



**NORTHERN  
MIDLANDS  
COUNCIL**

# **AGENDA**

**Ordinary Meeting of Council**

**Monday, 12 December 2016**

**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.

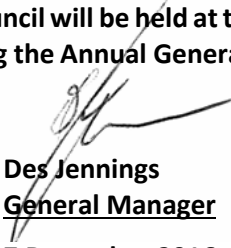
Any request for authorisation, including authorisation for the use of recordings, should be directed to the General Manager, 13 Smith Street, Longford TAS 7301.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



NOTICE is hereby given that the next meeting of the Northern Midlands Council will be held at the Council Chambers, Longford on Monday, 12 December 2016 immediately following the Annual General Meeting to be held at 5.00pm.

  
Des Jennings  
General Manager  
7 December 2016

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 – 17 OCTOBER 2016**

##### **DECISION**

**Cr**

The Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 21 November 2016, be confirmed as a true record of proceedings.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### 2 CONFIRMATION OF MINUTES OF COMMITTEES

*Attachments: Section 1 – Page 1*

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

	Date	Committee	Meeting
i)	11/10/2016	Devon Hills Residents Committee	Ordinary
ii)	08/11/2016	Evandale Community Centre and Memorial Hall Management Committee	Ordinary
iii)	09/11/2016	Morven Park Management & Development Association Inc.	Ordinary
iv)	09/11/2016	Longford Local District Committee	Ordinary
v)	24/11/2016	Avoca, Royal George & Rossarden Local District Committee	Ordinary
vi)	30/11/2016	Cressy Local District Committee	Ordinary
vii)	23/11/2016	Evandale Community Centre & Memorial Hall Management Committee	Special

#### DECISION

**Cr**

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

### 3 RECOMMENDATIONS OF SUB COMMITTEES

That Council note the following recommendation/s of Committees:

Meeting Date	Committee	Recommendation
09/11/2016	Longford Local District Committee	Perth Bypass – That a Council officer attends the January meeting to brief the committee about how Longford will be linked to the new system.
09/11/2016	Longford Local District Committee	That this committee support the Rotary proposal in its concept form and that Dr Flanagan would come back to the Committee with a detailed proposal and that this decision be made known to Council.
30/11/2016	Cressy Local District Committee	That Council be proactive in the eradication of Capeweed in the Northern Midlands and include Cressy in the 2016/17 tree planting program.

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

#### DECISION

**Cr**

That Council **note** the following recommendation/s of the **Longford Local District Committee:**

1. *That this committee support the Rotary proposal in its concept form and that Dr Flanagan would come back to the Committee with a detailed proposal and that this decision be made known to Council.*
2. *That a Council officer attends the January meeting to brief the committee about how Longford will be linked to the new system.*

**Cr**

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

*That Council be proactive in the eradication of Capeweed in the Northern Midlands and include Cressy in the 2016/17 tree planting program.*

### GOV 5 DATE OF NEXT COUNCIL MEETING

#### 23 JANUARY 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, 23 January 2017.



# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### 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
28/11/2016	<b>Council Workshop</b> <ul style="list-style-type: none"> <li>• Presentations by Bursary Students</li> <li>• Campbell Town Urban Design Strategy</li> <li>• Concept Design for Perth Link Road</li> <li>• Police Matters</li> <li>• Tyre Storage</li> <li>• Community Development Conference</li> <li>• Neighbour Day</li> <li>• Provision of Traffic Management Services for Events</li> </ul>
12/12/2016	<b>Council Workshop</b> <ul style="list-style-type: none"> <li>• prior to Council meeting</li> </ul>

#### 2 MAYOR'S COMMUNICATIONS

Mayor's Communications for the period 22 November 2016 to 12 December 2016 are as follows:

Date	Activity
28 November 2016	Attended Council workshop, Longford
29 November 2016	Attended southern local district committee Christmas function, Campbell Town
1 December 2016	Attended meeting with Andrea Dawkins, Greens Member for Bass re Launceston Airport
2 December 2016	Attended Northern Tasmania Development Local Government Committee Meeting, Westbury
6 December 2016	Attended meeting with Senator Jonathon Duniam re Launceston Airport unpaid rates, Hobart
6 December 2016	Attended northern local district committee Christmas function, Evandale
8 December 2016	Attended Councillor Christmas function, Perth
9 December 2016	Attended Evandale Primary School end of year assembly, Evandale
9 December 2016	Attended Rotary Childrens Christmas Party and soft launch of Village Green Play Equipment, Longford
12 December 2016	Attended Council meeting and workshop, 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 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

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



- 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 liaison with representative bodies.
- Support Council with sound financial advice and management, and generate funds without burdening the community. Rates administration, budgeting and reporting, debt collection, taxation, asset registers and depreciation, receipts and payments, wages and salaries, loans and investments, records management, information technology, and customer service.

### 2 CONFERENCES AND SEMINARS

Nil

## 5 WORKS & INFRASTRUCTURE REPORT

The Works & Infrastructure Report is under review.

## 6 BUILDING APPROVALS

*Attachments: Section 1 – Page 24*

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

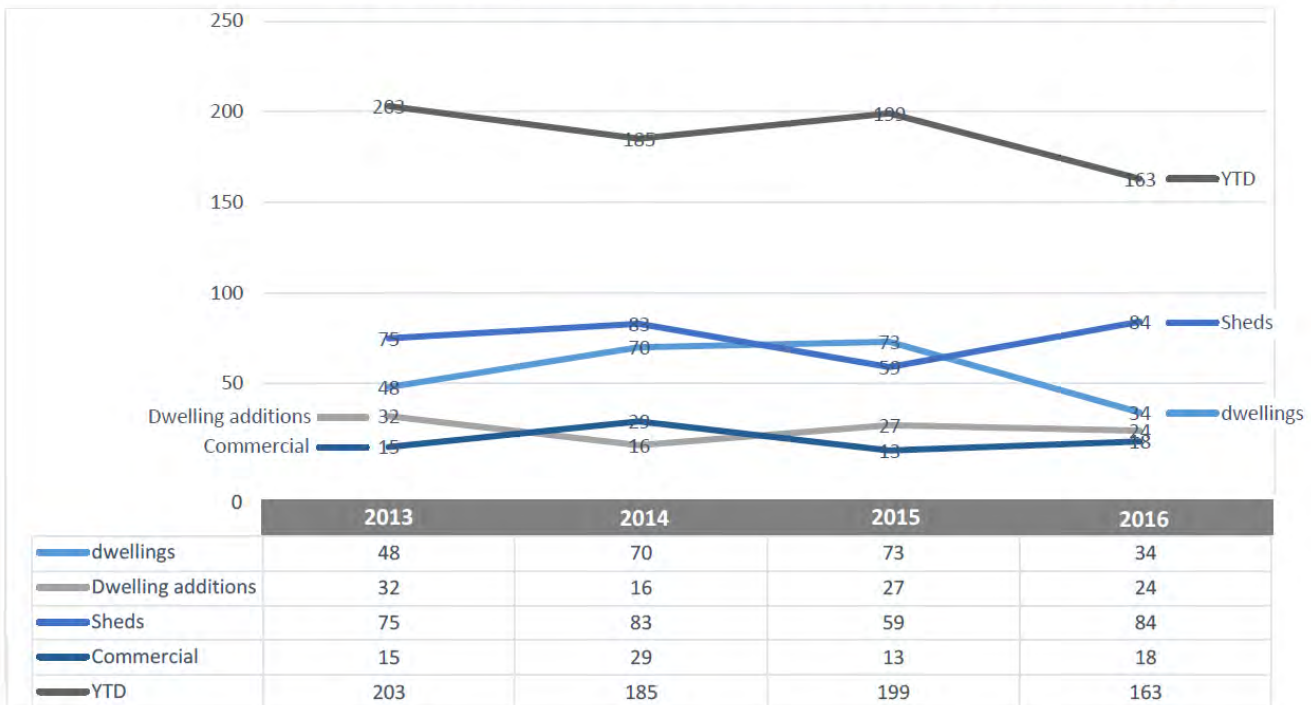
	YEAR - 2015				YEAR - 2016			
	NOV		JAN - NOV		NOV		JAN - NOV	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$
New Dwellings	10	1,925,262	83	19,583,218	1	217,338	35	8,918,588
Dwelling Additions	3	319,500	30	2,077,543			24	2,561,710
Garage/Sheds & Additions	9	112,300	68	2,152,712	9	354,604	93	3,131,670
Commercial	3	310,000	16	2,251,456	2	755,000	20	9,603,600
Other (Signs)								
Swimming Pools								
Minor Works	1	2,000	22	60,190			2	6,600
Building Certificates	1	2,500	7	15,061				
Amended Permits								
<b>TOTAL</b>	<b>27</b>	<b>2,671,562</b>	<b>226</b>	<b>26,222,726</b>	<b>12</b>	<b>2,062,660</b>	<b>175</b>	<b>24,957,886</b>
<b>Inspections</b>								
Building	0				35		345	
Plumbing	0				23		270	

*Figures do not include Building Approvals processed under the Resource Sharing Agreements.*

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## BUILDING APPROVALS COMPARISON YTD (JAN - OCT)



A rise in 2014/2015 in new dwellings is largely due to new subdivisions in the Perth and Longford regions. As well as the First Home Owners Grant being available.

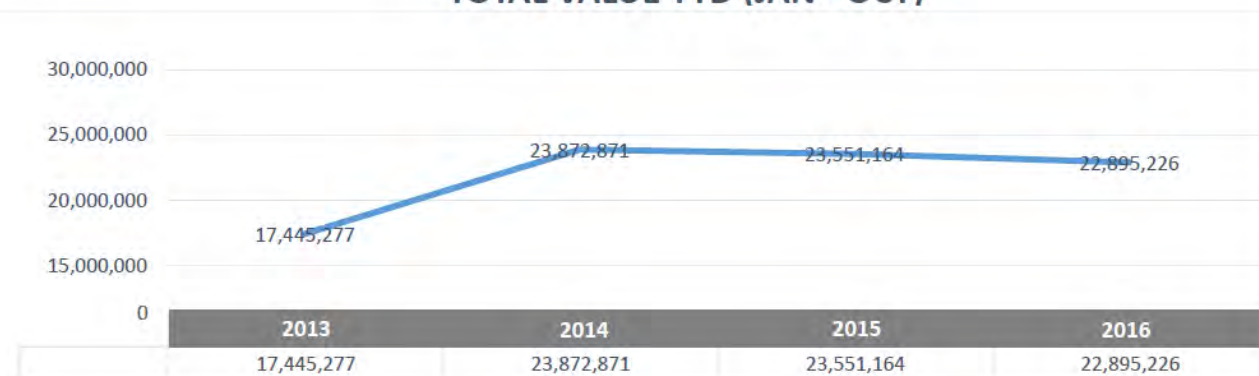
In 2016 the amount of new dwellings decreased, similar to the figures in 2013. This can be explained by the drop in available blocks of land and also the decrease in funding from the Government.

While new dwellings dropped, sheds other small builds (including decks & verandahs) rose from 59 in 2015 to 84 in 2016.

Commercial builds have also increased in 2016. YTD up by 5 projects but the value is considerably higher with an increase of nearly 6 million from 2015. In 2015 the commercial value was \$1,941,456 vs 2016 value of \$8,848,600.

Overall though the decline in project numbers from 2015 to 2016 can be considered reasonable, the incoming cost and value of these has only declined by \$655,000 (as detailed in the below table).

## TOTAL VALUE YTD (JAN - OCT)



**ATTACHMENT:**

*Building Approvals Comparison*

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### 7 DEVELOPMENT APPLICATIONS

Planning decisions in November 2016:

Total Approved:	23	Total Refused:	0
Total Permitted:	0	Total Discretionary:	21
Average Days for Permitted	0	Average Days for Discretionary:	31
Days allowed for approval by LUPAA	28	Days allowed for approval under LUPAA:	42
Total Exempt under IPS:	2	Total Withdrawn:	0

Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
<b>DELEGATED DECISIONS</b>					
P16-219	Wifi signage (heritage-listed place)	16 Blenheim St, AVOCA	Department of State Growth	28	D
P16-220	Aggregate pre-coating plant at quarry (extractive industry) - accessed over 827, 831 and 833 Hobart Rd and 59 Raeburn Rd) (Environmental Impacts and Attenuation Code)	835 Hobart Rd, BREADALBANE	Stornoway Quarries Pty Ltd	27	D
P16-226	Parklet outside Blenheim Inn (heritage precinct)	Marlborough St road reserve, LONGFORD	Northern Midlands Council	36	D
P16-227	Parklet outside JJ's Bakery (heritage precinct)	Wellington St road reserve, LONGFORD	Northern Midlands Council	36	D
P16-230	Partial change of use to B&B & signage (heritage-listed place in heritage precinct)	154 High St, CAMPBELL TOWN	A & P Mitford	38	D
P16-232	Additions to dwelling & garage (carport) - vary front and side (N) setback (attenuation distance)	8 Hay St, LONGFORD	Adams Building Design	26	D
P16-238	Deck & retaining wall - vary internal boundary setbacks (heritage precinct)	27-29 Collins St, EVANDALE	A L Kelly	37	D
P16-243	Shed (vary height, floor area & siting) & tree removal (attenuation area)	28 Devon Hills Rd, DEVON HILLS	PJ & TJ Drayton	29	D
P16-249	Dwelling & garage (vary rear setback)	29A Pakenham St, LONGFORD	Heger Constructions Pty Ltd	31	D
P16-250	Partial change of use to business & professional services (Veterinary services for care of broodmares associated with Longford Equine Centre) (irrigation district)	206 Maitland Rd, TOIBERRY	Cohen & Associates Pty Ltd (obo Atkinson)	20	D
P16-251	Placement of flower pots outside Longford businesses (heritage precinct & heritage-listed place)	Marlborough & Wellington Sts road reserves, & 54 Wellington St, LONGFORD	Northern Midlands Council	22	D
P16-252	Demolition, alterations & extensions to Toosey Aged Care Facility [non-conforming existing use rights - 9.1.1 (b) & (c)], heritage area, attenuation distance, vary carparking & vary height	10 Archer St, LONGFORD	Ganche Chua	14	D
P16-255	Solar panels on Evandale Community Centre roof (heritage-listed place in heritage precinct)	18 High St, EVANDALE	Northern Midlands Council	31	D
P16-268	Subdivision (3 lots from 4) - consolidation for primary industry development (10.5ha lot for existing house, 136.1ha & 157ha lot)	1397 & 1350 Bishopsbourne Rd, Bishopsbourne (136328/1) & 2060 Maitland Rd, LONGFORD	P & J Reader	28	D
P16-269	Additional crossover on eastern side of lot	23 Minerva Dr, PERTH	Pure Developments	28	D
P16-270	Garage & carport (& demolition of existing shed) - vary side (N) and rear (E) setback	17 Murfett St, CRESSY	S Campain	28	D
P16-272	Swimming pool	5 Myrtle Pl, PERTH	Tasmanian Reef Pools	0	E
P16-287	Dwelling	45a Pakenham St, LONGFORD	Design to Live	0	E

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COUNCIL DECISIONS					
P16-056	Change of use to food services (café and takeaway food premises), installation of roof vent & signage (heritage precinct, vary car parking provisions) (retrospective)	60 Wellington St, LONGFORD	Karen Bell	42	D
P16-154	Dwelling & 2 sheds (vary setbacks in rural zone) & new access - attenuation area	18 Wilmores Ln (cnr Cressy Rd), LONGFORD	Rebecca Green & Associates (obo L&A Barrett)	42	D
P16-206	Use dwelling as visitor accommodation - heritage precinct, partially within attenuation distance of sewage treatment plant	11 Badajos St, ROSS	N Jones	42	D
COUNCIL DECISIONS - REFUSAL					
-	-	-	-	-	-
RMPAT DECISIONS					
P16-018	23-lot subdivision in 3 stages & cul de sac (from 3 lots) (Bushfire prone area & attenuation distance)	7-21 Paton St, LONGFORD	PDA Surveyors (obo Structured Finance Corp P/L)	42	D
P16-065	18-lot subdivision, filling of lots 1-15 & 201, and removal of 34 trees (within 50m of railway)	1 Edward St, PERTH	Woolcott Surveys	42	D

### 8 MATTERS AWAITING DECISION BY TPC & RMPAT

TPC		Tasmanian Planning Commission	
IPS	Northern Midlands Interim Planning Scheme 2013 – effective date 1.6.13. Report on representations sent to TPC. TPC held a meeting on 21.5.15 with Council staff and representors to discuss representations to the Interim Scheme. TPC proposed urgent amendment to be tabled at December Council meeting.		
TPS	Tasmanian Planning Scheme – State Planning Provisions (SPP). TPC panel heard submissions in relation to the SPP zones and codes on dates from July to October 2016 and are complete. The Commission has to complete its consideration of the draft SPPs and report to the Minister.		
02/15	Draft Amendment 02/15 – revisions to heritage provisions – TPC hearing held 10.11.16.		
07/15	Draft Amendment & Planning Permit P15-331 - 2 Hudson Fysh Drive, Western Junction – Carpark (variations to development standards). TPC held hearing 17.6.16. Amendment modified as directed by the TPC by way of making the amendment more widely applicable and sent to TPC.		
01/16	Site-specific Planning Scheme Amendment 01/16 & 24-hour service station. TPC hearing held 10.11.16		
02/2016	Draft Amendment 02-2016 rezone 39 Church St, Ross from Community Purpose to Local Business - s39 report to TPC on 30.11.16		
RMPAT		Resource Management & Planning Appeals Tribunal	
-	-		
Decisions received			
TPC			
-	-		
RMPAT			
P16-065	Appeal 58/16S - 1 Edward St, Perth- 18-lot subdivision, filling of lots 1-15 & 201, & removal of 34 trees. Consent decision received from TPC – permit issued.		
P16-018	Appeal 78/16P – 7-21 Paton Street, Longford – 23-lot subdivision. Consent decision received from TPC – permit issued.		

### 9 132 & 337 CERTIFICATES ISSUED

	No. of Certificates Issued 2016/2017 year												Total 2015/2016	
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		Total
132	77	48	77	62	69								333	662
337	31	33	40	34	28								166	360

### 10 ANIMAL CONTROL

Item	Income/Issues 2015/2016		Income/Issues for November 2016		Income/Issues 2016/2017	
	No.	\$	No.	\$	No.	\$
Dogs Registered	3,773	92,210	88	2,947	3,482	82,260
Dogs Impounded	76	5,460	8	431	28	2,714
Euthanized	7	-	2	-	3	-
Re-claimed	60	-	6	-	22	-

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



Item	Income/Issues 2015/2016		Income/Issues for November 2016		Income/Issues 2016/2017	
	No.	\$	No.	\$	No.	\$
Re-homed/To RSPCA	9	-	-	-	3	-
New Kennel Licences	12	816	-	-	1	69
Renewed Kennel Licences	60	2,460	-	-	68	2,856
Infringement Notices (paid in full)	53	9,776	6	1,096	36	5,901
Legal Action	-	-	-	-	-	-
Livestock Impounded	2	130	-	-	1	281
<b>TOTAL</b>		<b>110,852</b>		<b>4,474</b>		<b>94,080</b>

### 11 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	2013/2014		2014/2015		2015/2016	
	Persons	Vaccination	Persons	Vaccination	Persons	Vaccination
July-September	32	32	65	68	31	31
October-December	23	23	66	68	-	-
January-March	-	-	-	-	-	-
April-June	87	194	85	163	*	*
<b>TOTAL</b>	<b>142</b>	<b>249</b>	<b>216</b>	<b>299</b>	<b>*</b>	<b>*</b>

\* Immunisations are now undertaken by Launceston City Council, no figures available.

#### 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	1
Inspection of Food Premises	126	118	154	39

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.

### 12 CUSTOMER REQUEST RECEIPTS

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

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### 13 GIFTS & DONATIONS (UNDER SECTION 77 OF THE LGA)

Date	Recipient	Purpose	Amount
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
	Council wages and plant	Assistance to Campbell Town SES	\$37
<b>Planning/Building Applications Remitted</b>			
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
<b>Sporting/Academic Achievements</b>			
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
<b>TOTAL DONATIONS</b>			<b>\$11,929</b>

### 14 ACTION ITEMS: COUNCIL MINUTES

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
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	Listed for discussion at Campbell town District Forum 6/12. Presentation to forum to occur in new year. Other items to be progressed.	
18/01/2016	07/16	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	Presentation to February 2017 Council Workshop.	
21/11/2016	311/16	Policy Update – Fire Abatement	That Council endorse the amendments to the Fire Abatement Policy.	Regulatory & Community Services Manager	Complete.	
21/11/2016	314/16	Policy Update – Privacy Policy	That Council adopts the amended Privacy Policy, incorporating Council's existing Online Privacy Policy.	Regulatory & Community Services Manager	Complete.	
19/09/2016	244/16	Confirmation Of Minutes - Campbell Town District Forum	That Council note and investigate the following recommendation/s of the Campbell Town District Forum: Recommend Council approach State Growth requesting an improvement to or removal of the camping area at Conara Park to prevent	Works & Infrastructure Manager	Correspondence sent.	

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			campers from driving down in front of Conara residents and using the area as a public toilet.			
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 & Infrastructure Manager	Options being investigated.	
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.	Works & Infrastructure Manager	Meeting to be arranged.	
21/11/2016	325/16	Longford Caravan Park & Carins Park Fence	That council approves the suggested design and engagement of appropriate contractors to undertake the fence replacement work and installation of the Hawthorn hedge – temporary type fencing (6m span of 2 panels in a gate type arrangement).	Works & Infrastructure Manager	In progress, temporary panels being put in place.	
17/10/2016	280/16	Recommendations Of Sub Committees - Campbell Town District Forum	That Council note and investigate the following recommendation/s of the Campbell Town District Forum: That Council review the cleaning schedule of the Campbell Town toilets given the high volume of usage, with the view to increase the daily cleaning.	Works & Infrastructure Manager	Solutions being explored.	
27/06/2016	151/16	Confirmation Of Minutes - Longford Local District Committee	That Council note and investigate the following recommendation/s of the Longford Local District Committee - ... 3. That Council notes the suggestion of investigating a heritage building preservation fund for future budgetary considerations.	General Manager	To be considered as part of the 2017/18 budget deliberations.	
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.	
17/10/2016	286/16	Fruit Growers Tasmania – Request For Sponsorship	That Council ... ii) seek further information on the waiting period prior to being permitted to having access to Centrelink benefits, after taking up such employment.	General Manager		
19/09/2016	263/16	Launceston Gateway Precinct Master Plan: Demand Analysis	That 1) a brief be prepared for the preparation of the Launceston Gateway Precinct Master Plan; and 2) external funding sources for the project be identified.	General Manager	To be progressed.	
19/09/2016	252/16	Northern Midlands Strategic Plan 2017 – 2027	That Council i) approve advertising the Draft Northern Midlands Strategic Plan 2017–2027, for comment from the community and relevant authorities; and ...	General Manager	Report to Council.	
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.	
21/11/2016	310/16	Public Toilets At Valentine's Park, Campbell Town	That Mayor Downie formally writes to Minister Hidding seeking a financial contribution toward the upgrade of the Valentine's Park public toilets at Campbell Town, through the possible reallocation of funds which were proposed to be expended on the replacement of the Conara public toilets.	General Manager	Letter sent to Minister Hidding.	
21/11/2016	309/16	West Perth Flood Mitigation Working Group	That a West Perth Flood Mitigation Work Group be established and terms of reference for the group be prepared.	General Manager	Meeting to be arranged.	
21/09/2015	272/15	West Perth Stormwater Assessment	That Council 1) initiate ongoing discussion with the State Government and TasRail to fully investigate opportunities to fund the required upgrade of Youl Main Road and Drummond Street and their associated drainage culverts, including culverts under the railway line; and 2) concurrently	General Manager	Progressed as part of the West Perth Flood Mitigation Working Group.	



# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			investigate the introduction of a stormwater head-works levy.			
21/11/2016	308/16	Council Calendar	Ordinary Council Meetings and Workshops for the period January to December 2017 be held in accordance with the following schedule	Executive Assistant	Noted.	
21/11/2016	308/16	Council Calendar	Councillors Christmas function be held on 7 December 2017	Executive Assistant	Noted.	
19/09/2016	244/16	Confirmation Of Minutes - Ross Local District Committee	That Council note and investigate the following recommendation/s of the Ross Local District Committee: That Council investigate the installation of a broken white line on Roseneath Road from the highway to the 50km/sign, and on Chiswick Road, from the highway to the 50km/hr sign with the installation of a two-way sign (arrow up/arrow down) at the 50km/hr signs.	Engineering Officer	Traffic count to be conducted during tourist season when user numbers are highest.	
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.	
27/06/2016	156/16	Funding Application for the implementation of the Northern Midlands Community Sports Centre Master Plan	That Council allocate \$504,723 to the Major Upgrade of the Northern Midlands Sports Centre project, subject to securing a Regional Revival Fund Grant Project grant of \$504,722.	Project Officer	Council has made application under the ALGCP for \$1M to implement the Master Plan.	
21/11/2016	312/16	Longford Recreation Ground 2030 Masterplan	That the matter be discussed at a future Council Workshop.	Project Officer	Scheduled for 6 February 2017 Council workshop.	
21/11/2016	316/16	Annual General Meeting	That the Annual General Meeting for the Northern Midlands Council be held at the Longford Council Offices on Monday, 12 December 2016, commencing at 5pm.	Corporate Services Manager	Complete.	
21/11/2016	308/16	Council Calendar	Council bus tour be conducted on 26 April 2017	Corporate Services Manager	Noted.	
21/11/2016	317/16	Round 2 Assistance – Major Festivals, Events & Promotions	That Council allocate Round 2 Special Event Funding as	Corporate Services Manager	Applicants for funding advised of outcome.	
21/11/2016	318/16	JBS Longford Abattoir Operations	That Council advise JBS Australia and the EPA that Council requires a Development Application for increased production by the Longford abattoir for additional cold packed product per annum.	Senior Planner	Advised. Complete.	
15/08/2016	229/16	Making Of By-Law: Placement Of Shipping Containers By-Law	That Council undertake initial consultation on the Draft Placement of Shipping Containers By-Law with key stakeholders and that a report be brought to a future meeting of Council.	Senior Planner	Progressing.	
19/09/2016	266/16	Perth Structure Plan	That the draft plan, including options 1 and 3, be endorsed for public exhibition, following discussions with the affected landowners.	Senior Planner	Exhibited to 22/10/2016, GHD to present to 23/1/2017 Council workshop.	23/01/2017
19/09/2016	267/16	Planning Practice Quarterly Report: April To June 2016	That the report be noted and that the presentation of the quarterly report be enhanced.	Senior Planner	Format being addressed - proposal to workshop.	
15/08/2016	231/16	Trucks Parking On Residential Properties	That Council officers identify land which is currently owned by Council that may be appropriate for designated areas of off-street parking of heavy vehicles in Northern Midlands towns.	Senior Planner	Progressing.	
15/08/2016	231/16	Trucks Parking On Residential Properties	That Council seek a remedy to the parking, on a consistent basis, of more than one commercial vehicle on residential property.	Senior Planner	Progressing.	

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
15/08/2016	230/16	Making Of By-Law: Animal Management By-Law	That Council undertake initial consultation on the Draft Animal Management By-Law with key stakeholders and that a report be brought to a future meeting of Council.	Animal Control Officer	By-law updated in line with comments from key stakeholders, to be sent to solicitor prior to report to Council.	

### LONG TERM ACTIONS

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
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	Governance & Community Dev Officer	Ross - construction commenced. Avoca design work to commence in new year.	
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.	Governance & Community Dev Officer	Awaiting response from Dumaresq family.	
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 finalised. Project expected to commence in December 2016.	
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.	
21/03/2016	78/16	Land Use and Development Strategy	That Council i) endorse the attached Land Use and Development Strategy brief to allow tenders to be called; ii) that the tender be called as staged reports and as a whole, and reported back to council.	Senior Planner	Draft brief being reviewed, to be discussed at Workshop on 6/2/2017.	

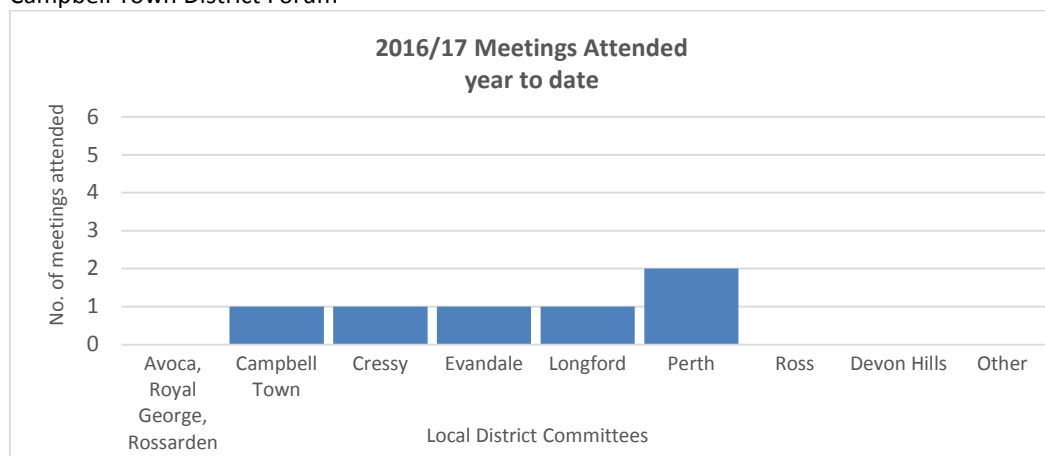
*Matters that are grey shaded have been finalised and will be deleted from this schedule*

## 15 KEY ISSUES BEING CONSIDERED: MANAGERS' REPORTS

### 1. GOVERNANCE

#### a. Governance – Meetings/Conferences

- Council meetings:
  - Ordinary meeting 21 November
- Council Workshop:
  - 21 November
  - 28 November
- Community meetings:
  - Campbell Town District Forum



# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



- Executive Management Team:
  - 9 November
  - 23 November
- Staff Meeting
  - 1 November
  - 15 November
  - 29 November
- Other Meetings:
  - Met with Holly Monery LG reporter from Examiner
  - Met re Police Matters
  - Attended teleconference with Troy White, Group Environmental Manager, JBS Swift
  - Attended LGAT General Meeting
  - Attended Community Aviation Consultative Group - Launceston Airport meeting
  - Met with Robert Harrison re stormwater matters at TRANSLink
  - Met with proponents re possible subdivision
  - Met re marketing the TRANSLink prospectus
  - Met with attorneys re legal matter
  - Met re Sheepwash Creek design
  - Met re PCYC and Recreation Ground Master Plan
  - Met with JMG re Oval and Velodrome Lighting
  - Attended Powranna Truckwash Steering Committee meeting
  - Attended Teleconference with KPMG re Northern Region Shared Services
  - Met with John Murray (TasWater) re Small Towns Water Supply Strategy
  - Met with Carlton Dixon
  - Attended Asian Engagement Strategy Meeting at NTD
  - Met with Ashley Brook and Alex Brownlie of GHD re Perth Structure Plan
  - Met with Cr Goninon and Gordon Williams re website
  - Attended Northern Midlands Economic Development Committee meeting
  - Met with Brown's Complex management re car park
  - Met re stormwater management Perth
  - Attended Local District Committee Christmas Function (South)

### **b. General Business:**

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

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



- Strategic Plan
- Local Government Reform
- Newsletters
- General correspondence.

### 2. REGULATORY & COMMUNITY SERVICES

#### a. Animal Control/Compliance

- Respond and investigate complaints in respect to dog management, including issuing notices and fines, declaration of dangerous dogs, and where required attend Court hearings in respect to disputed dog matters
- Conduct routine dog patrols within the municipality
- Review and renew kennel licences within the municipality
- Undertake training to conduct dog microchipping service
- Undertake continuing audit of planning permits
- Undertake regular inspections of overhanging trees and issue Abatement Notices where required
- Inspect municipality for fire hazards, issue reminders and where required Fire Abatement Notices
- Undertaking review of Council's Footpath Trading Policy
- Conduct regular inspections of Council's free overnight camping facilities

#### b. Community Services

- Community master plans:
  - Campbell Town War Memorial Oval redevelopment – stakeholder consultation commenced. Awaiting outcome of funding applications and requests to State Government for ground and lighting upgrades. Awaiting draft deed of agreement from Australian Government for the funds committed during the election campaign
  - Campbell Town CBD Urban Design Master Plan – Consultants attended November 28th Council Workshop to provide outcome of community consultation, awaiting final plan
  - Cressy War Memorial Swimming Pool Master Plan – awaiting structural review
  - Honeysuckle Banks Master plan – draft master plan being independently reviewed in light of the flood prone nature of the reserve
  - Longford Play Space – installation complete, soft launch on 9 December 2016
  - Longford Urban Design Master Plan – community consultation held 7 December 2016
  - Longford Recreation Ground Master Plan - being considered at future Council workshop
  - Morven Park Master Plan – consultant appointed
  - Perth Recreation Ground Master Plan – adopted by Council, seeking funding opportunities
  - Ross Swimming Pool Master Plan – awaiting structural review
  - Ross Town Square Master Plan – report to December Council workshop
  - TRANSLink Precinct Renewal program – funding application unsuccessful, further funding opportunities to be pursued
- Tourism
  - Heritage Highway Tourism Region Association
    - Assisting with the development of the 2016/17 Business Plan
    - Assisting with website upgrade, marketing activities, itineraries, newsletter and social media campaigns
    - Updating event directory
    - Participation on working group to develop convict themed self-guided tours of the Heritage Highway region
  - Providing support and information for all Northern Midlands Visitor Centres and provision of information to Regional Tourism organisations and tourism operators
  - Working with Campbell Town Museum & Information Centre on development of Campbell Town brochure
  - Collaborating with Tourism Northern Tasmania and Destination Southern Tasmania to develop the Heritage Highway Destination Action Plan
- Northern Midlands Business Association
  - Coordinating Northern Midlands Visitor & Information Centre: planning underway to refresh the visitor centre appearance and functionality – improving user experience for both visitors and volunteers

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



- Media and communications
  - Preparation of monthly double page spread Council pages in Country Courier
  - Preparation of weekly Council advert in Your Region, Examiner
  - Preparation of media releases, speeches and communications for website, newsletters and Facebook page
- Events
  - Liaising with various organisations and community groups regarding holding events within the Northern Midlands
  - Finalising details for Northern Midlands Council Australia Day Event 2017
  - Awaiting outcome of funding application for event to commemorate Sergeant Lewis McGee VC
  - Advertising events through Council's web and social media publications
  - Draft hire form and erection/dismantling instructions relating to the new council marquees being trialled
- War Memorials
  - Funding application submitted to contribute to refurbishment of BL 15lb Mark I No. 788 Field Gun, Ross
- Council Volunteer committees
  - Attendance at Local District Committee meetings and provide secretarial support
  - Liaising with Council's Management Committees
  - Maintaining Council's Volunteer Register
  - Requesting bi-monthly risk checklists be completed by facility committees of management
  - Liaising with booking officers regarding booking of Council facilities
- Citizenship ceremonies
- Emergency Management
  - Updating Council's Social Recovery Plan
- Health & wellbeing
  - Participating in the quarterly Northern Midlands Health Service Providers Forums
  - Member of the Northern Region Sport and Recreation Committee
  - Review of Council's Disability Access Policy and Action Plan
- Youth
  - Managing the 2016 Further Education Bursary Program
  - Reviewing the programs contracted to Northern Job Link and PCYCs, Perth Youth Group expanded accepted age range to 10-16 years.

### 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
- Commencing discussions with local health providers regarding provision of immunisations within the Northern Midlands community (noting, Council presently outsources service to City of Launceston)
- Investigating environmental incidents, as required
- Investigating notifiable diseases, as required

### 3. CORPORATE SERVICES

#### a. Customer Service

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

#### 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.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



- Creditor payments and enquiries.
  - Payroll, ETP calculations, payroll tax, child support, maternity leave, PAYG & annual summaries, superannuation, salary sacrifice, Workplace Legislation changes, EB provisions, salary reviews, staff training, leave accrual adjustments, leave loading calculations, Councillor allowances and expenses, Workers Compensation claims and payments, Award adjustments, sundry HR and policy issues.
  - Debt Collection services, and Debt summons/warrants.
  - Budget adjustments, End of Year Financials, KPI return, Asset Management, Fleet Hire, Long Term Financial Planning, Audit and Annual Report.
  - Grants Commission information, sundry grant reporting and auditing. Committee financial management support and auditing.
  - Stimulus loan funding applications and administration.
  - Property ownership, licences and leases, property committee, aged care unit tenancy, unclaimed monies register, Public Land Register, and sports centre management support.
  - Records Management, archives, new resident's information, council information policies and procedures.
  - Banking & Investments, Direct Debit, Ezidebit, BPay Billing etc. and setup alterations.
  - Rate System issues, 2016/17 Rating and Budget issues, General Finance, ABS Data Collection, and Grant Funding issues, Tax issues including GST, PAYG, FBT, Fuel & Land Tax, and Northern Finance committee.
  - Cemetery management, onsite map display and website databases.
  - Roads to Recovery work schedules, mapping, Annual Report and quarterly reports.
  - Childcare financial reporting, audit, budgets & fee schedule reconciliations. Service support and account issues. Perth School After School Care proposal negotiations.
  - 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.
- C. Risk Management**
- Risk Management register review
  - safety management and reporting
  - drug & alcohol testing administration
  - contractor and volunteer management/induction/audits
  - SDS Register and database
  - Plant risk assessments
  - Swimming pool risk management
  - Recreation ground risk audit
  - Emergency Management meetings, EM Plan reviews, Emergency Risk Register, Strategic Fire Plan meetings, Emergency desktop exercise and general administration issues.
- c. Insurance**
- Insurance renewals and policy maintenance.
  - Risk Register review and audits.
  - 1 open Workers Compensation claim/s.
  - 1 new motor vehicle claim.
- 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

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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 Upgrade implementation & training.
- Office renovation arrangements and setup.

#### 4. DEVELOPMENT SERVICES

##### a. Policy

- Ongoing review of current 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 inspections and assessments continue
- Staff attended information and Training session being organised for held in November by Justice Department in relation to Permit Authority and Compliance Training with relation to the incoming Building Act 2016 in January.
- Development of updated workflows for new legislation.

##### 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.

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### 5. WORKS & INFRASTRUCTURE

In conjunction with INFO 5 – Works & Infrastructure Report.

#### 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

- McShane subdivision, stage 2, (Seccombe Street, Perth) has reached final completion.
- 4 Lot Pegasus subdivision Ross at practical completion.
- Stage 2 of Holliejett subdivision (3 lots) in Edward Street, Perth has reached practical completion.
- 3 lot Gadsby subdivision in Cromwell Street, Perth has reached final completion.
- 5 lot Chugg subdivision in Malcombe Street, Longford has reached practical completion.
- Stage 2 of the Kerr/Bean/Shervan subdivision, Mulgrave and Seccombe Street, Perth has reached practical completion.
- 9 Lot Shervan Subdivision in Fairtlough Street, Perth has reached practical completion.

#### d. Waste Management

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

#### e. Tenders and Contracts

- Lake River Bridge, Macquarie Road approaching completion.

#### f. Flood levee

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

#### g. Engineering

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

#### h. Capital works

- Nile township – kerb & channel
- Cromwell Street – kerb & channel

#### g. NRM

- Continuation of delivery of NRM Facilitator Network Partnership with NRM North.
- On-going facilitation of Mill Dam Action Group and partnership relationships.
- Operation of NRM Committee of Council.
- Coordination of Mill Dam bank stabilisation project follow up and maintenance.
- Participation in facilitation of NRM North's Green Army Teams working with Northern Midland's landholders 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 2014-15 season, data entry and Annual Recreational Water Report development.
- Participation with Development application assessment process 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 Teams.
- Council representative to Tamar Estuary and Esk River (TEER) Scientific Technical Committee (STC).
- Support and facilitation of devolved grant submissions for landholders and community groups such as:
  - NRM North on ground works



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- TEER River Bank Erosion Grant.
- Attended Tas TAFE planting day.
- Attended Defensive Driver training.
- Assisted with Small landholder revegetation materials distribution.
- Attended site visit with Hydro Tas Senior Environmental Scientist at Brumby’s Creek.
- Assisted and facilitated with Green Army Team Two participant interviews (\*2).

### 16 RESOURCE SHARING SUMMARY FROM 01 JULY 2016

*Attachments: Section 1 – Page 25*

*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.

### 17 VANDALISM

*Prepared by: Jonathan Galbraith; Engineering Officer*

Incident	Location	Estimated Cost of Damages		
		Nov 2016	Jan – Nov 2016	November 2015
Toilet door kicked in	Perth Train Park	\$ 800		
<b>TOTAL COST VANDALISM</b>		<b>\$ 800</b>	<b>\$ 11,390</b>	<b>\$ 800</b>

### 18 YOUTH PROGRAMME UPDATE: NOVEMBER 2016

*Prepared by: Lorraine Green, Project Officer*

#### **Youth Activity Programs**

Council has contracted the Longford and Launceston PCYCs to continue to provide youth programs weekly across the current school year term. The Longford and Perth programs assist high school-aged students to learn life and interpersonal skills through physical activity-based programs. The Evandale program targets primary school-aged children.

The Longford Friday evening Youth Program at the Sports Centre had 45 participants across the four November sessions: averaging 11 participants at each session.

The Perth Youth program on Thursdays 6.30-8.30pm had two sessions in November, with an average of 3.5 participants. It has been decided to open this program up to 10-12 year old children as they are showing interest in participating.

The Evandale Program on Friday afternoons 3 sessions in November, averaging 10.6 participants per session.

#### **Youth Mentoring Program**

Council contracts National Joblink (NJL) to provide fortnightly mentoring sessions at Campbell Town and Cressy District High Schools for students referred by school staff for assistance with primarily managing behavioural and socialisation issues. These sessions commenced early in Term One and are ongoing.

At Cressy District High School, the NJL mentor is working with grade 7 and 8 students, and at Campbell Town District High School he is working with students from grades 7-12.

### 19 ANIMAL CONTROL UPDATE

*Prepared by: Tammi Axton, Animal Control Officer*

**Kennel Licences** – There has been 3 applications since September applying for new kennel licences where there have been more dogs than specified on the original licence.

Kennel licence inspections are being conducted twice a year to ensure that they comply with the provisions of the licence.

**Microchipping Day** – Councils Animal Control Officer is now able to microchip dogs and we are offering the service at a cost of \$49 per dog to be microchipped.

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This service is being advertised on Northern Midlands Councils facebook page and also the Country Courier.

**Animal Management By-Law** – The draft by-law has been adjusted to reflect the comments made by Key Stakeholders. The by-law must now be sent to a solicitor prior to presentation to Council, likely to be tabled at a Council meeting early in the new year.

### 20 COMMUNITY INFRASTRUCTURE FUND

The State Government has established a Community Infrastructure Fund to support community infrastructure initiatives throughout Tasmania.

The fund is open to not-for-profit organisations, local councils and private sector enterprises to assist with capital costs associated with the constructing or upgrading of infrastructure that will be openly accessible to the general public, will strongly benefit the community, and that would have been held back due to financial restraints.

There are two divisions of grants available:

- Minor grants for projects costing between \$10,000 and \$50,000 where matching funding is not required;
- Major grants for projects costing more than \$50,000. A minimum of \$1 cash contribution from the applicant is required for each \$1 provided by the fund.

A small component of the fund is available for planning/feasibility activities that demonstrate strong community benefits.

Applications will be competitively assessed on a value for money basis and in terms of the applicant's ability to explain:

- How the project can deliver a strong community benefit;
- How the project will enhance the liveability and cohesion of the relevant community;
- That the value of the benefit to the community, or part of the local community, is at least commensurate with the value of the grant.

Applicants close for minor grants on 3 February 2017 and for major grants on 31 March 2017.

Preliminary discussion by Governance staff identified the following projects as having the potential for development of a strong case for securing funding against the fund's assessment criteria:

- The new toilet facility in Valentine's Park, Campbell Town;
- Implementation of key components of the Campbell Town Urban Design Master Plan;
- Implementation of key components of the Perth Community Centre Master Plan;
- Upgrade of the Ross Caravan Park infrastructure.

### 21 FIRE ABATEMENT

The Fire Abatement Officer has been working alongside the Tas Fire Service District Officer John Hasselwood to identify problem areas, and discussing what action needs to be taken.

Fire Abatements have been brought forward a few weeks due to the large amount of un-seasonal growth.

There has been an increase in the number of complaints, which have been dealt with accordingly.

#### DECISION

Cr

That the Information items be received.

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### GOV 6 NORTHERN MIDLANDS COUNCIL STRATEGIC PLAN 2017 – 2027

*Attachments: Section 1 – Page 26*

*Responsible Officer: Des Jennings – General Manager*  
*Report prepared by: Kate Keenan – Strategic Project Officer and*  
*Gail Eacher, Executive Assistant*

#### **1 PURPOSE OF THE REPORT**

This report presents the Draft Northern Midlands Council Strategic Plan 2017-2027 to Council for consideration.

#### **2 INTRODUCTION/BACKGROUND**

The Strategic Plan provides the guidelines within which Council operates. It outlines a broad futures plan, giving the community information on how Council will undertake its duties.

The Northern Midlands Council Strategic Plan 2017–2027 provides a flexible framework from which Council draws capacity to provide core services and harness emerging potential for sustainable economic growth. Under its headings of “Lead and Progress; People and Place”, the Plan broadly encompasses all aspects of life in the Northern Midlands.

A report on the draft Strategic Plan was tabled at the 19 September Council meeting (min. ref. 252/16), the following was the decision of Council at that time:

#### ***Cr Knowles/Cr Goninon***

*That Council*

- i) approve advertising the Draft Northern Midlands Strategic Plan 2017–2027, for comment from the community and relevant authorities; and*
- ii) produce a visual chart of actions.*

*Carried unanimously*

The Draft Strategic Plan was placed on exhibition for the month of November, with the consultation period concluding on Thursday, 1 December 2016.

#### **3 NORTHERN MIDLANDS COUNCIL STRATEGIC PLAN 2017/2027**

Council’s adoption of the Plan will enable Council, Management and staff to deliver expected outcomes and maximise opportunity critical to a strong and resilient future. This Plan is versatile and flexible, and must undergo constant review to ensure it remains relevant in the face of change. Its aim is to meet community expectations and seize positive economic development in a timely manner.

It seeks to build business and industry confidence in the municipality. It highlights the attractive, diverse lifestyles in the municipality. It encourages business and community ownership of growth and vitality initiatives, placing emphasis on the importance of business and industry independence.

The Plan recognises the critical importance of preserving our built and natural heritage, as keystones for future prosperity and attraction of tourism and residential growth. A cornerstone of this Plan encourages early collaboration with developers and new or emerging business and industry.

The strategies show the importance of connecting eclectic communities to a shared vision. The Plan is dependent on Council collaboration with residents, community service and business groups to achieve

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improved and acceptable infrastructure outcomes. It places increased responsibility for future planning of public landscapes and amenities on the community, encouraging attendance at public workshops and briefings.

The Plan encompasses the need to ensure future environmental stability and mitigation of climate change challenges.

#### **4 POLICY IMPLICATIONS**

Council is obliged by The Tasmanian *Local Government Act 1993* to prepare and present to Government, a 10-year Strategic Plan in consultation with community and appropriate authorities and bodies. It is a concise policy document with strategic outcomes and strategies employed to achieve them. Departmental Plans prioritise delivery of strategic outcomes.

#### **5 STATUTORY REQUIREMENTS**

##### **5.1 *Local Government Act 1993, Sections 66, 68 and 69***

In summary, sections 66, 68 and 69 of the *Local Government Act, 1993* requires that Council:

- Prepare a 10-year Strategic Plan for the Municipality.
- Consult with the community and any relevant authorities
- Make a copy available for public inspection at Council offices during office hours
- Invite submissions on the plan and consider these before adoption of the plan.
- Once adopted, the plan is displayed at Council offices for public inspection
- A copy is submitted to the Local Government Director, State Government

#### **6 FINANCIAL IMPLICATIONS**

Aspects of the Strategic Plan that are as yet unfunded may require financial commitment by Council throughout the life of the Strategic Plan.

#### **7 RISK ISSUES**

Council is obliged by the Local Government Act, Section 66, 68 and 69 to prepare this Plan.

#### **8 CONSULTATION WITH STATE GOVERNMENT**

Regional plans and Government policies are considered in preparation of the Strategic Plan. Ongoing discussion, plans and collaboration with regional partners and State authorities ensure intrinsic regional and State initiatives educate outcomes within this Plan.

As per the Local Government Act 1993, copies of the Draft Strategic Plan were forwarded to the following agencies, with comment being sought:

- Department of State Growth
- Department of Health and Human Services
- Department of Police and Emergency Management – SES Northern branch
- Department of Primary Industries, Parks, Water and Environment
- Director of Local Government

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### 9 COMMUNITY CONSULTATION

Ongoing Council interaction with community groups, business, industry and residents means that ideas find a place in the draft Strategic Plan, based on Council's knowledge of any improvements or expansion currently in play or planning.

The community were invited to comment on the Strategic Plan, an advertisement was placed in the Northern Midlands News section of the Examiner on 1 November 2016, the November edition of the Country Courier and on Council's website.

Ballot boxes, survey forms and copies of the draft Strategic Plan were placed in a number of locations across the municipality, as follows:

- Council Chambers in Longford
- Longford Library
- Campbell Town at Service Tasmania
- Perth at the IGA
- Evandale Community Centre
- Cressy IGA
- Ross Post Office
- Avoca Post Office

The Strategic Plan has also been considered by the Local District Committees across the municipality.

### 10 OPTIONS FOR COUNCIL TO CONSIDER

Staff present the Draft Strategic Plan 2017–2027 for Council consideration. Several future initiatives for Council consideration in the Strategic Plan include:

- 1) Economic Development Master Plan
- 2) Developer Communication Strategy
  - a) Development Communication Plan; and
  - b) Developer's Handbook
- 3) Northern Midlands Means Business marketing campaign
- 4) Innovation, Research and Development
- 5) Media Strategy
- 6) Historical Sites Business Network

A total of 6 submissions were received, the comments have been collated and the summary is attached.

Council has the option to note the comments and make amendments or adopt the Draft Strategic Plan 2017-2027.

### 11 OFFICER'S COMMENTS/CONCLUSION

In preparing the Strategic Plan, it became evident that the municipality is well placed geographically and demographically to harness new industry, business and expansion into tertiary agricultural production. The proximity of TRANSlink and the new irrigation scheme to local agriculture provides incentive to streamline commercial and agricultural activity.

Large quantities of land appropriate for expansion, present a unique opportunity for Council to play a role in inviting tertiary processing into the region. This activity will value add to the local economy and improve employment and training opportunities.

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To ensure Northern Midlands harnesses economic advantage, it is imperative that the innovation, research and development sector is encouraged to participate in the economic regional re-balancing already emerging. We must protect our intrinsic environmental values, while achieving equitably balanced lifestyle, amenity and economic health and wealth.

Critical to the growth of Northern Midlands, is Council's vigilance in preserving and protecting built and natural heritage, which is a major lynchpin to growth in the Tourism industry sector. It is the heritage value people come to Tasmania to see. Northern Midlands has an abundance of such high value heritage assets. They must be locally valued, encouraging local participation and value adding to services in the tourism sector, if it is to compete with other heritage areas.

Three of the six respondents provided comment in the summary section of the survey, the following comments, being relevant to the Strategic Plan:

- *Please consider the community developed "Longford Strategy plan" - it has already been aired in the community and is accepted*
- *I'd rather see NMC complete a few key project well than attempt to plan too much and fail to implement*

The third summary comment, in essence, requesting openness and transparency.

All feedback provided by respondents is included in the attached Consolidated Survey Sheet.

In light of the small number of respondents to the Draft Strategic Plan survey; it must be assumed that, in general, the public and government agencies are satisfied that the Strategic Plan has been accepted by the community to satisfactorily guide the Northern Midlands Council's direction for the ensuing 10 year period.

### 12 ATTACHMENTS

- 12.1 Draft Northern Midlands Strategic Plan 2017–2027
- 12.2 Consolidated Survey Sheet
- 12.3 Information Sheet titled *Draft 2017-2027 Strategic Plan – Community Comment Sought*
- 12.4 Feedback Form

### RECOMMENDATION 1

That Council discuss this report.

### RECOMMENDATION 2

That Council receive the report; and

- 1) adopt the Northern Midlands Strategic Plan 2017–2027,
- 2) Departmental Managers report bi-monthly to Council on key areas of Strategic Department Outcomes.

### DECISION

Cr

Cr

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### GOV 7 ROSS TOILET BLOCK FACILITY AT TOWN HALL

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

#### 1 PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement to progress with the replacement of the toilet facility adjacent to the Ross Town Hall.

#### 2 INTRODUCTION/BACKGROUND

At its meeting of March 2016, Council made the following decision, Minute Reference 86/16:

##### DECISION

##### *Cr Calvert/Cr Knowles*

*That Council:*

- a) authorises the public release of the decision to purchase the land at 33 Church Street, Ross once the sale has been completed; and*
- b) authorises Council officers to proceed with obtaining a master plan for the development of 33 Church Street, Ross into a community park, liaising with the Ross Local District Committee and other community stakeholders; and*
- c) take no further action in relation to the refurbishment of the Ross Public Toilets near the Ross Town Hall until the master plan for the park is complete.*

*Carried unanimously*

The final Ross Town Square Master Plan will be presented to the December 2016 Council meeting for consideration. Subsequently it is now opportune to authorise the replacement of the toilet facility adjacent to the Ross Town Hall.

#### 3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

##### **Part 1A: Governance**

- 1.1 Governance
- 1.4 Community Agendas
- 1.8 Regional/ State/ Federal/ International Relations

##### **Part 1B: Finance**

- 1.9 Financial Management
- 1.10 Customer Service
- 1.13 Asset Management

##### **Part 2: Economic Development**

- 2.1 Long Term Economic Development  
To achieve sustainable economic advantage by building on the Northern Midlands natural assets and further developing the economy of the Northern Midlands
- 2.2 Tourism Industry Support  
To increase tourist visits, tourist spend and length of stay, and enhance the visitor experience

##### **Part 5: Physical Assets**

- 5.3 Community Facilities  
Provide reserves, public open spaces, recreational facilities, cemeteries, public buildings and other council

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amenities which are designed, developed and maintained to meet the needs of the Northern Midlands community

#### **4 POLICY IMPLICATIONS**

Council provides public toilet facilities that meet the needs of the community and travelling public in line with generally accepted standards of amenity and public safety.

#### **5 STATUTORY REQUIREMENTS**

Compliance with Legislation, Building Code of Australia and the Planning Scheme.

#### **6 FINANCIAL IMPLICATIONS**

Council has allocated in its 2016/2017 Budget an amount of \$200,000

#### **7 RISK ISSUES**

If Council fails to replace the facility the impact on Council's reputation and local business may be significant.

Ross is a major historical attraction within the Northern Midlands and the State, attracting thousands of visitors to view the many historical features within the town and utilising the public facilities.

#### **8 CONSULTATION WITH STATE GOVERNMENT**

N/a.

#### **9 COMMUNITY CONSULTATION**

Council consulted with the Ross Local District Committee and the community as a whole through the advertisement of the Development Application for the facility.

The Ross Local District Committee have consistently supported the redevelopment.

#### **10 OPTIONS FOR COUNCIL TO CONSIDER**

Options available to Council include:

- Take no further action in this matter, or
- Authorise the expenditure of the budgeted allocation to replace the public toilet facility at Ross.

#### **11 OFFICER'S COMMENTS/CONCLUSION**

The toilet facility is due for replacement with an allocation provided for in the 2016/2017 Budget.

The proposed replacement of the facility was put on hold while the design for the Ross Town Square park was completed.

The replacement facility adjacent to the hall is warranted due to the state of the existing facility, it is ancillary to the hall and is adjacent to the bus parking, accordingly ideally located.

The Ross Town Square Master Plan has identified the need for a facility in the park which would only be a two-unit toilet facility.



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It is usually a necessity to locate a facility directly adjacent to or within a park primarily for older and younger people.

### **RECOMMENDATION 1**

That the matter be discussed by Council.

### **RECOMMENDATION 2**

That Council authorise officers to progress with the replacement of the Ross public amenities.

### **DECISION**

Cr

Cr

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### **R&CS 1 AUSTRALIA DAY 2018 COMMUNITY RECOGNITION AWARD & POLICY REVIEW: AUSTRALIA DAY AWARDS AND VOLUNTEER RECOGNITION POLICY**

*Attachments: Section 1 – Page 48*

*Responsible Officer: Amanda Bond, Regulatory and Community Services manager*  
*Report prepared by: Georgina Brown, Executive and Communications Officer*

#### **1 PURPOSE OF REPORT**

The purpose of this report is to seek Council decision regarding incorporating an additional community award, within its annual Australia Day awards, commencing in 2018.

#### **2 INTRODUCTION/BACKGROUND**

Council currently recognises three categories in its Australia Day awards:

- Citizen of the year
- Young citizen of the year
- Event of the year

A customer request was submitted by Cr Lambert on behalf of a resident in November 2016, requesting shops and businesses throughout Campbell Town clean up their premises as it was observed the street was untidy.

This concern had also been raised through the Campbell Town District forum. Content has been placed in the 2016 December issue of the Country Courier, encouraging shops and business across the entire municipality to maintain shop fronts as we enter the busy tourist season.

An additional strategy to encourage businesses and shop fronts to maintain their premises, is to include, from 2018 onwards, a 'Business Presentation' award at the Northern Midlands Council annual Australia Day event.

#### **3 STRATEGIC PLAN 2007/2017**

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

- 22. Tourism Industry support
- 2.3 Business support

#### **4 POLICY IMPLICATIONS**

The current Australia Day Awards and Volunteer Recognition policy will require updating if the initiative is supported. Suggested amendments are attached to this report.

#### **5 STATUTORY REQUIREMENTS**

N/A

#### **6 FINANCIAL IMPLICATIONS**

The inclusion of an additional award will be at minimal cost to the Council because all advertising and administration of the award will be included within the current process.

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### **7 RISK ISSUES**

There is a slight risk that businesses will not actively participate in this category, however, creating excitement for the award and community awareness, will encourage participation and nominations across the municipality.

### **8 CONSULTATION WITH STATE GOVERNMENT**

N/A

### **9 COMMUNITY CONSULTATION**

This initiative has arisen as a result of a concerned resident.

### **10 OPTIONS FOR COUNCIL TO CONSIDER**

Council is to consider whether to incorporate a 'Business Presentation' award into its Australia Day Awards from 2018 onwards.

### **11 OFFICER'S COMMENTS/CONCLUSION**

During spring and summer months the number of tourists and visitors increase across the municipality. This extra traffic, as well as school holidays commencing in September and again in December through to February generally result in shops being frequented more often.

Tidy and clean shop fronts contribute to the overall presentation of a town and welcomes tourists and visitors to stop along their way.

Including an award to recognise business presentation will encourage shop owners within the municipality to keep their premises clean and tidy which will also contribute to the towns overall presentation.

### **12 ATTACHMENTS**

12.1 Amended policy

#### **RECOMMENDATION 1**

Council endorses the inclusion of a 'Business Presentation' award as part of its annual Australia Day Awards from 2018 and adopts amendments to Australia Day Awards and Volunteer Recognition policy.

#### **DECISION**

Cr

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### R&CS 2 ROSS TOWN SQUARE MASTER PLAN

*Attachments: Section 1 – Page 51*

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

#### **1 PURPOSE OF REPORT**

To:

- i) present to Council the Ross Town Square Master Plan;
- ii) seek Council's acceptance in principle of the Master Plan;
- iii) seek Council's endorsement of the consultant's recommendation that the geometric design concept for the site be adopted;
- iv) seek Council's endorsement of the name 'Village Green' for the site;
- v) seek Council's approval for the preparation of detailed documentation for construction and tendering purposes;
- vi) seek Council's endorsement of the way forward with the Master Plan.

#### **2 INTRODUCTION/BACKGROUND**

In May 2016 Council acquired land at 33 Church Street Ross with the intention of developing the site for public open space. The aim of this Ross Town Square project is to improve the amenity of the town centre for residents and visitors by developing an accessible and vibrant place that recognises the unique heritage, culture and lifestyle of Ross.

In June 2016 Council contracted JMG Engineers and Planners to develop the Ross Town Square Master Plan. JMG's work included assessment of the existing facilities/infrastructure, review of relevant Council plans, and consultation with adjacent landowners, Ross residents, business owners, councillors and council staff. JMG also contracted Heritage Consultant, Mr Brad Williams, to provide expert advice on historic heritage aspects of the project.

JMG has submitted the final report to Council. The report's recommendations seek to balance feedback from the community, Council and the Heritage Consultant, whilst maintaining best practice design principles. The outcome is a simple landscaped space for passive recreation and community events.

The consultant developed two design concept options for the site: a parkland and a geometric design. The consultant recommends that Council progress the geometric design option as it is considered more in line with key heritage principles. Public support leaned more towards the parkland design option.

The consultant recommended that the site be named 'Village Green' as this is supported on heritage grounds and is broadly supported in the community.

#### **3 STRATEGIC PLAN 2007/2017**

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals are relevant to this issue:

- 2.2. Tourism Industry Support "To increase tourist visits, tourist spend and length of stay, and enhance the visitor experience."
- 3.2 Health "To develop the health and well-being of Northern Midlands communities";
- 4.5. Built Heritage "Retain and enhance the character of heritage precincts".

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### 4 FINANCIAL IMPLICATIONS

The cost of implementing the Master Plan depends on several factors including the materials selected, maturity of vegetation and whether Council undertakes the works or engages external contractors. Based on these range of factors, JMG estimates the following cost ranges:

- High: \$537,660  
(assumes premium materials, mature trees, instant lawn, sealed pavement, external contractors);
- Medium: \$445,220  
(assumes mid-range materials, bare-rooted trees, seeded lawn, unsealed pavement, external contractors);
- Low \$385,490  
(assumes mid-range materials, bare-rooted trees, seeded lawn, unsealed pavement, no external contractors).

Council has sought a \$300,000 loan under the Northern Tasmanian Economic Stimulus Program towards implementation of the Master Plan.

### 5 COMMUNITY CONSULTATION

Broad community consultation underpinned the development of the Master Plan including consultation with the Ross Local District Committee, community focus groups, a drop-in session, a manned display at the Ross market and mailout of a survey to Ross households and businesses.

One written objection to the proposed development of the site was received. This is held as an attachment.

### 6 OPTIONS FOR COUNCIL TO CONSIDER

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

Council can either accept or not accept the geometric design concept and the name 'Village Green' for the site.

### 7 OFFICER'S COMMENTS/CONCLUSION

JMG has fulfilled the requirements of the Master Plan project brief. Following broad community and stakeholder consultation, review of relevant literature and plans, and receiving the expert advice of a Heritage Consultant, JMG has developed the Master Plan that includes preliminary costings and a recommended implementation sequence.

As Council has sought the funding of \$300,000 by way of a loan it will be necessary to progress the concept drawings to more detailed documentation for construction and tendering purposes.

### 8 ATTACHMENTS

- 8.1 Ross Town Square Master Plan - November 2016
- 8.2 Letter of objection V A Le Maitre

### RECOMMENDATION 1

That the matter be discussed.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### RECOMMENDATION 2

That Council:

- i) Accept in principle the Ross Town Square Master Plan;
- ii) Endorse the consultant's recommendation that the geometric design concept for the site be adopted;
- iii) Endorse the name 'Village Green' for the site;
- iv) Have prepared detailed documentation of construction and tendering purposes;
- v) Consider funding components of the Master Plan in forthcoming Council budgets, and request Council Officers to seek to secure external grants to assist with the implementation of the Master Plan.

### DECISION

Cr

Cr

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### CORP 1 MONTHLY FINANCIAL STATEMENT

*Attachments: Section 1 – Page 106*

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 November 2016.

#### 2 INTRODUCTION/BACKGROUND

The Corporate Services Manager circulated a copy of the Monthly Financial Summary for the period ended 30 November 2016.

##### SUMMARY FINANCIAL REPORT

For Month Ending: 30-Nov-16 5

##### A. Operating Income and Expenditure

	Budget	Year to Date Budget	Actual	(\$,000)	Target 100%	Comments
Rate Revenue	-\$9,798,545	-\$9,798,545	-\$9,624,927	-\$174	98.2%	
Recurrent Grant Revenue	-\$4,080,395	-\$1,700,165	-\$2,234,964	\$535	131.5%	
Fees and Charges Revenue	-\$1,731,851	-\$721,605	-\$736,159	\$15	102.0%	
Interest Revenue	-\$435,842	-\$181,601	-\$40,568	-\$141	22.3%	Accrued revenue adjustment included
Reimbursements Revenue	-\$96,867	-\$40,361	-\$40,623	\$0	100.6%	
Other Revenue	-\$1,655,334	-\$689,723	-\$55,275	-\$634	8.0%	
	-\$17,798,834	-\$13,131,999	-\$12,732,516	-\$399	97.0%	
Employee costs	\$5,165,838	\$2,152,433	\$2,387,545	-\$235	110.9%	
Material & Services Expenditure	\$4,553,969	\$1,897,487	\$2,151,078	-\$254	113.4%	
Depreciation Expenditure	\$5,327,234	\$2,219,681	\$2,219,444	\$0	100.0%	
Government Levies & Charges	\$685,419	\$285,591	\$145,489	\$140	50.9%	
Councillors Expenditure	\$190,097	\$79,207	\$61,506	\$18	77.7%	
Other Expenditure	\$1,244,239	\$750,865	\$597,364	\$154	79.6%	
Plant Expenditure Paid	\$497,495	\$207,290	\$230,569	-\$23	111.2%	
	\$17,664,291	\$7,592,553	\$7,792,995	-\$200	102.6%	
	-\$134,543	-\$5,539,445	-\$4,939,521			
Gain on sale of Fixed Assets	\$0	\$0	\$0	\$0	0.0%	
Loss on Sale of Fixed Assets	\$300,000	\$125,000	\$63,892	\$61	51.1%	
Underlying (Surplus) / Deficit	\$165,457	-\$5,414,445	-\$4,875,629			
	\$0	\$0	\$0			
Capital Grant Revenue	-\$2,267,676	-\$944,865	-\$737,301	-\$208	78.0%	
Subdivider Contributions	-\$430,000	-\$179,167	0	-\$179	0.0%	
Capital Revenue	-\$2,697,676	-\$1,124,032	-\$737,301			
	-	-	-			
<b>Budget Alteration Requests</b>	Operating Budget		Capital Budget			
- For Council authorisation by absolute majority						
Vulnerable Road Grant Revenue						
Drummond St Footpath			-\$24,300			
Capital Footpath Program - Drummond Street Footpath			-\$28,620			
Footpath Construction			\$52,920			
Australia Day Grant Revenue	-\$5,273					
Australia Day Expenditure	\$5,273					
Avoca Hall Improvements			-\$12,000			A/c 707942
Avoca Museum Roof Replacement			\$12,000			

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



Lfd Town Hall Acoustics defer		\$50,000	A/c 707958
Lfd Chamber Chair Replacement		\$20,000	A/c 780004
Lfd Office Renovations		-\$70,000	A/c 720113
LED Street Lighting		\$700,000 Defer 2017/18	A/c 752000

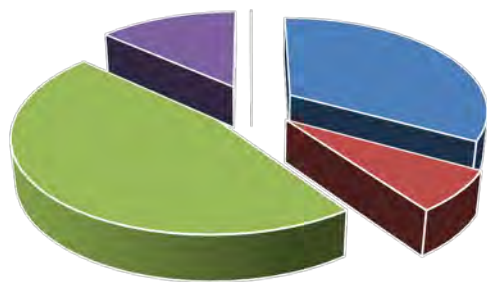
### B. Balance Sheet Items

	Year to Date Actual	Monthly Change	Same time last year	Comments
<b>Cash &amp; Cash Equivalents Balance</b>				
- Opening Cash balance	\$10,346,134	\$12,107,937		
- Cash Inflow	\$10,910,621	\$2,513,518		
- Cash Payments	-\$7,850,598	-\$1,215,298		
- Closing Cash balance	\$13,406,157	\$13,406,157		
<b>Account Breakdown</b>				
- Trading Accounts	\$2,058,136			
- Investments	\$11,348,020			
	\$13,406,157			

### Summary of Investments

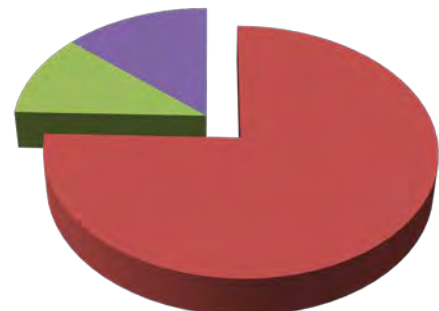
	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value
Tasmanian Public Finance Corporation Call Account	1/11/2016	30/11/2016	1.50	\$5,143	\$5,149
CBA Call Account	16/11/2016	30/11/2016	1.40	\$704,994	\$705,372
CBA	14/09/2016	14/12/2016	2.50	\$1,500,000	\$1,509,349
My State Financial	25/12/2015	25/12/2016	3.75	\$1,146,152	\$1,189,250
CBA	5/10/2016	5/01/2017	2.51	\$1,000,000	\$1,006,327
CBA	14/10/2016	13/02/2017	2.55	\$1,000,000	\$1,008,523
CBA	2/11/2016	2/03/2017	2.56	\$1,000,000	\$1,008,416
ANZ	2/10/2016	2/04/2017	2.60	\$1,557,144	\$1,577,332
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
<b>Total Investments</b>				\$11,348,020	\$11,507,216

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	\$9,657,129		\$9,315,012	
	\$11,022,914		\$10,332,765	
Rates collected	\$6,783,408	70.2%	\$6,352,812	68.2%
Pension Rebates	\$426,038	4.4%	\$408,088	4.4%
Discount & Remissions	\$30,455	0.4%	\$47,210	0.5%
	\$7,239,901		\$6,808,111	
Rates Outstanding	\$3,884,391	40.2%	\$3,624,720	38.9%
Advance Payments received	-\$101,378	1.0%	-\$100,066	1.1%

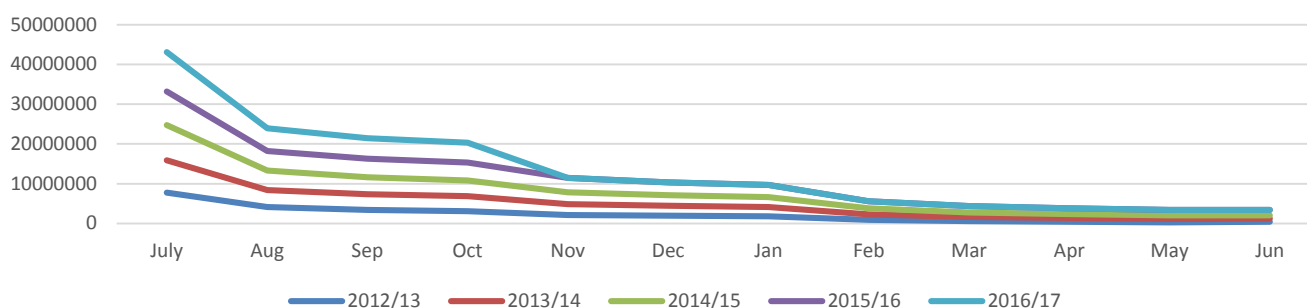


# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



Outstanding Rates



Trade Debtors		
Current balance	\$117,404	
- 30 Days	\$46,460	█
- 60 Days	\$25,428	
- 90 Days	\$1,955	
- More than 90 days	\$43,561	
Summary of Accounts more than 90 days:		
- Norfolk Plains Book sales	1,004	█ Paid by outlet as sold
- Hire/lease of facilities	455	
- Removal of fire hazards	2,791	
- Dog Registrations & Fines	24,807	█ Sent to Fines Enforcement
- Sales	3,500	█ Arrangement to pay
- Building Plumbing Engineering Fees	-	
- Private Works	11,003	█

### C. Capital Program

	Budget	Actual (\$,000)	Target 42%	Comments
Renewal	\$8,695,130	\$1,863,101	21%	
New assets	\$6,036,350	\$1,065,468	18%	
<b>Total</b>	<b>\$14,731,479</b>	<b>\$2,928,570</b>	<b>20%</b>	
Major projects:				
- Lake River Bridge Replacement	\$1,430,000	\$1,614,478	113%	█ Complete
- Campbell Town Recreation Ground Complex	\$1,500,000	\$1,784	0%	█ Design tender assessment stage
- Rossarden Bridge Replacement	\$300,000	\$0	0%	█
- Nile Road reconstruction	\$264,000	\$13,564	5%	█ Commenced
- Woolmers Lane reconstruction	\$510,000	\$0	0%	█
- Longford Playspace Equipment	\$253,000	\$189,781	75%	█ Substantially complete
- Longford Boat Ramp jetty replacement	\$140,000	\$7,816	6%	█ Commenced

\* 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%	56.9%	-1.8%	↑	█
- Own Source Revenue / Total Revenue	77%	82.4%	-5.4%	↓	█
Sustainability Ratio					
- Operating Surplus / Operating Revenue	-0.9%	38.3%	-39.2%	↓	█
- Debt / Own Source Revenue	0.0%	0.0%	0.0%	↔	█
Efficiency Ratios					
- Receivables / Own Source Revenue	29.2%	38.1%	-9.0%	↓	█
- Employee costs / Revenue	29.0%	18.8%	10.3%	↑	█
- Renewal / Depreciation	163.2%	83.9%	79.3%	↑	█
Unit Costs					
- Waste Collection per bin	\$10.58	\$9.54		↔	█
- Employee costs per hour	\$43.05	\$43.03		↑	█
- Rate Revenue per property	\$1,405.82	\$1,385.53		↔	█
- IT per employee hour	\$3.17	\$2.58		↓	█

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### E. Employee & WHS scorecard

	YTD	This Month
Number of Employees	81.0	81
New Employees	10	1
Resignations	3	0
Total hours worked	55482.47	9537.19
Lost Time Injuries	2	1
Lost Time Days	5	5
Safety Incidents Reported	7	0
Hazards Reported	8	3
Risk Incidents Reported	1	0
Insurance claims - Public Liability	1	0
Insurance claims - Industrial	0	0
Insurance claims - Motor Vehicle	4	0
IT - Unplanned lost time	0	0
Open W/Comp claims	6	2

### 3 ALTERATIONS TO 2016-17 BUDGET

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

For Council authorisation by absolute majority

	Capital
Vulnerable Road Grant Revenue Drummond St Footpath	-\$24,300
Capital Footpath Program - Drummond Street Footpath	-\$28,620
Footpath Construction	\$52,920
Avoca Hall Improvements	-\$12,000
Avoca Museum Roof Replacement	\$12,000
Lfd Town Hall Acoustics defer	\$50,000
Lfd Chamber Chair Replacement	\$20,000
Lfd Office Renovations	-\$70,000
LED Street Lighting	\$700,000

Approved by the General Manager under delegation

	Operating
Australia Day Grant Revenue	-\$5,273
Australia Day Expenditure	\$5,273

### 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 November 2016.
- 5.2 Account Management Report to end November 2016.

### RECOMMENDATION

That Council

- 1) receive and note the Monthly Financial Report for the period ending 30 November 2016.
- 2) Authorise budget alterations as detailed in section 3.

### DECISION

Cr

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### CORP 2 POLICY REVIEW: BUSINESS CREDIT CARD POLICY

*Attachments: Section 1 – Page 116*

*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 review of the Northern Midlands Business Card Credit policy.

#### **2 INTRODUCTION/BACKGROUND**

Council's Business Card Credit Policy was last reviewed in March 2012. The objective of the policy is to provide guidance in the acceptable use, control and administration of the business cards.

#### **3 STRATEGIC PLAN**

The Strategic Plan 2007/2017 provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

- 1.8 Financial Management.

#### **4 FINANCIAL IMPLICATIONS**

A Commonwealth Bank Business Card Credit of up to \$50,000 is available to allocate to individual employee card holders.

#### **5 OFFICER'S COMMENTS**

This policy was initially approved by the General Manager on 10 January 2005 and a Management Policy.

Cardholders and their managers and supervisors are responsible for ensuring that they adhere to the Business Credit Card policy, thereby ensuring adequate controls are exercised to minimise the risk that Business Credit Cards are used for fraudulent or corrupt purposes. Cardholders and their managers and supervisors are referred to the Northern Midlands Council's Risk Management Strategy Guidelines for further information on their role in relation to fraud and corruption prevention.

#### **6 ATTACHMENT**

6.1 Business Credit Card Policy

#### **RECOMMENDATION 1**

That the matter be discussed.

#### **RECOMMENDATION 2**

That Council resolves to adopt the Business Credit Card Policy as amended.

#### **DECISION**

Cr

Cr

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### CORP 3 POLICY: PRIVATE WORKS & DRIVEWAY ENTRANCES

*Attachments: Section 1 – Page 120*

*Responsible Officer: Leigh McCullagh, Works 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 review of the Private Works & Driveway Entrances policy.

#### **2 INTRODUCTION/BACKGROUND**

Council's Private Works & Driveway Entrances Policy was last reviewed in February 2012. The objective of the policy is to provide guidance in a consistent approach for undertaking private works and charging for construction of driveway entrances.

#### **3 STRATEGIC PLAN**

The Strategic Plan 2007/2017 provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

- Financial Management & Asset Management.

#### **4 FINANCIAL IMPLICATIONS**

Under this policy the cost of private works and driveway entrances are transparent and consistent.

#### **5 OFFICER'S COMMENTS**

This policy has been in use for many years and there are no obvious changes required under this review.

#### **6 ATTACHMENT**

6.1 Private Works and Driveway Entrances Policy

#### **RECOMMENDATION 1**

That the matter be discussed.

#### **RECOMMENDATION 2**

That Council resolve to adopt the attached Private Works and Driveway Entrances Policy.

#### **DECISION**

Cr

Cr

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### **CORP 4 POLICY REVIEW: COUNCILLORS ALLOWANCES, TRAVELLING & OTHER EXPENSES POLICY**

*Attachments: Section 1 – Page 122*

*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 approval to amend the Northern Midlands Council, Councillors Allowances, Travelling & Other Expenses Policy.

#### **2 INTRODUCTION/BACKGROUND**

A recent review of the Councillors Allowances, Travelling & Other Expenses Policy has resulted in some minor amendments deleting facsimile services and updating monetary amounts.

#### **3 STRATEGIC PLAN 2007/2017**

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following “Volume 1 – Mapping Our Direction” goals have relevance to this issue:

- Part 1 - Governance

#### **4 POLICY IMPLICATIONS**

Regular review of Policies is important to ensure they remain current and correspond with legislative changes.

#### **5 STATUTORY REQUIREMENTS**

Council pay allowances in accordance with Section 42 and Schedule 4 of the Local Government (General) Regulations 2015.

#### **6 FINANCIAL IMPLICATIONS**

An annual review of the above regulations is undertaken and any changes are effective from 1 November each year.

#### **7 RISK ISSUES**

This policy is to assist with Councillor travelling and other expenses due to the risk that electors are deterred by cost from seeking a position in Council.

#### **8 CONSULTATION WITH STATE GOVERNMENT**

Not applicable.

#### **9 COMMUNITY CONSULTATION**

Not applicable.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### 10 OPTIONS FOR COUNCIL TO CONSIDER

Council can accept the amended Councillors Allowances, Travelling & Other Expenses Policy or reject the amended Councillors Allowances, Travelling & Other Expenses Policy.

### 11 OFFICER'S COMMENTS/CONCLUSION

There have only been some minor amendments to the Policy to delete reference to facsimile services and updating of monetary amounts.

### 12 ATTACHMENTS

12.1 Councillors Allowances, Travelling & Other Expenses Policy with marked up changes.

#### RECOMMENDATION 1

That Council discuss the matter.

#### RECOMMENDATION 2

That Council adopt the amendments to the Councillors Allowances, Travelling & Other Expenses Policy.

#### DECISION

Cr

Cr

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### **CORP 5 POLICY REVIEW: INFORMATION AND COMMUNICATION TECHNOLOGY RESOURCES AND ELECTRONIC COMMUNICATIONS ACCEPTABLE USE POLICY**

*Attachments: Section 1 – Page 128*

*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 approval to amend the Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy.

#### **2 INTRODUCTION/BACKGROUND**

A recent review of the Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy has resulted in only some minor amendments.

#### **3 STRATEGIC PLAN 2007/2017**

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

- Part 1 - Governance

#### **4 POLICY IMPLICATIONS**

Regular review of Policies is important to ensure they remain current and correspond with corporate changes.

#### **5 STATUTORY REQUIREMENTS**

Not applicable.

#### **6 FINANCIAL IMPLICATIONS**

Not applicable.

#### **7 RISK ISSUES**

This policy is to reduce the risk of information technology not being used properly and protecting Council from serious technology threats.

#### **8 CONSULTATION WITH STATE GOVERNMENT**

Not applicable.

#### **9 COMMUNITY CONSULTATION**

Not applicable.

#### **10 OPTIONS FOR COUNCIL TO CONSIDER**

Council can accept the amended Policy or reject the amended Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### 11 OFFICER'S COMMENTS/CONCLUSION

There have only been some minor amendments to the Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy to ensure it is up to date with corporate practices.

### 12 ATTACHMENTS

12.1 Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy with marked up changes.

#### RECOMMENDATION 1

That Council discuss the matter.

#### RECOMMENDATION 2

That Council adopt the amendments to the Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy.

#### DECISION

Cr

Cr



# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### CORP 6 POLICY REVIEW: RISK MANAGEMENT POLICY

*Attachments: Section 1 – Page 133*

*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 approval to amend the Risk Management Policy.

#### **2 INTRODUCTION/BACKGROUND**

A recent review of the Risk Management Policy has resulted in only some minor amendments.

#### **3 STRATEGIC PLAN 2007/2017**

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following “Volume 1 – Mapping Our Direction” goals have relevance to this issue:

- Part 1 - Governance

#### **4 POLICY IMPLICATIONS**

Regular review of Policies is important to ensure they remain current and correspond with corporate changes.

#### **5 STATUTORY REQUIREMENTS**

Not applicable.

#### **6 FINANCIAL IMPLICATIONS**

Not applicable.

#### **7 RISK ISSUES**

This policy is to assist to reduce the risk within the organisation therefore understanding and compliance is important.

#### **8 CONSULTATION WITH STATE GOVERNMENT**

Not applicable.

#### **9 COMMUNITY CONSULTATION**

Not applicable.

#### **10 OPTIONS FOR COUNCIL TO CONSIDER**

Council can accept the amended Policy or reject the amended Risk Management Policy.

#### **11 OFFICER’S COMMENTS/CONCLUSION**

There have only been some minor amendments to the Risk Management Policy to ensure it is up to date with corporate practices.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### 12 ATTACHMENTS

12.1 Risk Management Policy with marked up changes.

#### RECOMMENDATION 1

That Council discuss the matter.

#### RECOMMENDATION 2

That Council adopt the amendments to the Risk Management Policy.

#### DECISION

Cr

Cr

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### **CORP 7      POLICY REVIEW: ACCOUNTING POLICY**

*Attachments: Section 1 – Page 154*

*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 review Council's Accounting Policy.

#### **2      INTRODUCTION/BACKGROUND**

Council last amended its Accounting Policy in January 2015.

In summary the Accounting Policy sets out the parameters for the preparation of the general purpose financial report which is prepared in accordance with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board and the *Local Government Act 1993* (as amended).

Council's Audit Committee endorse the proposed changes to the Accounting Policy.

#### **3      STRATEGIC/OPERATIONAL PLAN**

The Strategic Plan states that Council will pursue on-going development of policies and programs directed at improving performance in strategic direction, leadership, engagement, efficiency, viability and sustainability.

#### **4      POLICY IMPLICATIONS**

The policy implementation has financial and reputation effects on Council.

#### **5      STATUTORY REQUIREMENTS**

The Local Government Act and Accounting Standards regulate the majority of the annual financial report and therefore this policy review.

#### **6      FINANCIAL IMPLICATIONS**

The accurate disclosure of Council's financial situation is of high importance to all stakeholders.

#### **7      CONSULTATION WITH STATE GOVERNMENT**

The financial report is audited by the Tasmanian Audit Office.

#### **8      COMMUNITY CONSULTATION**

There are provisions under the *Local Government Act* for Council to hold an Annual General Meeting to present the financial report to all stakeholders.

#### **9      RISK ISSUES**

The risk issues are minimised by the Tasmanian Audit Office providing an independent audit opinion on its implementation.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### 10 OFFICERS COMMENTS

The policy reflects the notes to the annual financial statements for 2015/16.

### RECOMMENDATION

That Council endorse the amended Policy as follows.

### DECISION

Cr

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### DEV 1 MONTHLY REPORT: DEVELOPMENT SERVICES

Responsible Officer: Des Jennings, General Manager

Report prepared by: Gail Eacher, Executive Assistant and Paul Godier, Senior Planner

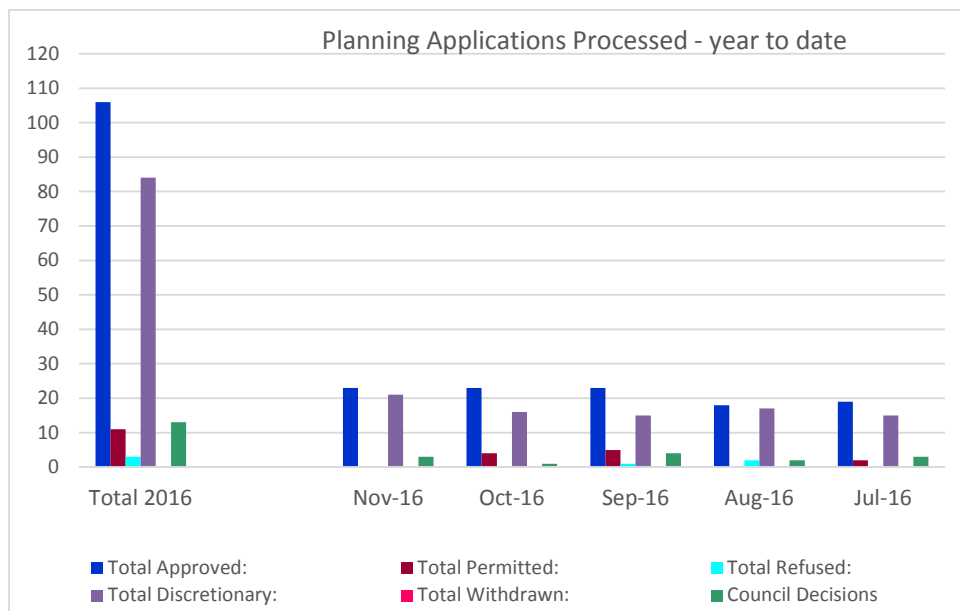
#### 1 PURPOSE OF REPORT

The purpose of this report is to present the planning and development activities as at 31 August 2016.

#### 2 DEVELOPMENT SERVICES REPORTING

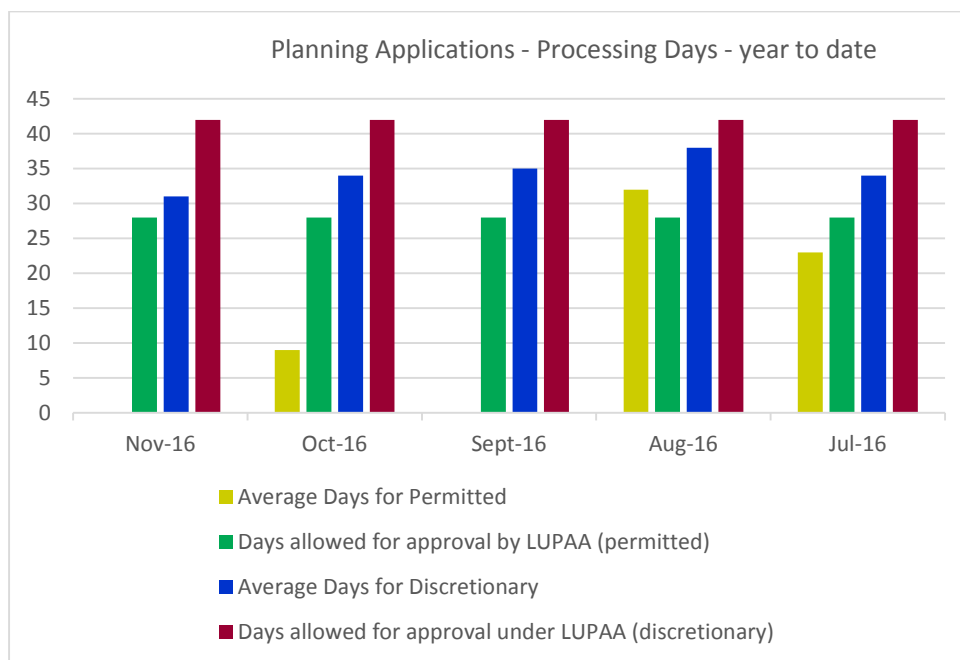
##### 2.1 Planning Decisions

	Total 2016	Nov- 16	Oct- 16	Sept- 16	Aug- 16	Jul- 16
Total Approved:	<b>106</b>	23	23	23	18	19
Total Permitted:	<b>11</b>	0	4	5	0	2
Average Days for Permitted		0	8	8	-	11
Days allowed for approval by LUPAA		28	28	28	28	28
Total Exempt under IPS:	<b>11</b>	2	3	3	1	2
Total Refused:	<b>3</b>	0	0	1	2	0
Total Discretionary:	<b>84</b>	21	16	15	17	15
Average Days for Discretionary:		31	29	38	36	38
Days allowed for approval under LUPAA:		42	42	42	42	42
Total Withdrawn:	<b>0</b>	0	0	0	0	0
Council Decisions:	<b>13</b>	3	1	4	2	3



# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
<b>DELEGATED DECISIONS</b>					
P16-219	Wifi signage (heritage-listed place)	16 Blenheim St, AVOCA	Department of State Growth	28	D
P16-220	Aggregate pre-coating plant at quarry (extractive industry) - accessed over 827, 831 and 833 Hobart Rd and 59 Raeburn Rd (Environmental Impacts and Attenuation Code)	835 Hobart Rd, BREADALBANE	Stornoway Quarries Pty Ltd	27	D
P16-226	Parklet outside Blenheim Inn (heritage precinct)	Marlborough St road reserve, LONGFORD	Northern Midlands Council	36	D
P16-227	Parklet outside JJ's Bakery (heritage precinct)	Wellington St road reserve, LONGFORD	Northern Midlands Council	36	D
P16-230	Partial change of use to B&B & signage (heritage-listed place in heritage precinct)	154 High St, CAMPBELL TOWN	A & P Mitford	38	D
P16-232	Additions to dwelling & garage (carport) - vary front and side (N) setback (attenuation distance)	8 Hay St, LONGFORD	Adams Building Design	26	D
P16-238	Deck & retaining wall - vary internal boundary setbacks (heritage precinct)	27-29 Collins St, EVANDALE	A L Kelly	37	D
P16-243	Shed (vary height, floor area & siting) & tree removal (attenuation area)	28 Devon Hills Rd, DEVON HILLS	PJ & TJ Drayton	29	D
P16-249	Dwelling & garage (vary rear setback)	29A Pakenham St, LONGFORD	Heger Constructions Pty Ltd	31	D
P16-250	Partial change of use to business & professional services (Veterinary services for care of broodmares associated with Longford Equine Centre) (irrigation district)	206 Maitland Rd, TOIBERRY	Cohen & Associates Pty Ltd (obo Atkinson)	20	D
P16-251	Placement of flower pots outside Longford businesses (heritage precinct & heritage-listed place)	Marlborough & Wellington Sts road reserves, & 54 Wellington St, LONGFORD	Northern Midlands Council	22	D
P16-252	Demolition, alterations & extensions to Toosey Aged Care Facility [non-conforming existing use rights - 9.1.1 (b) & (c)], heritage area, attenuation distance, vary carparking & vary height	10 Archer St, LONGFORD	Ganche Chua	14	D
P16-255	Solar panels on Evandale Community Centre roof (heritage-listed place in heritage precinct)	18 High St, EVANDALE	Northern Midlands Council	31	D

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016

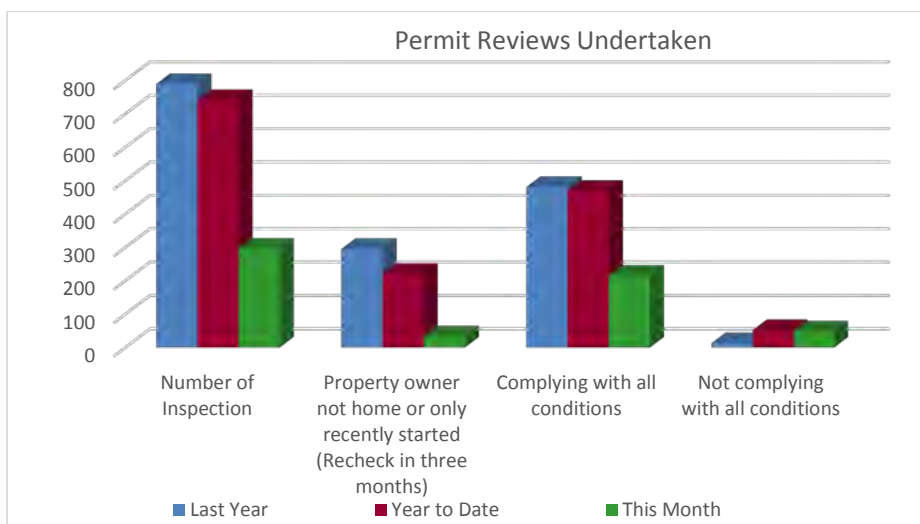


Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
<b>DELEGATED DECISIONS</b>					
P16-268	Subdivision (3 lots from 4) - consolidation for primary industry development (10.5ha lot for existing house, 136.1ha & 157ha lot)	1397 & 1350 Bishopsbourne Rd, Bishopsbourne (136328/1) & 2060 Maitland Rd, LONGFORD	P & J Reader	28	D
P16-269	Additional crossover on eastern side of lot	23 Minerva Dr, PERTH	Pure Developments	28	D
P16-270	Garage & carport (& demolition of existing shed) - vary side (N) and rear (E) setback	17 Murfett St, CRESSY	S Campain	28	D
P16-272	Swimming pool	5 Myrtle Pl, PERTH	Tasmanian Reef Pools	0	E
P16-287	Dwelling	45a Pakenham St, LONGFORD	Design to Live	0	E
<b>COUNCIL DECISIONS</b>					
P16-056	Change of use to food services (café and takeaway food premises), installation of roof vent & signage (heritage precinct, vary car parking provisions) (retrospective)	60 Wellington St, LONGFORD	Karen Bell	42	D
P16-154	Dwelling & 2 sheds (vary setbacks in rural zone) & new access - attenuation area	18 Wilmores Ln (cnr Cressy Rd), LONGFORD	Rebecca Green & Associates (obo L&A Barrett)	42	D
P16-206	Use dwelling as visitor accommodation - heritage precinct, partially within attenuation distance of sewage treatment plant	11 Badajos St, ROSS	N Jones	42	D
<b>COUNCIL DECISIONS - REFUSAL</b>					
-	-	-	-	-	-
<b>RMPAT DECISIONS</b>					
P16-018	23-lot subdivision in 3 stages & cul de sac (from 3 lots) (Bushfire prone area & attenuation distance)	7-21 Paton St, LONGFORD	PDA Surveyors (obo Structured Finance Corp P/L)	42	D
P16-065	18-lot subdivision, filling of lots 1-15 & 201, and removal of 34 trees (within 50m of railway)	1 Edward St, PERTH	Woolcott Surveys	42	D

## 2.2 Planning Compliance – Permit Review

### Permit Reviews Undertaken

	Last Year	Year to Date	This Month
Number of Inspection	789	741	296
Property owner not home or only recently started (Recheck in three months)	295	220	33
Complying with all conditions	481	469	215
Not complying with all conditions	13	12	48



# AGENDA – ORDINARY MEETING

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### 2.3 Matters Awaiting Decision By TPC & RMPAT

TPC		Tasmanian Planning Commission
IPS	Northern Midlands Interim Planning Scheme 2013 – effective date 1.6.13. Report on representations sent to TPC. TPC held a meeting on 21.5.15 with Council staff and representors to discuss representations to the Interim Scheme. TPC proposed urgent amendment to be tabled at December Council meeting.	
TPS	Tasmanian Planning Scheme – State Planning Provisions (SPP). TPC panel heard submissions in relation to the SPP zones and codes on dates from July to October 2016 and are complete. The Commission has to complete its consideration of the draft SPPs and report to the Minister.	
02/15	Draft Amendment 02/15 – revisions to heritage provisions – TPC hearing held 10.11.16.	
07/15	Draft Amendment & Planning Permit P15-331 - 2 Hudson Fysh Drive, Western Junction – Carpark (variations to development standards). TPC held hearing 17.6.16. Amendment modified as directed by the TPC by way of making the amendment more widely applicable and sent to TPC.	
01/16	Site-specific Planning Scheme Amendment 01/16 & 24-hour service station. TPC hearing held 10.11.16	
02/2016	Draft Amendment 02-2016 rezone 39 Church St, Ross from Community Purpose to Local Business - s39 report to TPC on 30.11.16	
RMPAT		Resource Management & Planning Appeals Tribunal
-	-	
Decisions received		
TPC		
-	-	
RMPAT		
P16-065	Appeal 58/16S - 1 Edward St, Perth- 18-lot subdivision, filling of lots 1-15 & 201, & removal of 34 trees. Consent decision received from TPC – permit issued.	
P16-018	Appeal 78/16P – 7-21 Paton Street, Longford – 23-lot subdivision. Consent decision received from TPC – permit issued.	

### 2.4 Building Approvals

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

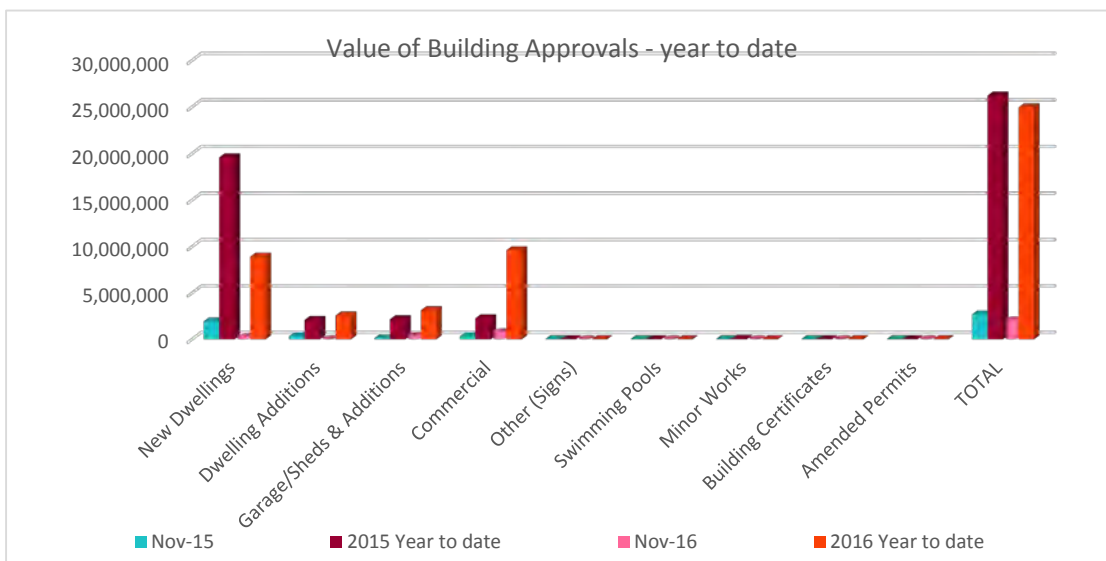
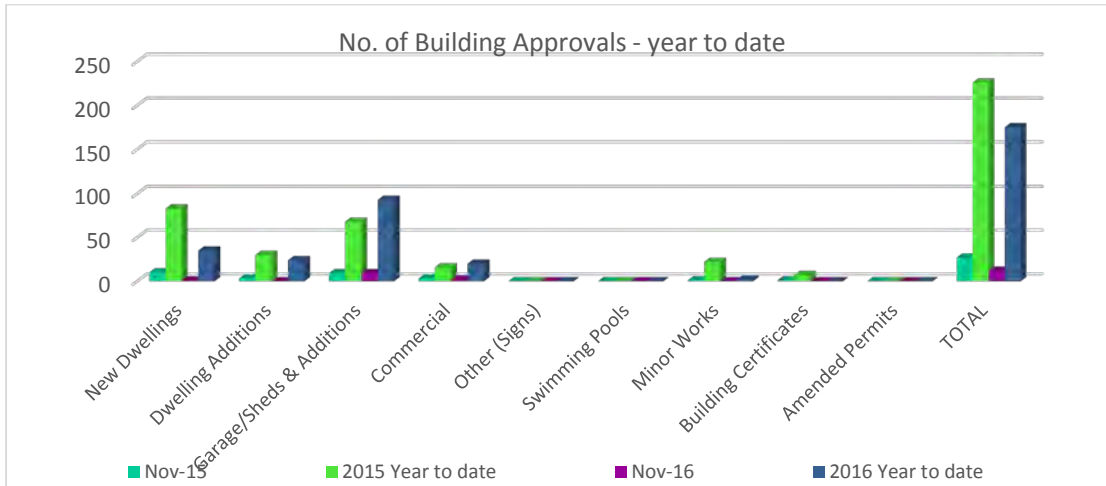
	YEAR - 2015				YEAR - 2016			
	NOV		JAN - NOV		NOV		JAN - NOV	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$
New Dwellings	10	1,925,262	83	19,583,218	1	217,338	35	8,918,588
Dwelling Additions	3	319,500	30	2,077,543			24	2,561,710
Garage/Sheds & Additions	9	112,300	68	2,152,712	9	354,604	93	3,131,670
Commercial	3	310,000	16	2,251,456	2	755,000	20	9,603,600
Other (Signs)								
Swimming Pools								
Minor Works	1	2,000	22	60,190			2	6,600
Building Certificates	1	2,500	7	15,061				
Amended Permits								
<b>TOTAL</b>	<b>27</b>	<b>2,671,562</b>	<b>226</b>	<b>26,222,726</b>	<b>12</b>	<b>2,062,660</b>	<b>175</b>	<b>24,957,886</b>
<b>Inspections</b>								
Building	0				35		345	
Plumbing	0				23		270	

Figures do not include Building Approvals processed under the Resource Sharing Agreements.



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### 3 STRATEGIC PLAN 2007/2017

The Strategic Plan seeks to reinforce community confidence in the planning process and the integrity of Council, with fair, consistent and accountable decision making having regard to community expectations.

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following “Volume 1 – Mapping Our Direction” goals have relevance to this issue:

- 4.4 Planning Practice

### 4 POLICY IMPLICATIONS

Part 4.4 of the Strategic Plan contains the Policy:

*Reinforce community confidence in the planning process and the integrity of Council.*

To achieve this, the Strategic Plan requires *fair, consistent and accountable decision making having regard to community expectations.*

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### 5 STATUTORY REQUIREMENTS

#### 5.1 *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.

#### 5.2 *Building Act 2000*

Section 18 of the *Building Act 2000* requires Council to enforce compliance with the Act.

### 6 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.

### 7 COMMUNITY CONSULTATION

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

### 8 OFFICER'S COMMENTS/CONCLUSION

Planning approval timelines for processing of applications have increased to 31 days, up from 29 days in September, but down from 38 days in August (42 days allowed by LUPAA).

Permit reviews are on track with last year with 741 being inspected to date, compared to 789 in the previous year.

There have been 175 building approvals at a value of \$24,957,886 compared to 226 approvals at a value of \$26,222,726 for the 2015 (year to date).

### 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            Tasmanian Planning Commission Panel Assessment Potential Urgent Amendment to the Northern Midlands Interim Planning Scheme 2013

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### **PLAN 1 TASMANIAN PLANNING COMMISSION PANEL ASSESSMENT POTENTIAL URGENT AMENDMENT TO THE NORTHERN MIDLANDS INTERIM PLANNING SCHEME 2013**

*Attachments: Section 1 – Page 165*

*File: 13/026/003/003*  
*Responsible Officer: Des Jennings, General Manager*  
*Report prepared by: Paul Godier, Senior Planner*

#### **1 INTRODUCTION**

The Tasmanian Planning Commission formed a Panel to assess the six Northern Region Interim Planning Schemes. The Panel advises that it has identified a number of errors and anomalies in and between the Interim Schemes in relation to drafting, formatting, clause numbering, and references.

The Panel has determined that the appropriate statutory process to correct these various errors in each of the six schemes is by issuing a notice to the Minister recommending that he issue an authorisation for an urgent amendment.

The Panel has invited Council's comment on the proposed amendments and this report addresses the matters raised by the Panel in relation to the Northern Midlands Interim Planning Scheme 2013.

#### **2 STRATEGIC PLAN 2007/2017**

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

- 4.7 Land Use Planning
- 4.14 Regional Planning

#### **3 POLICY IMPLICATIONS**

No policy implications have been identified.

#### **4 STATUTORY REQUIREMENTS**

##### **4.1 Land Use Planning & Approvals Act 1993**

Under section 30K(4)(a) the Panel has determined that issuing a notice to the Minister (section 30IA (1)) recommending that he issue an authorisation under section 30IA (3) of the Act is the appropriate statutory process to correct the various errors in each of the six relevant schemes.

#### **5 FINANCIAL IMPLICATIONS**

Assessment of the proposed urgent amendments is within existing budget allocations.

#### **6 RISK ISSUES**

No risk issues have been identified.

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### 7 CONSULTATION WITH STATE GOVERNMENT

The Tasmanian Planning Commission’s Panel assessing the Interim Schemes has written advising that it would appreciate Council’s written comments, by the 16<sup>th</sup> December, on the potential urgent amendments before finalising its recommendations to the Minister for Planning and Local Government.

### 8 COMMUNITY CONSULTATION

The matters raised by the TPC Panel are as a result of community consultation on the six Northern Region Interim Schemes.

### 9 OPTIONS FOR COUNCIL TO CONSIDER

After considering the proposed amendments council can advise the TPC that it agrees with them, or move an alternative advice to be provided to the to the TPC.

### 10 OFFICER’S COMMENTS/CONCLUSION

The amendments proposed by the TPC Panel, and the planner’s comments, are included below.

TPC potential urgent amendments for Council comment	NMC Planner’s comments
In Clause 4.1, revise the definition of “Forest practices plan” to be “means a Forest Practices Plan certified under the Forest Practices Act 1985”.	Agree with revising the definition of Forest Practices Plan as follows: <i>Forest practices plan means a Forest Practices Plan certified under the Forest Practices <del>Code 2000</del> Act 1985.</i>
In Clause 5.0.1, replace “5.9” with “5.11”.  Insert the following after cl.5.10:  <i>5.11 Navigation aids 5.11.1 The erection, maintenance or repair of navigation aids, other than a lighthouse, by or on behalf of the State Government, a Council, a statutory authority, or a corporation all the shares of which are held by or on behalf of the State or by a statutory authority.</i>	Agree with adding navigational aids as defined below to the exemptions: <i>5.0.1 Use or development described in subclauses 5.1 – <del>5.10</del> 5.11 is exempt from requiring a permit under this planning scheme. 5.11 Navigation aids 5.11.1 The erection, maintenance or repair of navigation aids, other than a lighthouse, by or on behalf of the State Government, a Council, a statutory authority, or a corporation all the shares of which are held by or on behalf of the State or by a statutory authority.</i>
Delete Clause 9.5 Subdivision	The TPC panel report advises that this is recommended for regional consistency and that retention of the clause would undermine the intention of having acceptable solutions for some subdivisions. It is noted that clauses 12.4.3.1 A1.2 <i>Subdivision at Devon Hills will not result in any new lots</i> and P1.2 <i>Land in Devon Hills must not be further subdivided</i> are not affected by the proposed amendment. Agree with deleting clause 9.5 as follows: <del>Notwithstanding any other provisions of this planning scheme, with the exception of sub clause 9.3.1, all applications for subdivision may be refused or approved at the discretion of the planning authority, unless the application is for a subdivision that must not be approved under section 84 of the Local Government (Building and Miscellaneous Provisions) Act 1993.</del>
In Clause 10.4.13.7 A1.1 replace “ground level” with “finished ground level”.	Agree as “finished ground level” is defined in the scheme, “ground level” is not.

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TPC potential urgent amendments for Council comment	NMC Planner's comments
In A1.2 replace "patio's" with "patios".	
After the heading <i>12.4 Development Standards</i> delete the words "12.4.1 Clauses 12.4.1.1-12.4.1.6 only apply to development within the Residential Use Class". After clause 12.4.1.6 delete the words "12.4.2 Clause 12.4.2.1 only applies to development other than the Residential Use Class".	Agree with the proposed change to the Low Density Residential zone: <i>12.4 Development Standards</i> <i>12.4.1 Clauses 12.4.1.1 – 12.4.1.6 only apply to development within the Residential Use Class.</i> <i>12.4.1.1 Site coverage</i> <i>12.4.1.2 Building height</i> <i>12.4.1.3 Frontage setbacks</i> <i>12.4.1.4 Rear and side setbacks</i> <i>12.4.1.5 Location of carparking</i> <i>12.4.1.6 Outbuildings and ancillary structures</i>
In Clause 12.4.1.6 A1 c), insert the word "building" after the word "maximum".	Agree with the proposed change to the Low Density Residential zone: <i>A1 Outbuildings must not have a:</i> <i>a) combined gross floor area of greater than 80m; and</i> <i>b) maximum wall height of greater than 3.5m; and</i> <i>c) maximum building height greater than 4.5m.</i>
In 12.4.2.1 rename the heading to "Form and Scale of Buildings". In 12.4.2.1, in the Objective delete the words "non residential"	Agree with the proposed change to the Low Density Residential zone: <del><i>12.4.2 Clause 12.4.2.1 only applies to development other than the Residential Use Class.</i></del> <del><i>12.4.2.1 Non-Residential Buildings</i></del> <b>Form and Scale of Buildings</b> <b>Objective</b> <i>To ensure that all non-residential development undertaken in the Low Density Residential Zone is sympathetic to the form and scale of residential development and does not affect the amenity of nearby residential properties.</i>
In Clause 28.4.1 P1, replace P1 with P1.1, add "; or" at the end of clause and insert new clause: "P1.2 Where development is unavoidably prominent in the landscape, it must provide a significant community benefit." In P1.1 (a), insert new subclause "(v) The functional requirements of the proposed development or use; and"	Agree with the proposed change to the Utilities zone: <i>P1.1 Height must:</i> <i>a) minimise the visual impact having regard to:</i> <i>i) prevailing character of the landscape or urban pattern of the surrounding area; and</i> <i>ii) form and materials; and</i> <i>iii) the contours or slope of the land; and</i> <i>iv) existing screening or the ability to implement/establish screening through works or landscaping; and</i> <i>v) The functional requirements of the proposed development or use; and</i> <i>b) protect the amenity of residential uses in the area from unreasonable impacts having regard to:</i> <i>i) the surrounding pattern of development; and</i> <i>ii) the existing degree of overlooking and overshadowing; and</i> <i>iii) methods to reduce visual impact; or</i> <i>P1.2 Where development is unavoidably prominent in the landscape, it must provide a significant community benefit.</i>
Revise Clause 28.4.1 A1 (a) by deleting "6m" and replacing it with "10m".	Agree with the proposed change to the Utilities zone: <i>A1 Height must not exceed:</i> <i>a) <del>6m</del> 10m; or</i>

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TPC potential urgent amendments for Council comment	NMC Planner's comments
	b) 15 m for ancillary antenna and masts for communication devices.
At Clause E4.7.1 A1 b) delete the word 'envelopes' and replace with the word 'areas'.	Agree with the proposed change to the Road and Railway Assets Code: A1 The following must be at least 50m from a railway, a future road or railway, and a category 1 or 2 road in an area subject to a speed limit of more than 60km/h: a) new road works, buildings, additions and extensions, earthworks and landscaping works; and b) building envelopes areas on new lots; and c) outdoor sitting, entertainment and children's play areas
At E7.3, replace 'Table 7.1' with 'Table E7.1' At E7.6.2, A1, replace 'Table 7.1' with 'Table E7.1' At E7.6.2, P1(a), replace 'Table 7.1' with 'Table E7.1' At E7.6.2, A2(b), replace 'Table 7.1' with 'Table E7.1' At E7.6.2, P2, replace 'Table 7.1' with 'Table E7.1'	Agree with these typographical corrections referring to Table E7.1.
In Clause E9.6.1 Modify A2 to read: A2.1 A wetland must not be filled, drained, piped or channelled beyond the boundaries of a road reserve. A2.2 Disturbance of a wetland must be to the minimum necessary for a road authority to construct, drain or maintain a road.	Agree with the changes proposed to E9.6.1: A2.1 A wetland must not be filled, drained, piped or channelled beyond the boundaries of a road reserve. A2.2 Disturbance of a wetland must be to the minimum necessary for a road authority to construct, drain or maintain a road.
In E9.6.1 replace P2 (No performance criteria) with: P2 Disturbance of watercourses and wetlands must minimise loss of hydrological and biological values, having regard to: (i) natural flow regimes, water quality and biological diversity of any waterway or wetland; (ii) design and operation of any buildings, works or structures on or near the wetland or waterway; (iii) opportunities to establish or retain native riparian vegetation; (iv) sources and types of potential contamination of the wetland or waterway.	Agree with the changes proposed to E9.6.1: P2 <del>No performance criteria</del> Disturbance of watercourses and wetlands must minimise loss of hydrological and biological values, having regard to: (i) natural flow regimes, water quality and biological diversity of any waterway or wetland; (ii) design and operation of any buildings, works or structures on or near the wetland or waterway; (iii) opportunities to establish or retain native riparian vegetation; (iv) sources and types of potential contamination of the wetland or waterway.
In E9.6.2 replace 'P1 No performance criteria' with P1 Stormwater discharges to watercourses and wetlands must minimise loss of hydrological and biological values, having regard to: (i) natural flow regimes, water quality and biological diversity of any waterway or wetland; (ii) design and operation of any buildings, works or structures, on or near the wetland or waterway;	Agree with the changes proposed to E9.6.2: P1 <del>No performance criteria</del> Stormwater discharges to watercourses and wetlands must minimise loss of hydrological and biological values, having regard to: (i) natural flow regimes, water quality and biological diversity of any waterway or wetland; (ii) design and operation of any buildings, works or structures, on or near the wetland or waterway; (iii) sources and types of potential contamination of the wetland or waterway.



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TPC potential urgent amendments for Council comment	NMC Planner's comments
<p>(iii) sources and types of potential contamination of the wetland or waterway.</p> <p>(iv) devices or works to intercept and treat waterborne contaminants;</p> <p>(v) opportunities to establish or retain native riparian vegetation or continuity of aquatic habitat;</p>	<p>(iv) devices or works to intercept and treat waterborne contaminants;</p> <p>(v) opportunities to establish or retain native riparian vegetation or continuity of aquatic habitat;</p>
In E9.6.3 replace 'A1 No acceptable solution' with 'A1 A road or track does not cross, enter or drain to a watercourse or wetland.'	Agree with the changes proposed to E9.6.3: <del>A1 No acceptable solution</del> A road or track does not cross, enter or drain to a watercourse or wetland.'
In E10.2.1 delete the words "use or" after "applies to". Insert the word "General" after "for subdivision in the"	E10.2.1 This code applies to <del>use or</del> development of land for subdivision in the general residential, general industrial, light industrial, commercial, local business, general business, low density residential, rural living and village zones.
Delete the term "land" from Clause E11.1.1 a).	E11.1.1 The purpose of this provision is to: a) ensure appropriate consideration of the potential for environmental harm or environmental nuisance in the location of new sensitive <del>land</del> uses; or

### 11 ATTACHMENTS

12.1 TPC letter

#### RECOMMENDATION 1

That the matter be discussed.

#### RECOMMENDATION 2

That Council advise the Tasmanian Planning Commission that it supports the proposed urgent amendments.

#### DECISION

Cr

Cr

# AGENDA – ORDINARY MEETING

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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.

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### CON – ITEMS FOR THE CLOSED MEETING

#### DECISION

Cr

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

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

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

#### CON 2 APPLICATIONS BY COUNCILLORS FOR LEAVE OF ABSENCE

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

#### CON 3 (1) PERSONNEL MATTERS

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

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

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

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

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

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

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

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

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

#### CON 3 (6) 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*.  
*Macquarie Road*

# AGENDA – ORDINARY MEETING

## 12 DECEMBER 2016



### CON 4 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)(d) of the *Local Government (Meeting Procedures) Regulations 2015*.  
*Perth*

#### DECISION

Cr

That Council move out of the closed meeting.

Mayor Downie closed the meeting at .....