



**NORTHERN  
MIDLANDS  
COUNCIL**

# **MINUTES**

**Ordinary Meeting of Council**

**Monday, 19 February 2018**

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



MINUTES OF THE ORDINARY MEETING OF THE NORTHERN MIDLANDS COUNCIL HELD AT THE COUNCIL CHAMBERS, LONGFORD AT 5.07PM ON MONDAY, 19 FEBRUARY 2018

### 31/18 ATTENDANCE

#### 1 PRESENT

Mayor Downie, Deputy Mayor Goss, Cr Adams, Cr Calvert, Cr Goninon, Cr Gordon, Cr Knowles OAM, Cr Polley AM (from 5.10pm)

#### In Attendance:

Mr Jennings – General Manager, Miss Bricknell – Corporate Services Manager, Mrs Bond – Community & Development Manager, Mr Leigh McCullagh – Works Manager, Mrs Eacher – Executive Assistant

#### 2 APOLOGIES

Cr Lambert

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### 33/18 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.

No pecuniary interest declarations were received.

### 34/18 CONFIRMATION OF MINUTES

#### 1 ORDINARY COUNCIL MEETING – 29 JANUARY 2018

##### DECISION

##### **Cr Knowles/Cr Gordon**

The Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 29 January 2018 be confirmed as a true record of proceedings.

Carried unanimously

#### 2 CONFIRMATION OF MINUTES OF COMMITTEES

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

	Date	Committee	Meeting
i)	07/11/2017	Avoca Museum and Information Centre	Ordinary
ii)	21/11/2017	Longford Local District Committee	Ordinary
iii)	23/11/2017	Avoca Museum and Information Centre	Special
iv)	31/01/2018	Cressy Local District Committee	Ordinary
v)	31/01/2018	Longford Local District Committee	Ordinary
vi)	06/02/2018	Campbell Town District Forum	Ordinary
vii)	06/02/2018	Perth Local District Committee	Ordinary
viii)	06/02/2018	Evandale Advisory Committee	Ordinary
ix)	07/02/2018	Ross Local District Committee	Ordinary

##### DECISION

##### **Cr Adams/Cr Gordon**

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

Carried unanimously

#### 3 RECOMMENDATIONS OF SUB COMMITTEES

**NOTE:** Matters already considered by Council at previous meetings have been incorporated into INFO 10: Officer's Action Items.

##### **Perth Local District Committee - Perth Bicentenary 2021**

At the meeting of the Perth Local District Committee held on 6 February the following motion was put and carried unanimously:

*That Council appoint a Special Committee of Council to coordinate and plan for the 2021 Perth Bicentenary. The Special Committee to include representatives from the various community groups active in Perth.*

##### **Officers comment**

*This matter requires discussion at a Council workshop prior to a report being tabled at a future Council meeting.*

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### Officer's Recommendation:

*That the appointment of a Special Committee to coordinate the 2021 Perth Bicentenary celebrations be discussed at a future Council workshop, prior to a Council report being prepared.*

### DECISION

#### **Cr Adams/Cr Knowles**

That the appointment of a Special Committee to coordinate the 2021 Perth Bicentenary celebrations be discussed at a future Council workshop, prior to a Council report being prepared.

Carried unanimously

### **Evandale Advisory Committee – Entrance Statement**

At the meeting of the Evandale Advisory Committee held on 6 February the following motion was put and carried unanimously:

*That it be recommended to Council that the Evandale Entrance Statement be a simple plinth design, of recycled brick construction to be in keeping with the Water Tower, displaying the town name and date of settlement (similar to that constructed at Ross).*

#### Officers comment

*A number of options were presented at previous Committee meetings and discussed by Councillors at Council Workshops, a recommendation from the Committee was sought by Council.*

#### Officers recommendation

*That Council consider inclusion of the design and/or construction of the suggested Entrance Statement for Evandale in the 2018/2019 budget deliberations.*

### DECISION

#### **Cr Knowles/Cr Gordon**

That Council consider inclusion of the design and/or construction of the suggested Entrance Statement for Evandale in the 2018/2019 budget deliberations.

Carried unanimously

**35/18      DATE OF NEXT COUNCIL MEETING**  
**19 MARCH 2018**

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, 19 March 2018.

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### 36/18 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
05/02/2018	<p><b>Council Workshop</b> Discussion:</p> <ul style="list-style-type: none"> <li>Campbell Town War Memorial Oval</li> <li>Longford Community Centre Feasibility Project</li> <li>Illawarra Road Longford – Roundabout</li> <li>Overnight Camping</li> <li>Noise Complaints</li> <li>Longford Railway Bridge – Illawarra Road</li> <li>Honour Board</li> <li>Indigenous Procurement Policy</li> <li>Shipping Containers for Construction Sites</li> <li>Hobart Road Bike Lane</li> <li>Street Tree Planting</li> <li>Christmas Decorations</li> </ul>
19/02/2018	<p><b>Council Workshop</b> Discussion:</p> <ul style="list-style-type: none"> <li>Council Meeting Agenda items</li> </ul>

#### 2 MAYOR'S COMMUNICATIONS

Mayor's Communications for the period 30 January 2018 to 19 February 2018 are as follows:

Date	Activity
30 January 2018	Attended Taswater teleconference, Campbell Town
30 January 2018	Attended farewell for Taswater Director, Hobart
5 February 2018	Attended Labor election announcement, Campbell Town
5 February 2018	Attended Council Workshop, Longford
7 February 2018	Attended Taswater Steering Committee Teleconference, Campbell Town
7 February 2018	Attended meeting with Geo Thermal Energy Curation, Epping Forest
8 February 2018	Attended Woolmers Estate new building official opening, Longford
8 February 2018	Attended meeting with Tas Irrigation, Launceston Airport
9 February 2018	Attended Taswater Steering Committee Teleconference, Campbell Town
9 February 2018	Attended Taswater Quarterly Report meeting, Launceston
11 February 2018	Attended Labor election announcement, Longford
11 February 2018	Attended Labor election announcement, Translink
13 February 2018	Attended meeting with John Tucker and Jane Howlett, Longford
14 February 2018	Attended Campbell Town Community Board meeting, Campbell Town
16 February 2018	Attended UTAS BBQ, Ross
19 February 2018	Attended Taswater Board Selection meeting, Campbell Town
19 February 2018	Attended Council Workshop and Meeting, Longford
Attended to 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:

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### 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 clear and concise statement identifying the subject matter; and
  - a heading on each page indicating the subject matter; and
  - a brief statement on each page of the subject matter and the action requested; and
  - a statement specifying the number of signatories; and
  - 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 –
- table the petition at the next ordinary meeting of the council; or
  - forward it to the general manager within 7 days after receiving it.
- (2) A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.
- (3) A petition is not to be tabled if –
- it does not comply with section 57; or
  - it is defamatory; or
  - 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.

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

- Lead –
  - Leaders with Impact
    - Core Strategies:
      - ♦ Communicate – Connect with the community
      - ♦ Lead – Councillors represent honestly with integrity
      - ♦ Manage – Management is efficient and responsive
  - Best Business Practice & Compliance
    - Core Strategies:
      - ♦ Council complies with all Government legislation
      - ♦ Continuous improvement is embedded in staff culture

### 2 CONFERENCES AND SEMINARS

Nil

## 5 132 & 337 CERTIFICATES ISSUED

	No. of Certificates Issued 2017/2018 year												Total 2016/2017	
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		Total
132	103	70	67	73	65	75	51						504	752
337	29	47	32	30	48	44	24						254	388

## 6 ANIMAL CONTROL

Prepared by: Martin Maddox, Accountant and Tammi Axton, Animal Control Officer

Item	Income/Issues 2016/2017		Income/Issues for January 2017		Income/Issues 2017/2018	
	No.	\$	No.	\$	No.	\$
Dogs Registered	3,673	88,802	51	1,872	4,082	101,033
Dogs Impounded	72	5,423	5	400	46	2,029
Euthanized	3	-	-	-	1	-
Re-claimed	63	-	5	-	39	-
Re-homed/To RSPCA	6	-	-	-	6	-
New Kennel Licences	5	345	-	-	10	700
Renewed Kennel Licences	65	2,772	-	-	66	2,838

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Item	Income/Issues 2016/2017		Income/Issues for January 2017		Income/Issues 2017/2018	
	No.	\$	No.	\$	No.	\$
Infringement Notices (paid in full)	77	13,203	4	1,113	51	8,568
Legal Action	1	3,500	-	-	-	-
Livestock Impounded	2	673	-	-	2	95
<b>TOTAL</b>		<b>114,718</b>		<b>3,385</b>		<b>115,264</b>

**Registration Audit of the Municipality** – Campbell Town, Avoca and Ross and rural areas left to do. To date 504 dogs have been found unregistered during the audit and 35 Infringements have been issued. 90% of dogs found to be unregistered are now registered for the year.

**Attacks** – 0 dog attacks recorded in January.

**Microchipping** – 3 dogs were microchipped in January.

**Impounded dog** – 5 dogs were impounded in January.

## 7 HEALTH ISSUES

### Immunisations

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

MONTH	2015/2016		2016/2017		2017/2018	
	Persons	Vaccination	Persons	Vaccination	Persons	Vaccination
July-September	31	31	43	49	82	82
October-December			46	52		
January-March	-	-	-	-		
April-June	-	-	16	45		

Immunisations are provided by the Longford Surgery during 2017 and have included Meningococcal.

### 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	2014/2015	2015/16	2016/17	2017/18
Notifiable Diseases	2	5	4	1
Inspection of Food Premises	118	154	75	39

Notifiable Disease investigations are carried out by the Department of Health and Human Services, 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. The number of inspections in the table above is the total number carried out since 1 July 2017. 10 inspections were undertaken in August.

## 8 CUSTOMER REQUEST RECEIPTS

Operational Area	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Animal Control	-	-	1	1	-	-	-					
Building & Planning	-	-	-	1	3	3	3					
Community Services	-	-	-	-	-	-	-					
Corporate Services	2	-	1	-	1	1	-					
Governance	-	-	-	-	-	1	-					
Waste	-	-	-	-	-	-	-					
Works (North)	13	5	14	14	13	9	18					
Works (South)	3	-	-	-	-	-	-					



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

Date	Recipient	Purpose	Amount
	Council wages and plant	Assistance to Campbell Town SES	\$75
	Council gifts and donations	Flowers and gifts	\$30
15-Aug-17	Campbell Town District High School	Chaplaincy	\$1,500
15-Aug-17	Campbell Town District High School	Inspiring Positive Futures Program	\$8,000
15-Aug-17	Cressy District High School	Inspiring Positive Futures Program	\$8,000
10-Oct-17	Campbell Town District High School	Donation - School Achievement Awards	\$103
10-Oct-17	Perth Primary School	Donation - School Achievement Awards	\$36
10-Oct-17	Evandale Primary School	Donation - School Achievement Awards	\$33
10-Oct-17	Longford Primary School	Donation - School Achievement Awards	\$36
10-Oct-17	Cressy District High School	Donation - School Achievement Awards	\$103
10-Oct-17	Avoca Primary School	Donation - School Achievement Awards	\$36
10-Oct-17	Perth Fire Brigade	Donation	\$50
10-Oct-17	Longford Fire Brigade	Donation	\$100
17-Oct-17	Helping Hand Associated	Donation	\$1,040
17-Oct-17	Longford Care-a-car	Donation	\$1,040
<b>School Bursary Program</b>			
15-Aug-17	Lucy Carr	Bursary Program 2017	\$500
22-Nov-17	Thomas Hartam-Bayles	Bursary Program 2018 - refund	(\$500)
17-Jan-18	Lachlan Nation	Bursary program 2017 - instalment 2	\$500
17-Jan-18	Brittney Johnson	Bursary program 2017 - instalment 2	\$500
17-Jan-18	Saige Venn-Evans	Bursary program 2017 - instalment 2	\$500
17-Jan-18	Jessica Bartels	Bursary Program 2018 - instalment 1	\$1,000
22-Jan-18	Jake Brown	Bursary program 2017 - instalment 2	\$500
22-Jan-18	Alex Davis	Bursary program 2017 - instalment 2	\$500
22-Jan-18	Madeleine Berry	Bursary Program 2018 - instalment 1	\$1,000
22-Jan-18	Bella Smith	Bursary Program 2018 - instalment 1	\$1,000
<b>Sporting/Academic Achievements</b>			
10-Oct-17	Mr Harry Heathcote	Metal Minds Robotics Team - Tech Challenge at Macq Uni	\$55
6-Dec-18	Miss Sophie Parkin	2017 National All Schools Track & Field	\$62
6-Dec-18	Mr L Eldershaw	U18 National Cricket Carnival	\$62
<b>TOTAL DONATIONS</b>			<b>\$25,861</b>

### 10 ACTION ITEMS: COUNCIL MINUTES

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
29/01/2018	10/18	CMCA Member Only RV Park Proposal – Campbell Town	That Council does support the establishment of a CMCA Member Only RV Park at King Street Oval, Campbell Town.	Community & Development Manager	Objectors notified in accordance with LGA. Appeal period expires 21/2/2018. CMCA notified next step is planning.	
20/11/2017	363/17	Conara Park	That Council officers make enquiries with Crown Land Services regarding the vacant land at the corner of Panec Street and Conara Road and present a further report back to Council.	Community & Development Manager	Request submitted to Crown Land Services. Awaiting response.	
16/10/2017	309/17	Confirmation of Minutes - Cressy Local District Committee	That a fee offer be sought to develop a streetscape plan for Cressy and be listed for future budget consideration.	Community & Development Manager	Fee offer received. Requested to be listed for 2018/19 budget deliberations.	
26/06/2017	188/17	Accelerated Local Government Capital Program (ALGCP)	That a further report be presented to the July Council meeting detailing costs associated with the installation of solar systems in Council facilities.	General Manager	Matter in progress.	
20/11/2017	359/17	Airservices Australia: Flight Paths Review – Tasmanian Airports	That Council write to the Minister, The Hon. Darren Chester, Minister for Infrastructure and Transport: i) to seek confirmation that the proposed approach and departure flight paths for Evandale are not changing; and ii) to confirm the process and timing for reviews; and iii) to request that community consultation take place prior to the implementation of any changes.	General Manager	Letter sent, awaiting a response.	

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
20/11/2017	360/17	ANZ Longford Branch Closure	That Council ii) invite a Bendigo Bank representative to present to a Council workshop.	General Manager	Invitation sent.	
29/01/2018	07/18	Councillor Allowances Review	That the General Manager prepare a response for approval and submission.	General Manager	Response prepared.	
16/10/2017	312/17	Cressy Swimming Pool Master Plan & Ross Swimming Pool Master Plan	That Council: 1) accept the Cressy Swimming Pool Master Plan and that further investigation be carried out into the integrity of the pool structure with a report back to Council. 2) 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.	General Manager	Matter to be actioned.	
16/10/2017	312/17	Cressy Swimming Pool Master Plan & Ross Swimming Pool Master Plan	3) a survey of the use of the Ross Swimming Pool be undertaken during the 2017/2018 swimming season with a report back to Council.	General Manager	Matter in progress.	
8/12/2014	329/14	Economic Development	That Council facilitate meetings with the local businesses in each of the towns to explore business opportunities and other matters of interest.	General Manager	To be progressed as an element of the development of the Economic Development Strategy.	
11/12/2017	395/17	Historic Catholic Cemetery Evandale	That Council i) support the sourcing of funding to assist with the restoration of the historic Catholic Cemetery at Evandale; and	General Manager	In progress.	
18/09/2017	278/17	Local Government Reform: Northern Region Shared Services	That Council: A) i) Receive the Northern Tasmanian Councils – Shared Services Study Report prepared by KPMG. ii) Support the establishment of governance arrangements to progress the outcomes of the Report. iii) Participate in activities to identify, plan and implement opportunities to undertake shared initiatives at a whole-of-region or sub-regional level. B) at this time, take no further action regarding minute no. 125/15. C) set up a committee of Council (councillors) to progress shared services options for the Northern Midlands.	General Manager	Minister Gutwein advised that Council has received the study. GM to report to Council on progress. Expressions of Interest sought for the role of Project Manager, Shared Services Implementation Project.	
16/10/2017	309/17	Confirmation of Minutes - Evandale Advisory Committee	That the Evandale entrance statement design be discussed at the 30 October 2017 Council workshop.	Exec Assistant	Recommendation to Council 19/02/2018.	
16/10/2017	333/17	Greenwaste Recycling Trial	That Council i) accept Option 3 – Do not offer a FOGO collection at this time; ii) continue to monitor opportunities; iii) conduct a community survey (on-line and Country Courier); and iv) investigate resource sharing opportunities.	Engineering Officer	Survey on facebook and advertised in Northern Midlands Examiner page. Number of responses received. To be collated.	30/04/2018
11/12/2017	395/17	Historic Catholic Cemetery Evandale	That Council ii) utilise funds allocated for stormwater in the 2017/18 budget to undertake the necessary stormwater works at the Catholic Cemetery in Evandale.	Works Manager	Funding being sought for graveyard rehabilitation. Stormwater works to be undertaken in conjunction with rehabilitation works.	
29/01/2018	14/18	Main Street Trees Programme	i) Council receive and endorse the Main Street Tree Planting Reports for Avoca, Campbell Town, Cressy, Evandale, Longford, Perth and Ross;	Works Manager	Noted.	
29/01/2018	14/18	Main Street Trees Programme	ii) Council endorse the planting/works schedule for future plantings;	Works Manager	For inclusion in works programme.	
29/01/2018	14/18	Main Street Trees Programme	iii) Council endorse recommendations made within the tree reports.	Works Manager	For inclusion in works programme.	
20/11/2017	366/17	Morven Park Grandstand Removal	That Council progress the removal and demolition of the Morven Park grandstand.	Works Manager	Works programmed.	30/06/2018

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
18/09/2017	284/17	Perth Main Street – Annual Plantings	That Council progress the planting of appropriate annuals at the entrance to Perth as was done previously.	Works Manager	Works in progress.	30/04/2018
18/09/2017	291/17	State Roads Maintenance	That Council meet with StateRoads i) to initiate discussion on the possibility of Council taking-up emergency maintenance works on State road infrastructure. And ii) to ascertain the possibility of Council providing road and other maintenance services on a contract basis in the future.	Works Manager	Council pursuing with State Growth.	
20/11/2017	350/17	Confirmation of Minutes - Economic Development Committee	1) That a NBN representative be invited to a Council workshop to provide an update report on the rollout of the NBN across the Northern Midlands. 2) That Council undertake another traffic count on Evandale Main Road, at an appropriate time so that the data can be compared to prior data recorded.	Project Officer	NBN representative met with Council staff 30/1/2018 and will attend a Council workshop early 2018. Traffic count undertaken in December 2017.	
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: ... 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	Itinerant workers fact sheet developed by Community & Development Department.	
20/11/2017	355/17	Coronation Park Dog Exercise Area Upgrade Proposal	That Council approve the expenditure of \$5,000 from the Community Special Projects 2017/2018 budget to be combined with the \$3,000 grant from Keep Australia Pet Friendly, for the development of a dog agility play area in Coronation Park dog exercise area.	Project Officer	Quotes for production of agility and exercise equipment received. Awaiting confirmation of \$3,000 grant.	
15/05/2017	149/17	Council's Social Recovery Plan	That Council adopt the Northern Midlands Social Recovery Plan and undertake a community education campaign to get the message about the Plan and its operation out widely across the Northern Midlands.	Project Officer	Community education campaign to be planned.	
15/05/2017	153/17	Longford Village Greens Playground Redevelopment: Stage Three	That Council, with regards to Stage Three of the Longford Village Green playground: i) Approves the replacement of the liberty swing with one of the alternative swing sets (with Model B being the preferred option if Australian Standards can be met); and ii) Approves an application being made to the Tasmanian Community Fund for cash assistance with the implementation of Stage Three of the playground development. iii) Assist Mrs Bell to seek additional funding, possibly through the disability sector, toward the cost of the disability swing.	Project Officer	Funding application being prepared for current TCF funding round, and Variety Tasmania. Applications close 4/4/2018.	
11/12/2017	395/17	National Heritage Listing for The Ross Bridge	That Council i) allocate \$1,600 to fund the preparation of a nomination of the Ross Bridge for National Heritage Listing; and ii) actively seek discussions with the State Government regarding flood plans for the Ross Bridge.	Project Officer	Dr Nic Haygarth contracted to prepare nomination for National Heritage Listing.	
20/11/2017	354/17	Northern Midlands Council Economic Development Strategy	That Council: i) accept in principle the draft economic development strategy; ii) approve the proposed way forward with the development and finalisation of the economic development strategy; iii) approve the development of a brief for a project aiming to identify potential TRANSlink developers and to raise awareness of the TRANSlink precinct.	Project Officer	TRANSlink project brief being progressed. Applications being received fro TRANSlink Liaison Officer position.	
29/01/2018	14/18	Main Street Trees Programme	v) the reports be presented to the Local District Committees, followed by discussion at a future Council Workshop.	Exec Assistant / Executive & Communications Officer	Tabled at most meetings. To be discussed at March Avoca, Royal George & Rossarden Local District Committee meeting.	
29/01/2018	11/18	Illawarra Road Signs Advertising Policy - Amendment	That Council adopt the amendment to the current Illawarra Road Signs Policy.	Executive & Communications Officer	Complete.	

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
18/09/2017	293/17	Nomenclature – Naming of New Street: Effra Court, Perth (Off Edward Street)	That Council ii) develop guidelines for the naming of streets, with links to indigenous and old family names favoured.	Corporate Services Manager	Tas Place Naming Guidelines introduced list of local suggested names to be workshopped.	
21/08/2017	253/17	Draft Bylaw: Placement of Shipping Containers	That, in accordance with s.156 of the Local Government Act 1993, Council resolves that it intends to make the proposed Placement of Shipping Containers By-Law No. 1 of 2017 to regulate the placement of shipping containers in the Northern Midlands municipality.	Senior Planner	Regulatory Impact Statement being prepared.	30/03/2018
11/12/2017	398/17	Perth Riverbank Open Space Strategy	That Council officers prepare a draft brief and seek an estimate of cost for consideration in the 2018/19 budget.	Senior Planner	Brief to be prepared.	30/03/2018
10/04/2017	120/17	Perth Structure Plan	That Council endorse the Perth Structure Plan and draft amendments to the planning scheme be prepared.	Senior Planner	Meetings held with TasWater and landowners. Awaiting finalisation of Perth link road alignment.	
29/01/2018	12/18	Removal of Dangerous Trees	A) That, for applications for the removal of dangerous trees due to safety reasons, Council: - Require a supporting report from an arborist where the tree removal is subject to the Heritage Code. - Require a Flora and Fauna Report in accordance with the requirements of the planning scheme where the tree removal is subject to the Biodiversity Code. - Waive the planning application and advertising fee. B) That the Devon Hills residents be formally advised.	Senior Planner	Letter to be sent to Devon Hills residents.	15/03/2018
20/11/2017	369/17	Truck Parking	That Council hold discussions with the State Government over use of the land at the railway end of Carins Street for truck parking.	Senior Planner	Request to be sent to Crown Land Services.	25/02/2018

### LONG TERM ACTIONS

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
26/06/2017	187/17	Longford Railway Bridge – Illawarra Road	That i) the matter be deferred until the budget is set; and ii) Council write to the Minister of Transport advising of the 150 year anniversary of the bridge in 2021 and enquire whether there are any plans to recognise that milestone. iii) Council contact light rail in both Evandale and Launceston and advise 150 year anniversary of the bridge in 2021 and enquire as to whether they would be interested in being involved in the recognition of the milestone.	General Manager	Correspondence sent. Further report to be presented once advice is received from Minister for Transport. Evandale Light Rail has advised that they would like to participate. Report to Council 19/2/2018.	
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; <del>c) Cressy</del> ; d) Evandale; e) Longford; f) Perth; <del>g) Ross</del> ; and list within the draft 2015/2016 budget for consideration	General Manager	Avoca awaiting construction. Other town entrance statements for future budget consideration.	
18/09/2017	279/17	Historical Records and Recognition: Service of Councillors	That Council, ...and ii) progress the following when the glass enclosed area at the front of the Council Chambers is nearing completion: Photograph/photographs of current Councillors – professional printing and framing; Archiving of historic photographs; Production of a photo book of historic photographs for display. iii) invite Northern Midlands inaugural Mayor, Kenneth von Bibra, to unveil the honour board.	Exec Assistant	To be progressed when plans to construct are initiated.	Currently on hold.
29/01/2018	14/18	Main Street Trees Programme	iv) on completion of the Campbell Town Streetscape Design and endorsement thereof, minor amendments be made to the Campbell Town Main Street tree plantings, as required.	Works Manager		
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.	Project Officer	Letters sent to known family members. Proposal approved by family members. Interpretation panel in progress.	

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

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



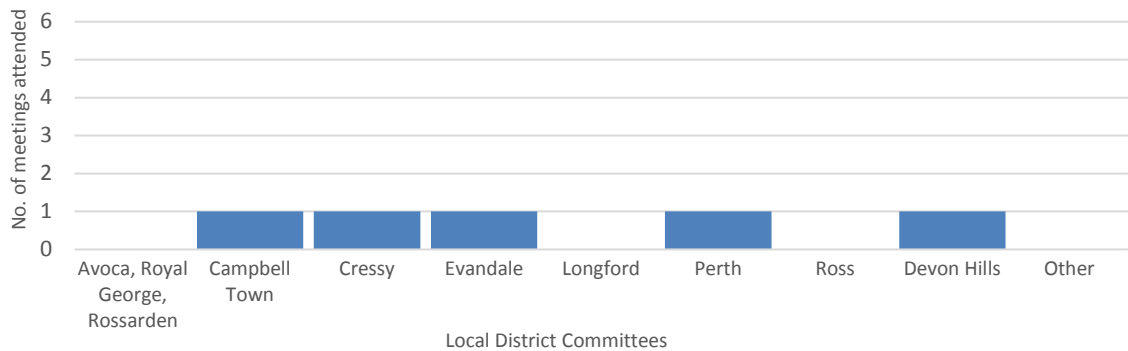
### 11 KEY ISSUES BEING CONSIDERED: MANAGERS' REPORTS

#### 1. GOVERNANCE

##### a. Governance – Meetings/Conferences

- Council meetings:
  - Ordinary meeting 29 January
- Council Workshops:
  - 29 January
- Executive Management Team:
  - 17 January
  - 31 January
- Staff Meeting
  - 9 January
  - 23 January
- Community meetings:
  - Cressy

2017/18 Meetings Attended  
year to date



- Other Meetings:
  - Met with Cr Adams and ratepayers re Council car park
  - Met with Northern General Managers
  - Met with Jennifer Jarvis, TasRail
  - Met with West Perth property owner re West Perth Flood Plan
  - Met with Leon Lange, Lange Design re planting of trees Smith Street, Longford
  - Met with consultants re Campbell Town War Memorial Oval options
  - Attended meeting re Longford Sports Centre / Health Revival
  - Attended Resource Sharing presentation – Ron Sanderson, Brighton Council
  - Reviewed Resource Sharing EOI applications
  - Met with President, Campbell Town Pool Committee President
  - Met with Shane Gregory, Department of State Growth
  - Met with Luke Niejalke, Narelle Aylette and Russell Kelly re - NBN - Translink Industrial Precinct
  - Lange Design - Campbell Town on site meeting at 9am - discuss the preliminary concept
  - Met with following candidates contesting State Elections to discuss Council's Priority Projects:
    - Darren Clark – Labor party
    - Janet Lambert - Labor party
  - Attended media announcement with Mark Shelton – Liberal party candidate
  - Together with Campbell Town ANZAC Group, met with Guy Barnett - Liberal party candidate re the Campbell Town Cenotaph

##### b. General Business:

- Health & Safety and Risk Management Review
- Legal issues, leases and agreement reviews
- Interim Planning Scheme matters
- Road Construction
- Engineering Services
- Drainage issues & TRANSlInk stormwater

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



- Road and Traffic matters
- Resource Sharing
- Animal Control matters
- Buildings
- Tourism
- Recruitment - Works Supervisor and Diploma qualified Childcare Educators
- Staff separations/terminations/redundancies
- General human resource matters and management of the same
- Performance management and disciplinary matters as required
- Employee learning and development
- Ongoing development and implementation of Human Resources Policies and Procedures
- Review and update of all position descriptions continues
- Management of the three pools, lifeguards and swimming pool committees
- Management Agreements and Committee Administration
- Office improvements
- Media releases and news items
- Grant application administration and support letters
- Local District Committee project support
- Event management
- Emergency Management
- Strategic Plan
- Local Government Reform
- Newsletters
- General correspondence.

### c. NRM

- On-going facilitation of Mill Dam Action Group and partnership relationships.
- Customer Requests response, including but not limited to: Local District Committee's, weed complaint support requests.
- On-going collaboration with Department of Primary Industries Parks Water and Environment, with particular focus on bio-security regarding reported weed infestations.

## 2. COMMUNITY & DEVELOPMENT

### a. Animal Control

- Respond and investigate complaints in respect to dog management, including issuing notices and fines, declaration of dangerous dogs, and attendance of Court hearings in respect to disputed dog matters
- Conduct routine dog patrols within the municipality
- Review and renew kennel licences within the municipality
- Conducting review of all dog off leash areas in the Northern Midlands, and progressing upgrade to Coronation Park Destination Dog Park
- Conduct dog microchipping service
- Progressing municipal wide dog registration audit
- Taking complaints regarding cat management and other animal related issues, including livestock matters
- Attendance on investigation and attendance to dangerous dog complaints

### b. Building/Plumbing

- Plumbing and building inspections and assessments, as required
- Permit authority assessments

### 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

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



- 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
- Attending Launceston Airport Wildlife Hazard Committee meeting

#### **d. Compliance**

- Ongoing review of all outstanding and arising compliance issues
- Respond and investigate complaints in respect to fire abatement, including inspections, issuing reminders and notices, engaging contractors to complete works, where required. Public awareness campaign for summer season commenced
- Undertake scheduled inspections and inspections arising from complaints regarding overhanging trees, issuing reminders and notices and engaging contractors to complete works, where required
- Conduct inspections of Council's free overnight camping facilities
- Audit of On Street Dining within the municipality

#### **e. 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
- Preparation of immunisation requirements for 2018
- Investigating environmental incidents, as required
- Investigating notifiable diseases, as required
- Use of drone for investigations as required, finalising licence requirements

#### **f. Policy**

- Review and update Council's Policy Manual
- Delegations register review
- Public Interest Disclosures Act Procedures
- Ongoing review of work programs and standard operating procedures
- Regular planning and building assessment unit meetings
- By-Law preparation

#### **g. Media and communications**

- Preparation of monthly double page spread Council pages in Northern Midlands Courier
- Preparation of weekly Council advert in Your Region, Examiner
- Preparation of articles for the LGAT newsletter and Local Government Focus Magazine
- Preparation of media releases, speeches and communications for website, newsletters and Facebook page

#### **h. Events**

- Liaising with various organisations and community groups regarding holding events within the Northern Midlands
- Advertising events through Council's web and social media publications
- 2018 Northern Midlands Council Australia Day event
- Citizenship ceremonies

#### **i. Council Volunteer committees and projects**

- Attendance at Local District Committee meetings and provide secretarial support
- Liaising with Council's Management Committees including preparation and release of half yearly newsletter, sending out of new management agreement, finalisation of Management Handbook for all facilities, and preparation of Volunteer Induction workshops
- 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

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### j. Health & wellbeing

- Participating in the quarterly Northern Midlands Health Service Providers Forums
- Member of the Northern Region Sport and Recreation Committee
- Progressing Council's End Men's Violence Against Women Campaign

### k. Tourism

- Heritage Highway Tourism Region Association
  - Marketing activities, itineraries, newsletter and social media campaigns
  - Updating event directory
- Providing support and information for all Northern Midlands Visitor Centres and provision of information to Regional Tourism organisations and tourism operators
- Research and update of information signage, including the "Big Log" and information plaques in Campbell Town
- Northern Midlands Business Association
  - Coordinating Northern Midlands Visitor & Information Centre

## 3. CORPORATE SERVICES

### a. Customer Service

- Member of the National Local Government Customer Service Network.
- Member of the State Local Government Rating Network.
- Administer the Service Tasmania contract for customer services in Campbell Town.
- Customer Service Charter and Policy reviews and survey feedback review.
- Telephone system and on-hold messages administration.

### b. Finance

- Issue and collection of Rates and Animal registration and sundry fees and charges.
- Municipal revaluation 2019 tender process, valuation maintenance and adjustments, and supplementary valuations.
- Street numbering, address allocation and road and street naming.
- Cash, electronic receipting, and direct debit system administration.
- Rate interest and penalty calculations and administration.
- Pension rebates claims and maintenance, classification for two rebate maximums, verification of Centrelink data.
- Sundry Debtors, and aging account review.
- Creditor payments and enquiries. ABN administration. Electronic Ordering and committals.
- Payroll, ETP calculations, payroll tax, child support, maternity leave, PAYG & annual summaries, superannuation, salary sacrifice, Workplace Legislation changes, EB provisions, salary reviews, staff training, leave accrual adjustments, leave loading calculations, Councillor allowances and expenses, Workers Compensation claims and payments, Award adjustments, sundry HR and policy issues.
- Debt Collection and issue Debt summons. Agency Debt Collection services.
- Municipal Budget and adjustments, End of Year Financials, KPI return, Asset Management, Fleet Hire, Long Term Financial Planning, Audit and Annual Report. Related Party Disclosure.
- Grants Commission administration, sundry grant reporting and auditing. Committee financial management support and auditing.
- Stimulus loan funding applications, administration and repayment procedures.
- Property ownership, licences and leases, and aged care unit tenancy.
- Unclaimed monies register and Public Land Register.
- Records Management, archives, scanning and disposal process, new resident's information, council information policies and procedures.
- Banking & Investments, borrowings administration. Direct Debit, Ezidebit, BPay Billing etc. and setup alterations.
- Rate System issues, 2017/18 Rating and Budget issues, General Finance, ABS Data Collection, and Grant Funding issues, Tax issues including GST, PAYG, FBT, Fuel & Land Tax, ATO Creditor information and Northern Finance committee.
- Cemetery management, onsite map display and website databases.
- Roads to Recovery work schedules, mapping, quarterly and annual reports.
- General accounting, correspondence and reports.
- Audit & Audit committee procedures, processes and support.



# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



- Waste Transfer Station Management issues, kerbside waste collection contract issues and special clean-up service.
- Tooms Lake & Lake Leake ownership transfers, caretaker support, licence fee review issues, and contract issues.
- Street lighting contract & aurora pole reporting and maintenance.
- Community events and Special Projects support/funding.
- Light Fleet Management.
- LG Benchmarking Project.
- Master plan development assistance where required.
- General Office support and attendance of meetings, reports, emails & phone enquiries.

### **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.
- Emergency Management meetings, EM Plan reviews, Emergency Risk Register, Strategic Fire Plan meetings, Emergency desktop exercise and general administration issues.

### **d. Insurance**

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

### **e. Information Technology**

- Server and desktop maintenance, and server upgrade.
- 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.
- New and old Council Websites, and Town / Local District Committee website maintenance and upgrades.
- Infonet system maintenance.
- ApproveTas maintenance and training/setup of new Open Office Town Planning replacement implementation.
- Cemetery database maintenance.
- Office telephone system maintenance & mobile phone plan review.
- Sundry database creation and maintenance.
- Mobile device applications implementation, and remote access logins.
- Building security systems maintenance.
- Microsoft software maintenance.
- Maintain photocopiers and printers.
- Advanced IT security implementation and training.
- WiFi network and hotspots.
- Fleet tracking.
- ECM maintenance & training.
- Delegations software implementation.
- Audio system improvements in community facilities
- Sundry IT reports and analysis.

### **f. Childcare**

- Childcare management and support.
- Childcare financial reporting, audit, budgets & fee schedule reconciliations.
- Additional Perth School After School Care service reference group.
- Setup Cressy School After School Care service for 2018.
- Review and apply for funding for replacement of BBF funding in 2018/19.

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### 4. WORKS & INFRASTRUCTURE

#### a. Asset Management

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

#### b. Traffic Management

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

#### c. Development Work

- 4 Lot Pegasus subdivision Ross at practical completion.
- Stage 2 of Holliejett subdivision (3 lots) in Edward Street, Perth has reached practical completion.
- Stage 3 of Holliejett subdivision (15 lots) off Edward Street, Perth at practical completion.
- 4 Lot Unathi subdivision at practical completion.
- 7 lot Dixon subdivision, Pultney Street, Longford at practical completion.
- Stage one and two of 21 lot Shervan subdivision in Seccombe Street subdivision at practical completion.
- 3 Lot Shervan subdivision in Mulgrave Street at Practical completion.

#### d. Waste Management

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

#### e. Tenders and Contracts

- Construction of new bridge on Woolmers Lane in progress.
- Tender for Campbell Town Main Street Urban Design and Traffic Management in progress.

#### f. Flood levee

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

#### g. Engineering

- 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.
- Input into heavy vehicles and bridge working group with Department of State Growth and other Councils – ongoing.

#### h. Capital works

- Council Chambers Car Park – In progress.
- Barton Road – Practically complete.
- Mason Street – Complete except for driveways.

## 12 RESOURCE SHARING SUMMARY – 01 JULY 2017 to 30 JUNE 2018

Prepared by: *Martin Maddox, Accountant/Executive Officer*

Resource sharing summary for the period 1 July 2017 to 30 June 2018 was circulated in the Attachments.

## 13 VANDALISM

Prepared by: *Jonathan Galbraith; Engineering Officer*

Incident	Location	Estimated Cost of Damages		
		Jan 2018	Total 2017/18	Jan 2017
Two break-ins and vandalism at Campbell Town Pool	Campbell Town	600		
<b>TOTAL COST VANDALISM</b>		<b>\$ 600</b>	<b>\$ 25,900</b>	<b>\$ Nil</b>

## 14 YOUTH PROGRAM UPDATE: JANUARY 2018

Prepared by: *Amanda Bond, Community & Development Manager*

Council contracts Longford and Launceston PCYCs to provide youth programs in Evandale, Perth and Longford.

Longford Youth Program is scheduled to commence on Friday, 16 February 2018, therefore there are no updates for January.

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



The Perth and Evandale programs recommenced at the beginning of February, therefore there is no update for January.

Council also contracts National Joblink (NJL) to provide youth mentoring programs at Cressy and Campbell Town District High Schools, during school terms (five hours per fortnight per school). The programs provided to each school are tailored to the needs of the school.

There are no updates from the schools for January, due to the school holidays.

An update has been sought from the schools regarding the NJL support and will be provided to Councillors in due course.

### 15 STRATEGIC PLANS UPDATE

Prepared by: Lorraine Green, Project Officer

#### STRATEGIC PLANS SPREADSHEET CURRENT AS OF 12 FEBRUARY 2018

Strategic Plans By Location & Consultant	Start Date (contract signed)	Completion Date (report accepted by Council)	Current Status
<b>Blessington</b>			
<b>Feasibility Study: Investment in Ben Lomond Skifield Northern Tasmania</b> (TRC Tourism)	Jun-15	Nov-15	<ul style="list-style-type: none"> <li>a) Ongoing collaboration with Parks and Wildlife Services and other key stakeholders to progress implementation of report recommendations.</li> <li>b) Potential private investor showing interest in late 2016</li> </ul>
<b>Campbell Town</b>			
<b>War Memorial Oval Precinct</b>			
a) Development Plan (Jeff McClintock)	Apr-14	Dec-14	Council requested assessment of the viability of the Multi-Function Centre
b) Financial & Economic Analysis Report (Strategy 42 South)	Jun-15	Dec-15	<ul style="list-style-type: none"> <li>• Appendix to the report requested: resultant 'Indicative Financial Analysis of Multi-Function Centre' discussed at Feb 2016 Council Workshop</li> <li>• National Stronger Regions Fund application lodged Mar 2016 seeking \$750,000 towards Multi-Function Centre</li> <li>• Election commitment by Liberal Govt to fund Multi-Function Centre \$750,000. Advice received Sept 16 that election commitment would be funded through the Community Development Programme. Advised 9 Jan 2017 that Federal Minister has signed the release of the funds. Funding agreement signed.</li> <li>• Oct 16: Council engaged Philip Lighton Architects to undertake the detailed design work for the precinct: draft concepts received Dec 2016. Reviewed by Stakeholder Group and presented at February Council workshop. On agenda for Feb 2017 Council Meeting.</li> <li>• Oct 2016: request to Guy Barnett MP for advice re opportunities to access state govt funding</li> <li>• Oct 2016: application lodged with Sport and Recreation Tas for \$80,000 towards oval improvements: outcome unsuccessful</li> <li>• Nov 2016: Council contracted JMG to design and document the new oval lighting. 17 Jan 2017: Northern Economic Stimulus package funding secured to upgrade oval lighting</li> <li>• Dec 2016: Request to Philp Lighton Architects for a layout plan &amp; concept sketches for improvements around the cenotaph &amp; a display area in entrance to the Multi-Function Centre. Plans received Jan 2017 and state budget submission made for \$158,000 to fund the cenotaph precinct upgrade</li> <li>• Feb 2017 Council resolved to proceed with the regional size facility. Draft plans received March 2017 and has been signed off by GM</li> <li>• Development Application P17-126 received on 8 May 2017.</li> </ul>
(Philp Lighton Architects)			

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
			<ul style="list-style-type: none"> <li>September 2017: Funding application submitted to TCF for \$55,000 towards the development of a tennis court and a multi-purpose court at the Oval precinct. Notified 28 November that application was successful. Grant deed executed.</li> <li>AFL Business Case for oval improvements prepared: seeking \$150,000 from AFL. Outcome awaited.</li> <li>November 2017: Funding application submitted to Sport &amp; Recreation Tas for \$80,000 to assist with the courts development. Notified January 2018 the funding has been secured. Grant deed executed.</li> <li>Tenders for the multi-function centre closed 12 October: discussed at 30 October 2017 Workshop. On agenda for February 2018 Council Meeting.</li> <li>Meeting held mid-January 2018 with Guy Barnett MP regarding funding possibilities for the cenotaph upgrade</li> </ul>
<b>CBD Urban Design and Traffic Management Strategy</b> (GHD) (Lange Design and Rare Innovations)	May-16	Nov-17	<ul style="list-style-type: none"> <li>GHD presented to Council 28 Nov 2016 Workshop on outcome of community consultation: discussed changes required to draft strategy: draft master plan due 6 April 2017</li> <li>Feb 2017: State Government budget submission made for matching funding for the implementation of the Main Street component of the urban design strategy</li> <li>Strategy adopted for consultation purposes at May 2017 meeting. Public consultation session held 13 September 2017</li> <li>Final report accepted at November 2017 Council Meeting.</li> <li>Council secured \$1 million loan through the Northern Economic Stimulus package towards the implementation of the main street component of the strategy.</li> <li>20.11.17; Lange Design and Rare Innovations Design contracted to prepare the design and construction tenders.</li> </ul>
<b>Cressy</b>			
<b>Swimming Pool Master Plan</b> (Loop Architecture)	Dec 15	Oct 17	<ul style="list-style-type: none"> <li>Draft Master Plan received May 2016: structural assessment approved Aug 2016</li> <li>Final plan received June 2017</li> <li>Final report accepted at October 2017 Council meeting. Report requested on the integrity of the pool structure.</li> </ul>
<b>Recreational Ground Master Plan</b> (Lange Design)	Feb-17	Oct 17	<ul style="list-style-type: none"> <li>Quotes for development of the Master Plan received from Lange Design and JMG. On Council Feb 2017 Meeting agenda - closed council</li> <li>17 Jan 2017: confirmation that the state govt has approved \$220,000 for the ground upgrade through the Northern Economic Stimulus Package</li> <li>Feb 2017: Lange Design and Loop Architecture contracted to develop the master plan.</li> <li>Draft concept plan and cost estimates received August 2017.</li> <li>Master plan accepted at October 2017 Council Meeting.</li> </ul>
<b>Evandale</b>			
<b>Honeysuckle Banks</b>			
a) Master Plan (Jeff McClintock)	Oct-15	-	<ul style="list-style-type: none"> <li>Draft master plan released for community consultation Jan 16: discussed at council workshop &amp; need for the plan to be reviewed in light of frequent flooding of the reserve.</li> </ul>
b) Review of Master Plan (Lange Design)	Oct-16	May-17	<ul style="list-style-type: none"> <li>Draft plan received: presented at Feb 2017 Council Workshop: Lange Design requested to revise the plan. Revised plan received 9 March 2017.</li> <li>At May 2017 Council meeting, Council                             <ol style="list-style-type: none"> <li>accepted in principle the Honeysuckle Banks Plan;</li> <li>consider funding the minor works components of the plan in future Council budgets, and</li> <li>request Council Officers to seek to secure external grants to assist with the implementation of the full plan.</li> </ol> </li> </ul>

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
<b>Morven Park Master Plan</b> (Lange Design)	Nov-16	Oct-17	<ul style="list-style-type: none"> <li>Work underway</li> <li>17 Jan 2017: Northern Economic Stimulus Package funding secured for the oval lighting upgrade</li> <li>March 2017 assisted with application for solar panels on clubrooms</li> <li>Draft concept plan and cost estimates presented at October 17 Council workshop.</li> <li>Master plan accepted at October 2017 Council Meeting</li> </ul>
<b>Longford</b>			
<b>Community Sports Centre Master Plan</b>	Feb-15	Jun-15	<ul style="list-style-type: none"> <li>June 2016: application requesting \$504,722 GST excl. lodged with State Government Regional Revival Program including a business plan. Advised Sept 2016 application was unsuccessful</li> <li>17 Jan 2017: Council advised State Govt has approved \$1,000,000 for the centre upgrade through the Northern Economic Stimulus Package</li> <li>Planning permit issued 22 December 2017.</li> </ul>
<b>Visitor Appeal Study</b> (Bill Fox and Associates)	Jan-15	Jun-15	<ul style="list-style-type: none"> <li>Recommendations implemented include the establishment of a local business &amp; tourism group, development of a destination playground, upgrading of lighting &amp; displays at Visitor Information Centre at JJs, and development of a Place Activation Plan</li> </ul>
<b>Place Activation Plan</b> (Village Well) (Accompanying Traffic Issues report by MRCagney)	Sep-15	Jan-16	<ul style="list-style-type: none"> <li>Recommendations implemented include establishment of an Activation Team to lead the change, and employment of a Project Champion 1 day/week Feb-Sept 2016 to assist the Activation Team with development of Longford brand logo, Longford tourist tear-off map and street beautification</li> </ul>
<b>CBD Urban Design Strategy</b> (Lange Design and Loop Architecture)	May-16	Oct-17	<ul style="list-style-type: none"> <li>Site Investigation Report completed October 2016.</li> <li>Community Information Gathering Workshop held 7 December 2016. Draft Urban Design Strategy being prepared.</li> <li>Parklet design &amp; plans approved June 2017.</li> <li>Draft Urban Design Strategy adopted May, for further consultation.</li> <li>Draft urban design guidelines developed.</li> <li>Community consultation session held 6 September 2017</li> <li>Strategy and Guidelines manual accepted at the October 2017 Council Meeting.</li> <li>Negotiations underway with State Growth with regard to the future maintenance of the Illawarra Road roundabout</li> </ul>
<b>Recreation Ground Master Plan</b> (Lange Design)	Dec-15	Nov-16	<ul style="list-style-type: none"> <li>External funding sources being pursued.</li> <li>17 Jan 2017: Council advised State Govt has approved \$550,000 for the Ground Amenities Upgrade through the Northern Economic Stimulus Package. Tenders close 15 March 2017</li> <li>Nov 16: Council contracted JMG to design and document new oval lighting. 17 Jan 2017 Northern Economic Stimulus Package funding secured to fund the oval lighting upgrade</li> <li>Draft Master Plan submitted Nov 2016; discussed at Council's 6 Feb 2017 Workshop.</li> <li>Draft Master Plan submitted to August 2017 Council meeting.</li> <li>Council resolved at June 2017 Council meeting to make application under the SGALGCP for upfront loan funding of an additional \$550,000 to complete Stage 1 of the Recreation Ground redevelopment.</li> <li>Application submitted November 2017 to Sport and Recreation Tas for \$80,000 towards the redevelopment. Advised January 2018 that the funding has been secured.</li> <li>Planning permit issued 17 November 2017.</li> <li>Application for Development Services lodged with TasWater 22 December 2017.</li> </ul>

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
<b>Village Green</b>			<ul style="list-style-type: none"> <li>Jan 2017: costings &amp; plans developed for Village Green Upgrade including new BBQ shelter, picnic furniture &amp; stage 2 of play space.</li> <li>March 2017 Council submitted an application to the state govt Community Infrastructure Fund for 50% of the cost of the Village Green Upgrade. Application not successful</li> <li>At May 2017 Council meeting, Council resolved, with regards to Stage Three of the Longford Village Green playground:               <ol style="list-style-type: none"> <li>Approves the replacement of the liberty swing with one of the alternative swing sets (with Model B being the preferred option if Australian Standards can be met); and</li> <li>Approves an application being made to the Tasmanian Community Fund for cash assistance with the implementation of Stage Three of the playground development.</li> <li>Assist Mrs Bell to seek additional funding, possibly through the disability sector, toward the cost of the disability swing.</li> </ol> </li> <li>Report to October 2017 Council Meeting advising the Liberty Swing is the only model that meets Australian Standards for use in a public playground.</li> <li>Stage 2 new play units installation completed 27 November 2017 and launched 8 December 2017.</li> <li>Stage 3: Funding application being prepared for the current round of the Tasmanian Community Fund and Variety Tas. TCF applications close 4 April 2018.</li> </ul>
<b>Woolmers Bridge</b> (VEC Civil)			<ul style="list-style-type: none"> <li>Jan 2017: Lange Design contracted to develop landscape concept plan and landscape construction documents</li> <li>Application submitted for the Bridge Renewal Program for \$1,415,000. Advised October 2017 application was successful. .</li> <li>12 tonne load limit placed on structure on 6 June.</li> <li>Funding agreement with Bridge Renewal Program finalised October 2017.</li> <li>Design and construct tenders closed 8 November 2017. Council accepted the tender of VEC Civil at the November 2017 Council Meeting.</li> <li>Work commencing 24 January 2018: due for completion 30 June 2018 – weather permitting.</li> </ul>
<b>Facilities Assessment Study</b> (Philp Lighton Architects)	Sept-17		<ul style="list-style-type: none"> <li>Sept 17: Philp Lighton Architects contracted to undertake the study of the Council Offices, Memorial Hall, Town Hall and Library facilities. Study underway October 2017 and presentation made to November 2017 Council Workshop.</li> <li>On Council February 2018 Workshop Agenda.</li> </ul>
<b>Perth</b>			
<b>Recreation Ground Master Plan</b> (Lange Design)	Jul-15	Oct-16	<ul style="list-style-type: none"> <li>External funding sources being pursued</li> <li>17 Jan 2017: Northern Economic Stimulus Package funding secured for the oval lighting upgrade</li> </ul>
<b>Community Centre Development Plan,</b> (Loop Architecture) addressing collective & shared functions with adjacent Primary School & Recreation Ground	Oct-15		<ul style="list-style-type: none"> <li>Briefing notes from key stakeholder sessions received 25 Feb 2016</li> <li>Draft concept plans submitted to Council</li> <li>Draft concepts to be directed to future workshop.</li> </ul>
<b>Town Structure Plan</b> (GHD)			<ul style="list-style-type: none"> <li>Community feedback on draft plan closed 18 November 2016. Two design strategy options submitted.</li> <li>Perth Structure Plan adopted by Council on 10 April 2017.</li> <li>Session for Perth business owners/managers held 15 August 2017.</li> <li>Council endorsed the Plan at the 10 April 2017 Council Meeting.</li> <li>Final report to November 2017 Council meeting.</li> </ul>
<b>Sheepwash Creek Open Space Plan</b>			<ul style="list-style-type: none"> <li>Contract with NRM North signed December 2016 to access funds</li> </ul>

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Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
(Lange Design, GHD)			through National Landcare Program Investment in Tamar River Recovery Plan <ul style="list-style-type: none"> <li>• Dec 2016: West Perth Flood Mitigation Working Group established</li> <li>• Draft concept plans received from GHD Woodhead</li> <li>• Lange Design requested to prepare Water Sensitive Urban Design (WSUD) for the open space on eastern side of subdivision.</li> <li>• Work completed and interpretation signage installed.</li> </ul>
<b>Ross</b>			
<b>Swimming Pool Master Plan</b> (Loop Architecture)	Dec-15		<ul style="list-style-type: none"> <li>• Draft Master Plan received May 2016: structural assessment approved August 2016</li> <li>• Final plan received June 2017</li> <li>• Final report to be presented to workshop September 2017</li> <li>• Council resolved at October 2017 Meeting to undertake a survey of the use of the pool across the 2017-2018 swimming season.</li> </ul>
<b>Village Green Master Plan</b> (Lange Design, Loop Architecture)	Jun-16	Dec-16	<ul style="list-style-type: none"> <li>• Council accepted Master Plan in principle at 12 December 2016 Council Meeting.</li> <li>• 13 Jan 2017: cost estimate for design and documentation, tender process and project management received from JMG</li> <li>• 17 Jan 2017: Council advised State Govt has approved \$300,000 for the implementation of the Master Plan through the Northern Economic Stimulus package</li> <li>• Feb 2017: Application lodged with the Building Better Regions Fund for \$237,660 to enable the master plan to be implemented in its entirety. Application unsuccessful.</li> <li>• Feb 2017: Lange Design and Loop Architecture contracted to manage the implementation of the master plan</li> <li>• Concept design presented to Council workshop on 8 May.</li> <li>• Planning application advertised: closed 28 November 2017.</li> <li>• Planning approval with conditions to be met passed at January 2018 Council Meeting.</li> </ul>
<b>Western Junction</b>			
<b>Launceston Gateway Precinct Master Plan</b> Freight Demand Analysis Report (SGS) Master Plan	Oct-15	May-16	<ul style="list-style-type: none"> <li>• Council approved the preparation of a brief for the precinct master plan at the Sept 2016 Council Meeting</li> </ul>
<b>Translink Stormwater Upgrade Project</b>			<ul style="list-style-type: none"> <li>• Applications lodged with National Stronger Regions Fund 2015 &amp; 2016: unsuccessful</li> <li>• Application submitted Feb 2017 to the Building Better Regions Fund for \$2,741,402 (total project cost is \$5,482,805: council's contribution is \$1,525,623 and the Woolstons \$1,215,780). Application unsuccessful.</li> <li>• Application submitted December 2017 for Round Two Building Better Regions Fund: outcome awaited.</li> </ul>

### 16 NORTHERN MIDLANDS EVENTS – CURRENT & UPCOMING

Prepared by: *Fiona Dewar, Tourism Officer*

Prepared by: *Fiona Dewar, Tourism Officer*

Councillors have requested a list of current and upcoming events in the Northern Midlands be listed in the Council Agenda on a monthly basis.

The following list of current and upcoming events has been compiled from information obtained from a variety of sources, including: contact with event organisers; social media; publications; word of mouth; and general knowledge.

The directory is updated on a weekly basis.

A more comprehensive directory of events for the Heritage Highway region is issued each Thursday and is distributed to the five visitor centres in the Northern Midlands; the Tourism Visitor Information Network's 'Yellow i' centres

# MINUTES – ORDINARY MEETING

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around the state; the Heritage Highway Tourism Region Association board members and social media writer; Tourism Northern Tasmania; Destination Southern Tasmania; a number of event organisers; the Northern Midlands Courier; and individuals as requested. Each month the directory is distributed to several hundred tourism operators in the Heritage Highway region for sharing with their visitors.

This event directory has a large reach. To add an event to this directory, event organisers can contact Council's Tourism Officer [Fiona.Dewar@nmc.tas.gov.au](mailto:Fiona.Dewar@nmc.tas.gov.au), or 6397 7303.

### What's On in the Northern Midlands and nearby region 2018

Date	Village / Town	Event	About the event	NMC Grant funding/ in-kind support
<b>February 2018</b>				
Until 1 March 2018	<b>Perth</b> 16087 Midland Hwy	Exhibition: Triple A Acquisitive Art Award	The Launceston Arts Society's Triple A Art exhibition is running at the Eskleigh Art Gallery. Also on display is a show of art works created by the Eskleigh residents.	
8 - 10 Feb 2018	<b>White Hills</b> Watery Planes Rd	Party in the Paddock	Known for having some of the most chilled vibes n the Australian festival circuit, the grassroots atmosphere of PITP held amongst the beautiful rolling hills of Tasmania's North-East armed with an eclectic selection of exciting talent.	
10 Feb 2018	<b>Ross</b> Church St	Ross Rodeo	Celebrating rodeo while supporting charitable causes. Dave Hawkins music from 3.30pm. Wood chopping from 11am, working bullocks, historic machinery, mechanical bull, jumping castle. Gates open 9am. \$25 family, \$12 adults, \$6 concession, \$6 youth (8-17), free if under 8 years. No dogs, glass or BYO.	
10 Feb 2018 2nd Sat each month	<b>Liffey</b> 1443 Liffey Rd	Liffey Valley Market	Brows stalls in lovely surroundings. Upcycled and pre-loved treasurers, bric-a-brac, homemade baked goodies, plants, vegies, handcrafts, collectables and much more. 9am - 1pm, Sept - May.	
10 Feb 2018 2nd & 4th Sat each month	<b>Epping Forest</b> Midland Hwy	Market	Browse stalls for local produce, homemade cakes, books, jewellery, plants, bric-a-brac. Epping Forest Hall. 8am - 2pm.	
11 Feb 2018	<b>Nile</b> 234 clarendon Station Rd	Be My Valentine Pets Day	Be My Valentine Pets Day at Clarendon. Sausage Sizzle and Devonshire Tea available. Leaps and Bounds Dog Training in attendance, also Pet Portrait Photos. House tours available for \$10 per person. 10am - 4pm. Gold coin donation for the event.	
11 Feb 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
11 Feb 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
17 Feb 2018	<b>Longford</b> Wellington St	Parish Fair & Floral Festival	The Anglican Parish Longford/Perth Annual Fair will be held in the Christ Church grounds from 8.30am. Well stocked stalls, including cakes, produce, white elephant, books. Devonshire morning tea, BBQ lunch and paella. Launceston Clarinet Choir will be performing from 10.30am. Raffles. Floral festival in the church, and organ recitals.	
17 Feb 2018	<b>Evandale</b>	Century Ride	The Century is a Penny Farthing tradition, dating from the 1880s. 100 miles (162km) in one day. A century takes penny farthing riders most of the day to complete. Riders may also opt for a 100km ride (metric century)	
18 Feb 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
18 Feb 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
18 Feb 2018 3rd Sunday each month	<b>Ross</b> Church St	Market	A country market in an historic village. Find local handicrafts, produce and other delicious treats. From 9am.	
18 Feb 2018	<b>Hadspen</b> 782 Meander Valley Rd	Begonia Fiesta	Entally Hosts the Begnia Fiesta. Enjoy plant stall, raffle, Devonshire teas and more. 10am - 4pm. \$5 entry. (House entry special \$5)	
24 Feb 2018	<b>Evandale</b>	Evandale Village Fair & National Penny Farthing Championships	The most competitive Penny Farthing races in the world! Plus a country village fair, entertainment, puppets, music, dancers, historic cars and steam engines, pony rides, kids activities, variety of stalls.	y



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Date	Village / Town	Event	About the event	NMC Grant funding/ in-kind support
24 Feb 2018 2nd & 4th Sat each month	<b>Epping Forest</b> Midland Hwy	Market	Browse stalls for local produce, homemade cakes, books, jewellery, plants, bric-a-brac. Epping Forest Hall. 8am - 2pm.	
25 Feb 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
25 Feb 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
25 Feb 2018	<b>Evandale/Nile</b>	Clarendon Road Race	On Penny Farthing bicycles, the Road Race is held over 30km. Starting from Evandale the race heads north to Perth before going back through Evandale to the finish at historic Clarendon Homestead.	
25 Feb 2018 Last Sun each month	<b>Campbell Town</b> Town Hall, High St	Campbell Town Hall Market	Bargain hunters delight, bric-a-brac, cakes, plants, clothes and more	
<b>March 2018</b>				
2 - 4 Mar 2018	<b>Powranna</b> Powranna Rd	Tassie Nats 13 Burnout Madness	Weekend of burnouts, drag racing, [power skids and more. Gates open Friday 2.3.17 at 1pm, action from 2.30pm - 10.30pm. Saturday 8am - 7pm. Sunday 9.30am - 3.30pm.	
3 Mar 2018 1st Sat each month	<b>Longford</b> 2 William St	Art Group	The Old Sunday School Art Group comes together on the 1st Saturday each month. New participants are most welcome. The group encourages, develops, and fosters the love of art, providing a meeting place for artists, and those wishing to learn how to draw and paint. Guidance for beginners. BYO materials. BYO lunch. \$5 per person. 10.30am-3pm.	
4 Mar 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
4 Mar 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
10 Mar 2018	<b>Relbia</b> 370 Relbia Rd	A Day on the Green	An almighty Monster Rock Line-Up! Iconic indie rock anthems in the great outdoors with The Living End, Spiderbait, Veruca Salt, The Lemonheads, Tumbleweed, and The Fauves. Fully licenced, no BYO. Food available or BYO picnic. Bring chairs and rugs. Prices and more info on the website.	
10 March 2018 2nd & 4th Sat each month	<b>Epping Forest</b> Midland Hwy	Market	Browse stalls for local produce, homemade cakes, books, jewellery, plants, bric-a-brac. Epping Forest Hall. 8am - 2pm.	
10 Mar 2018 2nd Sat each month	<b>Liffey</b> 1443 Liffey Rd	Liffey Valley Market	Brows stalls in lovely surroundings. Upcycled and pre-loved treasurers, bric-a-brac, homemade baked goodies, plants, vegies, handcrafts, collectables and much more. 9am - 1pm, Sept - May.	
10 - 13, & 17 - 18 Mar 2018	<b>Evandale</b> Logan Rd	Glover Prize	Public exhibition of The Glover Prize is one of Australia's most significant awards for landscape painting, with the winner receiving \$40,000. There is also a People's Choice Award prize of \$3,000 and a Children's Choice Award of \$500. Falls Park Pavillion. 10am - 4pm (Sunday 9am). \$10 adults, under 17 free	y
11 Mar 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
18 Mar 2018	<b>Longford</b> Woolmers Lane	Woolmers Makers Market	Over 30 stalls ranging from local produce, jewellery, crafts, garden wares, artwork and food. 10am - 3pm. Woolmers Estate.	
18 Mar 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
18 Mar 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
18 March 2018 3rd Sunday each month	<b>Ross</b> Church St	Market	A country market in an historic village. Find local handicrafts, produce and other delicious treats. From 9am.	
18 March 2018	<b>Selbourne</b> 338 Four Springs Rd	Tasmanian Garlic & Tomato Festival	Garlic and tomato tasting. Tomato tours. Guest speakers. Demonstrations. Food and produce stalls galore. Children's play area. Games and competitions for young and old. Bush walk and treasure hunt. Adults \$10. Children under 16 free. 10am - 3pm	

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Date	Village / Town	Event	About the event	NMC Grant funding/ in-kind support
24 Mar 2018 2nd & 4th Sat each month	<b>Epping Forest</b> Midland Hwy	Market	Browse stalls for local produce, homemade cakes, books, jewellery, plants, bric-a-brac. Epping Forest Hall. 8am - 2pm.	
25 Mar 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
25 Mar 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
25 March 2018 Last Sun each month	<b>Campbell Town</b> Town Hall, High St	Campbell Town Hall Market	Bargain hunters delight, bric-a-brac, cakes, plants, clothes and more	
31 March 2018 Last Saturday each month	<b>Longford</b> 78 Wellington St	Market	RSL Longford Market. A mix of Farmers Market, produce, gifts, crafts and car book sale for trash & treasure. 9am - 1pm.	
<b>April 2018</b>				
1 April 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
1 April 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
6 - 8 April 2018	<b>Perth Symmons Plains</b> Midland Hwy	V8 Supercars Supersprint at Symmons Plains	Thrills and excitement of the V8 Supercars Championships. Witness the teams battle it out for early championship points across a weekend of adrenaline pumping, action packed Supersprint racing. Kids 12 and under go Trackside free with a paying adult.	
7 April 2018 1st Sat each month	<b>Longford</b> 2 William St	Art Group	The Old Sunday School Art Group comes together on the 1st Saturday each month. New participants are most welcome. The group encourages, develops, and fosters the love of art, providing a meeting place for artists, and those wishing to learn how to draw and paint. Guidance for beginners. BYO materials. BYO lunch. \$5 per person. 10.30am-3pm.	
8 April 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
8 April 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
13 Apr 2018 2nd Sat each month	<b>Liffey</b> 1443 Liffey Rd	Liffey Valley Market	Brows stalls in lovely surroundings. Upcycled and pre-loved treasurers, bric-a-brac, homemade baked goodies, plants, vegies, handcrafts, collectables and much more. 9am - 1pm, Sept - May.	
14 Apr 2018 2nd & 4th Sat each month	<b>Epping Forest</b> Midland Hwy	Market	Browse stalls for local produce, homemade cakes, books, jewellery, plants, bric-a-brac. Epping Forest Hall. 8am - 2pm.	
15 April 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
15 April 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
15 April 2018 3rd Sunday each month	<b>Ross</b> Church St	Market	A country market in an historic village. Find local handicrafts, produce and other delicious treats. From 9am.	
22 April 2018	<b>Evandale</b> 11 Russell St	Live music in the Beer Garden	The Clarendon Arms will have live music in the Beer Garden every Sunday until April. Come and relax and enjoy some tunes from great local artists in the Beer Garden. Outside bar and food servery. 12 noon - 3pm.	
22 April 2018 Every Sunday	<b>Evandale</b> Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	
28 April 2018 2nd & 4th Sat each month	<b>Epping Forest</b> Midland Hwy	Market	Browse stalls for local produce, homemade cakes, books, jewellery, plants, bric-a-brac. Epping Forest Hall. 8am - 2pm.	
29 April 2018 Last Sun each month	<b>Campbell Town</b> Town Hall, High St	Campbell Town Hall Market	Bargain hunters delight, bric-a-brac, cakes, plants, clothes and more	

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Date	Village / Town	Event	About the event	NMC Grant funding/ in-kind support
25 April 2018	Longford Wellington St	Anzac Day Dawn Service	A Dawn Service will be held at the Longford cenotaph.	Y
25 April 2018	Campbell Town Midland Hwy	Anzac Day Dawn Service	A Dawn Service will be held at Campbell Town cenotaph.	Y
25 April 2018	Northern Midlands	Anzac Day	Anzac day events around the municipality	y
28 April 2018 Last Saturday each month	Longford 78 Wellington St	Market	RSL Longford Market. A mix of Farmers Market, produce, gifts, crafts and car book sale for trash & treasure. 9am - 1pm.	
29 April 2018 Every Sunday	Evandale Falls Park, Logan Rd	Evandale Market	A popular country market of treasures, fresh products, and more. Indoor and outdoor areas. 8am - 2pm. Over 100 stalls	

### 17 STRATEGIC PROJECTS OUTCOMES AND DELIVERY 2017-2027

Prepared by: Departmental Managers

Progress Report:

Not Started (obstacles)
  On Hold
  On Track
  Completed

	Under 2017 - 2020		2020 - 2027		Ongoing Status	Comments
	way	Review	Review	Review		
<b>GOVERNANCE</b>						
Local Government Reform	✓	Review	Review	✓		November 2017 – Expression of Interest sought for the role of Project Manager, Shared Services Implementation Project. EOIs under consideration.
Elected Members Development and Annual Plans		✓	Review	✓		Policy and Annual Plan to be prepared.
People and Culture Plan	✓	✓	Update	✓		Framework utilised for recruitment is best practice. Currently recruiting a new Works Supervisor. Employment relations are professional, fair and consistent, when performance management discussions need to take place. Policy and Procedure development, review and implementation ongoing. Formalised Induction Program for all new employees and volunteers to participate in is now complete, as is an Induction Policy. Staff progressing through the IT and business courses, specific to their role, as per the Skills Funding Approval. A review of all position descriptions is underway. A review of the Casual Cleaning Resources contracts is also progressing.
Best Business Practice, Governance and Compliance	✓	Update	Update	✓		Legislative Audit, Delegations Review and Policy Manual update ongoing.
Media and Marketing		Update	Update	✓		Communications Strategy and Framework to be developed. Expanding Council's communications through social media and other publications. Marketing Plan to be prepared by mid 2018.
<b>CORPORATE SERVICES</b>						
Asset Management Plan Annual Review	✓	✓	Review	2017 - 2027		Building Asset Management Plan updated for building componentisation, adopted by Council at May 2017 meeting.
Annual Budget and Quarterly Review	✓	✓	Review	2017 - 2027		Long Term Financial Plan updated for Accelerated Stimulus loan funding, and mid-year budget review adopted by Council at May 2017 meeting.
Information Technology Upgrade Program	✓	✓	Review	2017 - 2027		Website launched Dec 2017, server upgrades complete Dec 2017, Planning/Bld software upgrade in progress – target live date March 2018.
Emergency Management	✓	✓	Review	2017 - 2027		Next municipal emergency meeting scheduled in May 2018, updated Emergency Recovery Plan adopted May 2017 by Council, revision of Emergency Management Plan awaiting State Govt approval.
Workplace Health and Safety Action Plan Annual Review	✓	✓	Review	2017 - 2027		Revised WHS action annual plan under review with officer.
Customer Service Standards	✓	Review	Review	Review		LGAT state-wide community satisfaction survey scheduled December 2017. Attended the National Local Government Customer Service Network Conference in October 2017.

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	Under way	2017 - 2020	2020 - 2027	Ongoing	Status	Comments
<b>COMMUNITY &amp; DEVELOPMENT</b>						
Land Use and Development Strategy		✓		Review	2017 - 2018	JMG Engineers & Planners appointed 18 September 2017. Meetings with Local District Committees underway. Progressing.
Tasmanian Planning Scheme Integration	✓	✓		Review	2017 - 2020	Working with JMG Engineers & Planners on Local Provisions Schedules.
<b>Strategic Projects Team</b>						
Economic Development Master Plan - Prepare, Prioritise, Implement	✓	✓		Review	✓	In progress
<b>Strategic Infrastructure Projects</b>						
Launceston Gateway Precinct Master Planning	✓				2017 - 2020	Listed as a component of the Municipal Land Use & Development Strategy.
Northern Midlands Rural Processing Centre	✓	✓	✓		2017 - 2020	Combined with Launceston Gateway Precinct component of the Municipal Land Use & Development Strategy.
Perth Town Structure Plan	✓				2017 - 2018	Council has endorsed the plan and draft amendments to planning scheme to be prepared. Included in NMC Priority Projects 2017 document.
Perth Community & Recreation Centre & Primary School Integrated Master Plan	✓				2017 - 2018	Awaiting report for presentation to Council. Included in NMC Priority Projects 2017 document.
Sense of Place Planning - all villages and towns	✓	✓	✓	✓		Master planning for townships underway.
Longford CBD Urban Design Strategy	✓	✓				Included in NMC Priority Projects 2017 document.
Longford Place Activation Plan	✓	✓				Complete.
Campbell Town CBD Urban Design and Traffic Management Strategy	✓	✓	✓	✓		Awaiting detailed design.
Ross Town Centre Park Development Master Plan	✓				2017 - 2020	Planning approval received. To be progressed.
Ross Swimming Pool Master Plan	✓				2017 - 2020	Included in NMC Priority Projects 2017 document.
Cressy Recreation Ground Master Plan		✓			2017 - 2020	Plan adopted in principal, available on website. Public comment invited.
Cressy Swimming Pool Master Plan		✓			2017 - 2020	Included in NMC Priority Projects 2017 document.
Evandale Morven Park Master Plan		✓			2017 - 2020	Plan adopted in principal, available on website. Public comment invited.
Feasibility Study: Investment in Ben Lomond Ski Field Northern Tasmania	✓	✓		✓		Study being driven by external stakeholders, Council support provided when requested. Included in NMC Priority Projects 2017 document.
<b>Economic Development</b>						
Economic Development Master Plan Strategy Delivery		✓	✓	✓		To be implemented once developed
Economic Development (incl. Tourism) Strategy Delivery		✓	✓	✓		To be implemented once developed
Tourism Strategy Implementation		✓	✓	✓		To be implemented once developed
<b>Community Development</b>						
Youth and Ageing Strategy		✓		Review	✓	Not yet commenced.
Discrimination Strategy		✓		Review	✓	Not yet commenced.
Family Violence Strategy		✓		Review	✓	Not yet commenced. Council continues End Men's Violence Against Women campaign
Supporting Health and Education Programs	✓	✓		Review	✓	Participating in the Northern Health Providers Networks meetings. Further Education Bursary Program reviewed in 2017.
Supporting Employment Programs	✓	✓		Review	✓	Participation in the Northern Midlands Business Partnership Group meeting coordinated by Beacon Foundation. Participate in LGAT special interest groups on a quarterly basis. Support Work for the Dole program. Participate in work experience and University placements.
Supporting Sport and Recreation Programs	✓	✓		Review	✓	Participation in quarterly northern Sport & Recreation meetings. Planning and implementation of upgrade to Council owned sporting facilities underway. Support

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	Under way	2017 - 2020	2020 - 2027	Ongoing	Status	Comments
						provided to participants in sporting activities on a state and national level. Provided input in the State Sport & Recreation Strategy.
Social Recovery Plan	✓			✓		Review complete
Disability Action Plan	✓			✓		Review complete
Cohesive Communities and Communities at Risk		✓	Review	✓		Not yet commenced.
<b>Regulatory</b>						
Legislative Audit	✓			✓		Review of legislation complete.
Delegations Reviews	✓			✓		Ongoing review progressing
Council Policy Manual Review	✓			✓		Policies due for review, relevant managers and officers notified, schedule for review in place. Ongoing.
<b>WORKS &amp; INFRASTRUCTURE</b>						
TRANSlink Precinct Renewal - Stormwater	✓	✓		2017 - 2020		Process of land acquisition underway. Seeking grant assistance to fund planned works. Included in NMC Priority Projects 2017 document.
Campbell Town War Memorial Oval	✓			2017 - 2020		Tenders sought. Report to future Council meeting.
Longford NM Sport and Fitness Centre		✓	✓	2017 - 2020		Draft design plans awaiting approval. Stimulus funding obtained to complete works.
Evandale Honeysuckle Banks				2017 - 2020		Masterplan complete. Only minor works to be undertaken. Included in NMC Priority Projects 2017 document.
Nile Road Upgrade		✓	✓			Included in Roads 5-year Capital Works program. Included in NMC Priority Projects 2017 document.
Stormwater Management Plans	✓	✓	Review	2017 - 2027		Initial data collection survey complete. Model build for all Towns in progress.
Waste Management 2017 - 2020		✓	Review	2017 - 2027		Member of the Northern Waste Management Committee. WTS disposal and supervision contracts tendered for long term provision of services.
NRM Program Collaboration	✓	✓	Review	✓		
Longford Recreation Ground Master Plan	✓	✓				Masterplan tabled at August 2017 Council meeting. Funding components of the Master Plan to be considered in forthcoming Council budgets, Council Officers to seek to secure external grant funding to assist with implementation. Included in NMC Priority Projects 2017 document.
Sheepwash Creek	✓	✓				Works almost complete, awaiting delivery of final plant order.

### 18 AUSTRALIA DAY

Prepared by: Lucie Copas, Executive & Communications Officer

Council held its annual Australia Day Event for 2018 at Valentine Park in Campbell Town on 26 January 2018 from 9am – 12pm.

The theme for this year's event was 'Community Engagement' and Council encouraged local community groups and not for profit organisations to come along and promote their organisation or group.

Council was appointed an Official Australia Day Ambassador and this year we were joined by Hobart based John Zeckendorf who was the first Tasmanian to reach the summit of Mt Everest.

Council also held its annual Australia Day Awards and Volunteer Recognition Honours and the following were awarded for their impressive community involvement and dedication.

- Event of the year – CMCA Solos Network Rally 2017  
Nominated for their event held in early 2017 which brought a huge number of visitors and tourists to the Campbell Town community.
- Citizen of the year – Gregory Knight  
Nominated for his involvement with a variety of community groups and volunteer organisations. Especially for his involvement with Ambulance Tasmania.
- Young Citizen of the year – Curtis McGee  
Nominated for his dedication to raising awareness and funds for Cystic Fibrosis Tasmania. He lost his brother to the disease and is a passionate advocate.
- Volunteer Recognition – Fae Cox  
Nominated for her involvement with the Cressy Local District Committee and especially her dedication as chairperson of the committee.

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- Volunteer Recognition –Peter Evans  
Nominated for his involvement with various community groups and volunteer organisations. Especially for his involvement with the Campbell Town ANZAC group.

Council also held a citizenship ceremony welcoming 9 new citizens to the Northern Midlands.

Council officers have received great feedback from various groups and Council committees congratulating them on a well organised day.

### 19 REMOTE PILOTED AIRCRAFT (DRONE)

*Prepared by: Amanda Bond, Community & Development Manager*

Last year, the Northern Midlands Council collaborated with George Town Council to purchase and train an officer to operate a remote piloted aircraft (drone). It is proposed the drone can be used for building inspections, compliance inspections, filming of Council events. There will be a cost saving and risk reduction involved, for example, the inspection of a Council building roof can occur without the need for staff to be on the roof.

Council's Environmental Health Officer, Chris Wicks who works across both Councils, has completed training in piloting the drone and is in the process of completing his Remote Piloted Aircraft Operators Certificate.

There are many regulations around the operation of a drone, in particular in close proximity to an Airport. Northern Midlands towns of Evandale and Perth are impacted by these regulations and the operator must have the Remote Piloted Aircraft Operators Certificate to use the drone in these areas, in addition to obtaining approval from the airport authority for each flight.

Outside of these limits, any staff member can operate the drone, provided the Environmental Health Officer has certified the flight.

Upon completion of the Certificate both Council's Communications Officers will soon be liaising to arrange a launch of the collaboration.

Officers are also finalising a policy applicable to drone use by Council.

Provided the flight is outside of the Launceston Airport zone, Council can use the drone for flights from now.

It is anticipated that into the future the Council's may be able to outsource the drone to other companies as an income generating service. This is still under investigation.

### 20 TOOMS LAKE GUIDELINE UPDATE

*Prepared by: Erin Boer, Urban & Regional Planner*

Council's Planning and Building Officers are currently in the process of reviewing the Tooms Lake Shack Guidelines, with the aim to revise the guidelines so they are appropriate for the future needs of shack owners and campers.

An audit of all leased sites was undertaken on the 13th December 2017, to document the level of development that currently exists and to inform the level of development that should be allowed for within the revised guidelines. Comments were also sought from shack and campsite owners, to allow for their needs to be taken into consideration. A number of detailed responses were received.

The information obtained by the audit and consultation with shack/campsite owners will now be collated, followed by the drafting of the revised guidelines. A copy of the draft revised guidelines will be brought to Council for review, prior to implementation.

### 21 NOISE COMPLAINTS

*Prepared by: Amanda Bond, Community & Development Manager*

Recently, Councillors have requested a summary of Council's power to address noise complaints.

There are three primary sources of legislation giving Council the power to take action with regard to noise nuisance.

- *Environmental Management and Pollution Control Act 1994;*
- *Environmental Management and Pollution Control (Noise) Regulations 2016; and*
- *Local Government Act 1993*

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The majority of noise-generating equipment and appliances are addressed in the *Environmental Management and Pollution Control (Noise) Regulations 2016*.

These regulations apply to the operation of machinery and equipment; the operation of fixed equipment such as domestic heating equipment; the operation of motor vehicles and motor vessels; the hours of use for things such as power tools, machinery and equipment, musical instruments or sound amplifying equipment, lawn mowers and chainsaws.

Council's website clearly states the hours in which you can operate such machinery and equipment.

The *Environmental Management and Pollution Control Act 1994* deals with the emission of pollutants, which may cause environmental harm, one of which is energy which includes noise. This is a wide reaching and powerful Act that may be applied to industrial noise, farming activities and a range of environmental issues that have potential to affect the broader environment.

The *Local Government Act 1993* deals with nuisances, the definition of which includes something that gives rise to unreasonable or excessive levels of noise or pollution. This is the legislation that would generally be used to manage a noise issue such as the squawking of birds.

An information sheet relating to noise is available on the Council website.

### DECISION

**Cr Goss/Cr Calvert**

That the Information items be received.

Carried unanimously

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### 37/18 LONGFORD: ILLAWARRA ROAD ROUNDABOUT

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

#### 1 PURPOSE OF REPORT

The purpose of the report is to consider an offer from the Department of State Growth to fund the improvements to the roundabout.

#### 2 INTRODUCTION/BACKGROUND

Council at its meeting on 16 October 2017 (minute 315/17) resolved the following:

*That Council:*

- i) Accept and release the Longford Urban Design Strategy and Guidelines Manual;*
- ii) Consider funding the components of the Strategy in forthcoming Council budgets, and request Council Officers to seek to secure external grants to assist with the implementation of the Strategy;*
- iii) authorise the General Manager to contact the Department of State Growth to discuss improvements to the Illawarra Road roundabout.*

Subsequently a response was received from the Department of State Growth on 30 January 2018 confirming that the Department would fund the improvements to the roundabout with a number of conditions, copy attached.

The Longford Urban Design Strategy for the Illawarra Road roundabout identified the following:

*OBJECTIVE:*

*Provide an entry statement within the roundabout that welcomes visitors to Longford with a design that defines the community, character and heritage of Longford.*

*BENEFITS:*

*The benefits of creating a vibrant entry statement at this location signifies to visitors that Longford is a town well worth visiting and exploring, and is the heart of the Woolmers and Brickendon World Heritage Estates.*

*ACTION STEPS:*

- 1. Prohibit or reduce semi-trailer parking on both sides of Illawarra Road on the western approach to the roundabout.*
- 2. Prepare drawings for Longford's northern entry statement within the roundabout, and adjoining traffic islands in accordance with Austroads and State Growth design parameters.*

*DESIGN INGREDIENTS:*

- *Refer Longford Urban Design Guidelines.*
- *Reference Heritage, Farming, Agriculture and Racing (horses, bicycle and motor) through landscape treatments and public art within the roundabout and approaching traffic islands.*
- *Consider anti-hooping pavement textures and vandal resistant treatments.*
- *Bitumen over weed problem areas above gabion retaining wall.*
- *Consider low maintenance materials and structures.*
- *Spring bulb planting around trees and along the levee bank.*

#### 3 STRATEGIC PLAN 2017-2027

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

- Lead –
    - Leaders with Impact
- Core Strategies:
- ♦ Communicate – Connect with the community



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- ♦ Lead – Councillors represent honestly with integrity
- ♦ Manage – Management is efficient and responsive
- Money Matters  
Core Strategies:
  - ♦ Improve community assets responsibly and sustainably
- Progress –
  - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future  
Core Strategies:
    - ♦ Strategic, sustainable, infrastructure is progressive
    - ♦ Proactive engagement drives new enterprise
  - Economic Development – Supporting Growth & Changes
    - ♦ Towns are enviable places to visit, live & work
- People –
  - Sense of Place – Sustain, Protect, Progress  
Core Strategies:
    - ♦ Planning benchmarks achieve desirable development
    - ♦ Council nurtures and respects historical culture
    - ♦ Developments enhance existing cultural amenity
    - ♦ Public assets meet future lifestyle challenges
  - Lifestyle – Strong, Vibrant, Safe and Connected Communities  
Core Strategies:
    - ♦ Living well – Valued lifestyles in vibrant, eclectic towns
    - ♦ Communicate – Communities speak & leaders listen
    - ♦ Participate – Communities engage in future planning
    - ♦ Connect – Improve sense of community ownership
    - ♦ Caring, Healthy, Safe Communities – Awareness, education & service
- Place –
  - Environment – Cherish & Sustain our Landscapes  
Core Strategies:
    - ♦ Cherish & sustain our landscapes
    - ♦ Meet environmental challenges
    - ♦ Eco-tourism strongly showcases our natural beauties
  - History – Preserve & Protect our Built Heritage for Tomorrow  
Core Strategies:
    - ♦ Our heritage villages and towns are high value assets

#### 4 POLICY IMPLICATIONS

There are no policy issues associated with maintaining road verges on roads maintained by the Department of State Growth, Council already maintain some of the land around the roundabout and State Growth have previously given Council permission to maintain this area.

#### 5 STATUTORY REQUIREMENTS

Illawarra Road and Tannery Road are both classified as high volume roads under Australian Standard AS 1742.3 Traffic Management at Works Sites. Shadow vehicles with flashing lights and appropriate signage in accordance with the standard must be used. Traffic management plans to mow other areas around the roundabout have previously been developed in consultation with Councils Work Health and Safety Officer and these plans can be modified to include the new area which is to be maintained by Council.

#### 6 FINANCIAL IMPLICATIONS

The cost of implementing the 18 activation projects in the Urban Design Strategy has been estimated as \$3,944,910.

Council currently expends \$1,550 to maintain the entry to Longford, with the additional area it is estimated that the cost will increase to \$3,000 per annum.

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### **7 RISK ISSUES**

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

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

State Growth has been a key stakeholder in the develop of the Longford Urban Design Strategy with regard to traffic management and parklet developments.

### **9 COMMUNITY CONSULTATION**

Extensive community consultation underpinned the development of the Longford Urban Design Strategy and the associated Implementation Report.

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

Council can either accept or not accept the offer.

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

Council officers provide the following advice with regard to the Department of State Growth's proposal.

The offer of the \$186,000 would allow Council to now work up the project to create a vibrant entry statement, that defines the community, character and heritage of Longford.

A concept was accepted as an element of the overall Longford Urban Design Strategy. A copy of the concept is attached, which has an estimated cost of \$186,000.

A further action identified within the Strategy was to prohibit or reduce semi-trailer parking on both sides of Illawarra Road on the western approach to the roundabout.

The Department of State Growth has identified as a condition of the funding that Council identify an acceptable alternative heavy vehicle parking area along Illawarra Road.

Council's response may be that it is agreeable to working with the Department of State Growth and the heavy vehicle industry to identify a suitable heavy vehicle parking area.

The additional conditions from State Growth include:

- Enter into a deed with the Department that transfers the maintenance responsibility for the roundabout landscaping and any other associated entrance statements at this location; from the Department to Northern Midlands Council;

Council may enter into a deed of agreement that clearly identifies the responsibility of both parties.

The provision of an improved entry and maintenance standard increase would provide a defined entry that is welcoming to visitors and the local community of Longford.

- Undertake the vegetation maintenance along Illawarra Road for 200 metres to the east and west of the Illawarra Road roundabout. This responsibility will also be included in the abovementioned deed.

The sections south east, south west and north west of the roundabout are maintained by Council's mowers at an annual cost of \$1,550.

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The 200m sections east and west of the roundabout are currently maintained by the Department of State Growth.

If these sections were maintained to the same standard, the associated cost of reach arm slashing would be \$220 per hour, including traffic control, one hour per year. If these were to be maintained to Councils standard, this would take three hours.

The cost of annual spraying of traffic islands to Department of State Growth standards is approximately \$500.

### 12 ATTACHMENTS

- 12.1 Letter from the Department of State Growth dated 30 January 2018
- 12.2 Illawarra Road roundabout concept design
- 12.3 Plan of area to be maintained.

### RECOMMENDATION 1

That the matter be discussed.

### RECOMMENDATION 2

That Council

- 1) advise the Department of State Growth of its appreciation for its support to create a beneficial, vibrant entry statement at the Illawarra Road entry to Longford.
- 2) enter into a partnership with the Department of State Growth to identify a suitable alternative heavy vehicle parking area along Illawarra Road.
- 3) undertake the vegetation maintenance along Illawarra Road to the east and west of the Illawarra Road roundabout as identified in the site plan.
- 4) enter into a deed with the Department that transfers the maintenance responsibility for the roundabout landscaping and any other associated entrance statements at this location; from the Department to Northern Midlands Council.

*Councillor Polley attended the meeting at 5.10pm.*

### DECISION

#### **Cr Goninon/Cr Adams**

That Council

- 1) advise the Department of State Growth of its appreciation for its support to create a beneficial, vibrant entry statement at the Illawarra Road entry to Longford.
- 2) enter into a partnership with the Department of State Growth to identify a suitable alternative heavy vehicle parking area along Illawarra Road.
- 3) undertake the vegetation maintenance along Illawarra Road to the east and west of the Illawarra Road roundabout as identified in the site plan.
- 4) enter into a deed with the Department that transfers the maintenance responsibility for the roundabout landscaping and any other associated entrance statements at this location; from the Department to Northern Midlands Council.
- 5) not undertake work until the future works for the roundabout, Illawarra Road and Tannery Road upgrade is identified, with particular regard to the integrity of the roundabout; and report to Council.

Carried unanimously

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### 38/18 LONGFORD RAILWAY BRIDGE, ILLAWARRA ROAD

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

#### 1 PURPOSE OF REPORT

Councillor Dick Adams requested that this matter be brought forward to Council.

To consider the responses from interested parties in participating in the organising of an event/project to recognise the 150 year anniversary of the rail bridge in 2021.

#### 2 INTRODUCTION/BACKGROUND

The iron bridge was fabricated in England and shipped to Australia.

It was opened in 1871, on the railway line from Launceston to Deloraine. Constructed of a through lattice truss, continuous over two spans of 200 feet (61m). These were the longest spans in an Australian bridge until 1880, when it was surpassed by the Fitzroy suspension bridge at Rockhampton.

This matter was previously considered at the June 2017 Council meeting, at which time the following was the decision of Council (min. ref.: 187/17):

*Cr Polley/Cr Calvert*

*That*

- i) the matter be deferred until the budget is set; and*
- ii) Council write to the Minister of Transport advising of the 150 year anniversary of the bridge in 2021 and enquire whether there are any plans to recognise that milestone.*
- iii) Council contact light rail in both Evandale and Launceston and advise 150 year anniversary of the bridge in 2021 and enquire as to whether they would be interested in being involved in the recognition of the milestone.*

*Carried unanimously*

#### 3 STRATEGIC PLAN 2017-2027

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

- Progress –
  - Economic Development – Supporting Growth & Changes
    - ♦ Towns are enviable places to visit, live & work
  - Tourism Marketing & Communication
    - ♦ Tourism partnerships build sense of place identity
- People –
  - Sense of Place – Sustain, Protect, Progress
    - Core Strategies:
      - ♦ Council nurtures and respects historical culture
      - ♦ Developments enhance existing cultural amenity
  - History – Preserve & Protect our Built Heritage for Tomorrow
    - Core Strategies:
      - ♦ Our heritage villages and towns are high value assets

#### 4 POLICY IMPLICATIONS

N/a.

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### 5 STATUTORY REQUIREMENTS

N/a.

### 6 FINANCIAL IMPLICATIONS

Costs that would be associated with the establishing of a Committee and identification of future possible projects are yet to be determined.

### 7 RISK ISSUES

Identified risks are:

- Community reaction if Council fails to take the initiative to acknowledge the 150 year anniversary of the bridge.
- Committee is not established to organise a commemorative event due to lack of interest from the community.
- Funding is not available to progress an event or project that is recommended by a community interest group.

### 8 CONSULTATION WITH STATE GOVERNMENT

Contact has previously been made with TasRail. Further dialogue to take place if a Community Interest Committee is established.

### 9 COMMUNITY CONSULTATION

Evandale Light Railway & Steam Society Inc. has verbally expressed an interest in being represented on the Committee, if such Committee was to be established.

### 10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either endorse or not endorse the proposal.

### 11 OFFICER'S COMMENTS/CONCLUSION

The Longford Railway Bridge is an iconic structure, spanning the South Esk River, in Longford. The Western Railway Line travels over the bridge, enabling freight movement to/from the major container ports of Burnie and Devonport and the rest of the state. The bridge is listed in the Australian Heritage database with number 12819, listed since 21 March 1978.

As raised by Councillor Dick Adams, a suggestion has been to establish a 150 year Anniversary Committee – Longford Railway Bridge to consider and organize a celebration event or identify a project that would suitably commemorate the 150 year anniversary.

In the first instance it may be appropriate to ask the Longford Local District Committee if it would consider establishing a sub-committee to consider and possibly recommend a suitable celebratory event or project.

### 12 ATTACHMENTS

Nil.

### RECOMMENDATION 1

That the matter be discussed.

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### RECOMMENDATION 2

That the Longford Local District Committee be asked to consider establishing a sub-committee to organise a celebratory event or identify a project that would commemorate the 150 year anniversary of the Longford Railway Bridge.

### DECISION

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

That the Longford Local District Committee be asked to consider establishing a sub-committee to organise a celebratory event or identify a project that would commemorate the 150 year anniversary of the Longford Railway Bridge.

Carried unanimously

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### 39/18 STREET TREE PLANTING: SMITH STREET, LONGFORD

*Responsible Officer:* Des Jennings, General Manager

*Report prepared by:* Des Jennings, General Manager

#### 1 PURPOSE OF REPORT

To consider the proposal for the continuation of street tree planting where possible within the wider streets in the municipality.

#### 2 INTRODUCTION/BACKGROUND

Council back in 2010 removed a number of trees in Smith Street and, at that time, also formally agreed through a development application process to replace the trees at strategic locations.

To date this planting has not taken place.

The recent concerns raised by residents about the loss of trees due to the construction of a car park adjacent to the Council offices has prompted this previous decision to be recalled.

The planting to date has not taken place due to the location of services on both sides of Smith Street, as identified on the attached plan.

A possible solution to the planting of appropriate species, is the establishment and planting of a median strip up the middle of Smith Street.

Such a planting would be well away from existing services and provide an attractive avenue of trees, adding value environmentally and financially to adjoining properties.

#### 3 STRATEGIC PLAN 2017-2027

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

- Lead –
  - Leaders with Impact  
Core Strategies:
    - ♦ Communicate – Connect with the community
    - ♦ Lead – Councillors represent honestly with integrity
    - ♦ Manage – Management is efficient and responsive
  - Money Matters  
Core Strategies:
    - ♦ Improve community assets responsibly and sustainably
- Progress –
  - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future  
Core Strategies:
    - ♦ Strategic, sustainable, infrastructure is progressive
    - ♦ Proactive engagement drives new enterprise
  - Economic Development – Supporting Growth & Changes
    - ♦ Towns are enviable places to visit, live & work
- People –
  - Sense of Place – Sustain, Protect, Progress  
Core Strategies:
    - ♦ Planning benchmarks achieve desirable development
    - ♦ Council nurtures and respects historical culture
    - ♦ Developments enhance existing cultural amenity

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- ♦ Public assets meet future lifestyle challenges
- Lifestyle – Strong, Vibrant, Safe and Connected Communities  
Core Strategies:
  - ♦ Living well – Valued lifestyles in vibrant, eclectic towns
  - ♦ Communicate – Communities speak & leaders listen
  - ♦ Participate – Communities engage in future planning
  - ♦ Connect – Improve sense of community ownership
  - ♦ Caring, Healthy, Safe Communities – Awareness, education & service
- Place –
  - Environment – Cherish & Sustain our Landscapes  
Core Strategies:
    - ♦ Cherish & sustain our landscapes
    - ♦ Meet environmental challenges
    - ♦ Eco-tourism strongly showcases our natural beauties
  - History – Preserve & Protect our Built Heritage for Tomorrow  
Core Strategies:
    - ♦ Our heritage villages and towns are high value assets

#### 4 POLICY IMPLICATIONS

There is currently no policy in relation to this matter, however, a recognised process is followed in regard to the planting of street trees and the maintenance thereof.

#### 5 STATUTORY REQUIREMENTS

Legislation allows for service providers such as Aurora and Telstra; as well as the Department of State Growth to undertake maintenance/pruning of trees which are considered a threat to their infrastructure. Planning permits are applicable to plantings in some areas.

Due to Smith Street being within a Heritage Precinct, vegetation planting and road works do not meet the exemptions of the Northern Midlands Interim Planning Scheme 2013 and discretionary planning approval is likely to be required.

A proposal to plant trees on the southern side of Smith Street was lodged and approved by planning permit P10-279, in light of the removal of trees on the northern side of Smith Street; however, these works were never pursued.

Sewer, stormwater and gas mains are located on the southern side of the road and a water main is located on the northern side of the road.

Council generally avoid planting near sewer, water and stormwater services because tree roots are attracted to water and will damage pipes. The asset owners will not allow planting in close proximity to a gas main in any circumstances due to the serious risks associated with damage to the main.

#### 6 FINANCIAL IMPLICATIONS

The estimated cost to trial the proposal is approximately \$56,000 (\$4,000 per tree), this would realise the planting of trees on Smith Street, from Wellington to George streets, Longford.

Maintenance costs of the median is a consideration, with the planting and median cover to be landscaped to create minimal maintenance requirements.

The estimated costs, without irrigation installed is estimated at approximately \$3,600 for the first two years, with a trial area producing more reliable associated costs.

A minor cost in reseal is also anticipated and is estimated at approximately \$300.



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### 7 RISK ISSUES

The identified risks include:

- Failure to implement an initiative aligned with Council's Strategic Plan:
  - Cherish & sustain our landscape:
    - ♦ Nurture landscapes and environment for future benefit
    - ♦ Create eco-diverse public spaces with 'Sense of Place'
  - Meet environmental Challenges:
    - ♦ Raise awareness of climate change and seek solutions
    - ♦ Strengthen biodiversity in the natural environment
- Council does not undertake adequate community consultation, inclusive of seeking comment from the Longford Local District Committee and the residents of the street.  
Subsequently, adequately taking into account community support for or against.
- The design is to be to Australian Traffic Management Standards.
- The recommended trees are to be appropriate for the location, minimal impact on road pavement and a reasonable canopy for shade purposes.
- Trees planted on verges which are too narrow to allow for safe use of footpaths by users and which overhang the road pavement.
- Trees which hinder line of sight of road users.
- Trees dying when they are young due to insufficient water.
- Parking issues created by inappropriate plantings.
- Destruction of assets.

Under the tree planting guidelines council's insurers require root barriers to be installed to ensure root growth does not cause damage (tripping points) in footpaths which may result in a future public liability claim.

### 8 CONSULTATION WITH STATE GOVERNMENT

N/a.

### 9 COMMUNITY CONSULTATION

Community consultation will include the Longford Local District Committee and the residents of the street, where the proposal may be trialled.

### 10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either accept or not accept the suggested trial proposed.

### 11 OFFICER'S COMMENTS/CONCLUSION

Northern Midlands Council plants and maintains street trees to ensure the municipalities residents receive all the benefits trees bring to our towns and open spaces.

Street trees help to:

- Provide cooler, greener, more comfortable pathways for walking and cycling
- Improve air quality
- Reduce and clean stormwater run-off

# MINUTES – ORDINARY MEETING

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- Improve property values
- Add to the identity of our towns.

If Council support the proposal as a trial to plant the centre of Smith Street, Longford, consideration is to be given to the planting of water smart trees. These new street trees may be planted with water smart design features underneath that will divert stormwater through a garden bed to irrigate the tree and filter pollutants from the stormwater system which will help improve the health of our waterways.

Selected street trees will be specifically grown and conditioned to suit a street environment. This involves trimming the lower branches off the tree to provide a clear trunk for visual permeability along the street and also to restrict branches interfering with vehicle movement. Trees will be grown for approximately 2 years in a commercial nursery until the site is ready for installation.

### How Council chooses street trees

Trees are selected to:

- suit the site conditions
- not interfere with services such as powerlines
- not obstruct visibility for road users and pedestrians
- compliment the character of an area.

It is important to look to the future and the development of a strategy to continue with the planting of street trees will add to the amenity of the towns of the Northern Midlands.

The attractiveness and appeal of a tree lined avenue adds to the wellbeing of the community and the appeal to visitors.

Support is sought to trial the proposal and in the first instance seek community comment, with a report back to Council and, if supported, an allocation provided in the 2018/2019 Budget to progress.

## 12 ATTACHMENTS

12.1 Proposed Tree Planting Plan for Smith Street, Longford

### RECOMMENDATION 1

That the matter be discussed.

### RECOMMENDATION 2

That Council seek comment from the Longford Local District Committee and the residents of Smith Street, Longford.

### DECISION

#### Cr Knowles/Cr Polley

That Council

- a) seek comment from the Longford Local District Committee and the residents of Smith Street, Longford; and
- b) an environmental statement be circulated as part of the information provided to the Local District Committee and residents.

Carried unanimously

# MINUTES – ORDINARY MEETING

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### 40/18 TASWATER: QUARTERLY REPORT TO OWNERS' REPRESENTATIVES

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

#### 1 PURPOSE OF REPORT

Mayor Downie has requested that the *Quarterly Report to Owners' Representatives – Progress update to 31 December 2017* be tabled. Mayor Downie also attended a TasWater Owners' Representatives meeting on 9 February 2018 in Launceston.

#### 2 INTRODUCTION/BACKGROUND

TasWater has presented their second quarter (Q2) FY 2017-18 Quarterly Report to Owners' representatives in accordance with the requirements of the shareholder's letter of expectations.

Outlined in the reports on the key aspects of TasWater's performance year to date. These are followed by scorecards reflecting the status of their performance indicators outlined in the FY 2018-20 Corporate Plan and financial performance compared to FY 2017-18 Budget.

#### 3 STRATEGIC PLAN 2017-2027

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

- Lead – Leaders with Impact
    - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future
- Core Strategies: Lead – Councillors represent honestly with integrity
- ♦ Apply best practice, compliant governance

#### 4 POLICY IMPLICATIONS

N/A.

#### 5 STATUTORY REQUIREMENTS

Tasmanian Water and Sewerage Industry Customer Service Code

*Water and Sewerage Corporations Act 2012*

*Water and Sewerage Industry Act 2008*

*Public Interest Disclosure Act 2002*

#### 6 FINANCIAL IMPLICATIONS

TasWater plan to reduce distributions to councils from \$31M in 2017 to \$21M in 2026. Due to the proposed funding requirement of the planned Capital Works program borrowings will increase from \$500M in 2017 to \$891M in 2026.

#### 7 RISK ISSUES

No risk issues have been identified with regard to the provision of the report.

The report details performance to date, followed by scorecards reflecting the status of their performance indicators.

# MINUTES – ORDINARY MEETING

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### 8 CONSULTATION WITH STATE GOVERNMENT

N/A.

### 9 COMMUNITY CONSULTATION

N/A.

### 10 OPTIONS FOR COUNCIL TO CONSIDER

To either note the report or not.

### 11 OFFICER'S COMMENTS/CONCLUSION

Status of capital works within the Northern Midlands Municipality include:

- Longford to Mackinnons Hill Reservoir Rising Main

Current Project State: Construction

Project Budget: \$4,057,000

Comments: As at December 2017

Pipe section to be completed by end of January 2018. Significant rock encountered in trench excavations are slowing progress.

- Regional towns Water Supply Program

- Epping Forest

An Epping Forest update was provided by TasWater on 2 February 2018 and is attached for information.

TasWater is constructing a pipeline to connect the community of Epping Forest to the Conara water Supply system. This includes the construction of a gravity pipeline along the Midland Highway between the two communities, and a reservoir and pump station within Epping Forest.

All construction activities are scheduled for completion by mid-March.

- Conara

A Conara update was provided by TasWater for February 2018 and is attached for information.

TasWater is constructing a new water treatment plant at the Milford reservoir site near the existing pump station. This will supply the Conara reticulation system.

Upgrades are also planned for the water supply system in Conara.

Construction of the gravity pipeline has commenced, water treatment plant works are scheduled to commence in February and minor construction work is planned for Conara in late February/early March.

- Rossarden

A February update for Rossarden has been provided by TasWater and is attached for information.

TasWater is planning to construct a new water treatment plant (WTP) at the existing pump station site and a new reservoir that will supply the Rossarden reticulation system.

A new pipeline will be constructed to replace the existing water race from Aberfoyle Creek.

All works (on and off-site) are commencing in February.

# MINUTES – ORDINARY MEETING

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### 12 ATTACHMENTS

- 12.1 Quarterly Report to Owners' Representatives – progress update to 31 December 2017
- 12.2 24glasses – Regional Towns Water Supply Program – February updates for Epping Forest, Conara and Rossarden

### RECOMMENDATION 1

That the matter be discussed.

### RECOMMENDATION 2

That Council note the report.

### DECISION

#### **Cr Goninon/Cr Calvert**

That the matter be discussed.

Carried unanimously

#### **Cr Goss/Cr Knowles**

That Council note the report and support the continued ownership of TasWater by Council into the future, to ensure the continued ownership by the public and that Taswater is not privatised at any time in the future and don't believe that the government has a mandate to takeover TasWater.

Carried unanimously

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### 41/18 MONTHLY REPORT: DEVELOPMENT SERVICES

Responsible Officer: Amanda Bond, Community & Development Manager

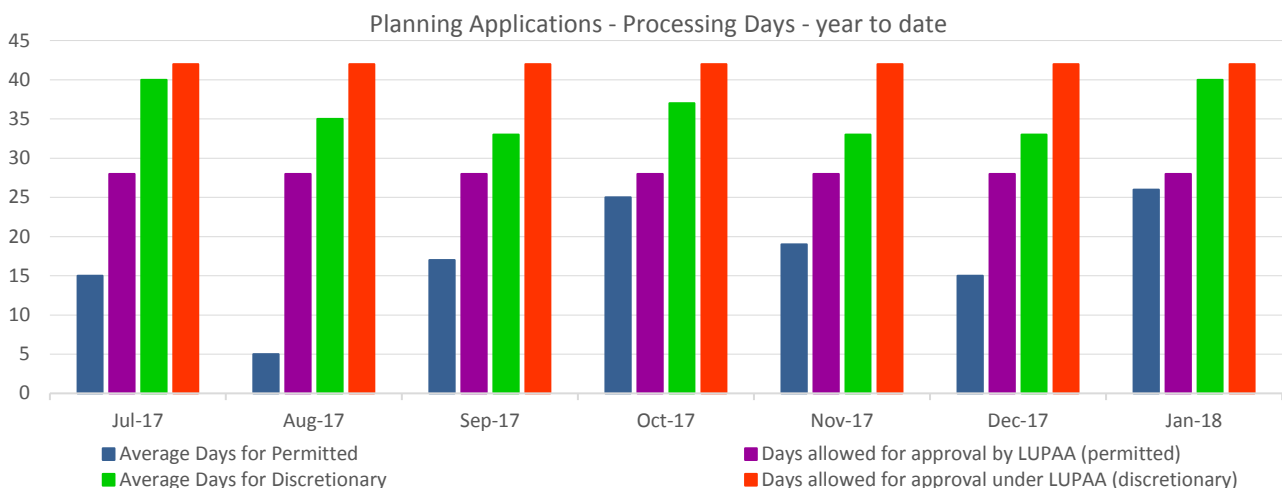
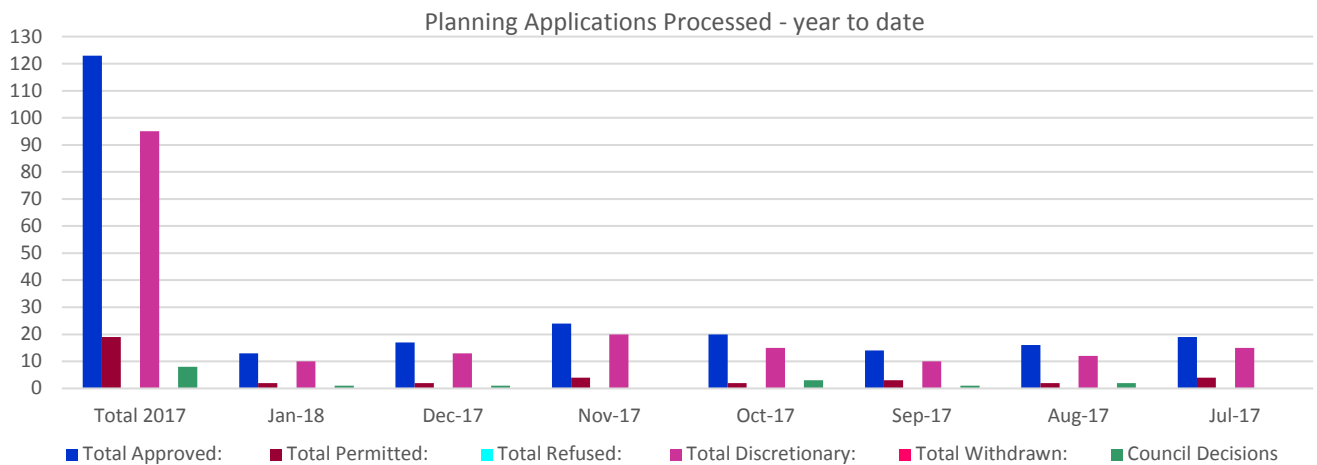
#### 1 PURPOSE OF REPORT

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

#### 2 DEVELOPMENT SERVICES REPORTING

##### 2.1 Planning Decisions

	Total	Jan-18	Dec-17	Nov-17	Oct-17	Sept-17	Aug-17	Jul-17
Total Approved:	122	13	17	24	20	14	16	19
Total Permitted:	19	2	2	4	2	3	2	4
Average Days for Permitted	17	26	15	19	25	17	5	15
Days allowed for approval by LUPAA	28	28	28	28	28	28	28	28
Total Exempt under IPS:	0	0	0	0	0	0	0	0
Total Refused:	0		0	0		0	0	0
Total Discretionary:	95	10	13	20	15	10	12	15
Average Days for Discretionary:	35	40	33	33	37	33	35	40
Days allowed for approval under LUPAA:	42	42	42	42	42	42	42	42
Total Withdrawn:	0	0	0	0	0	0	0	0
Council Decisions:	8	1	1	0	3	1	2	0



# MINUTES – ORDINARY MEETING

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January 2018

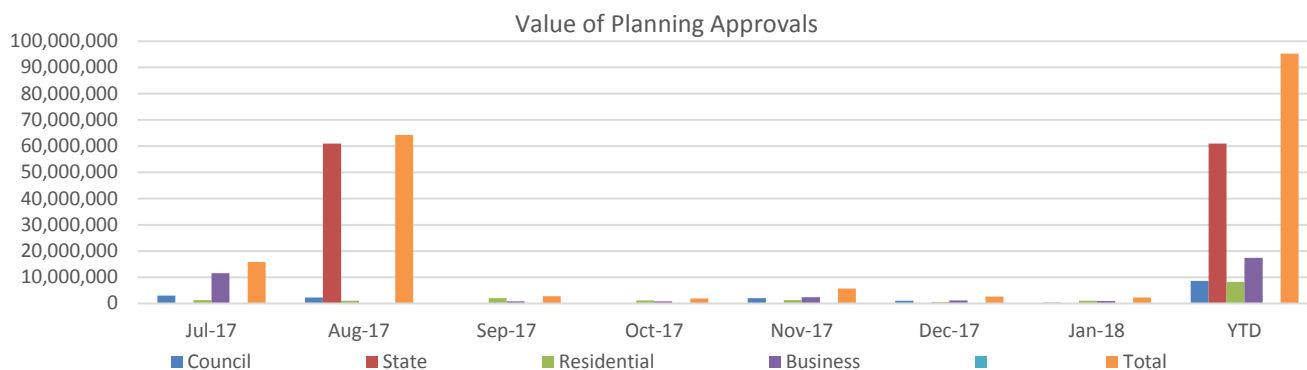
Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
<b>DELEGATED DECISIONS</b>					
P16-152	01: 8 multiple dwellings on proposed lot 2, (vary setbacks units 1-7 & construction of carparking - impervious all weather seal) and 02: 2-lot subdivision, boundary adjustment & demolition of carport/garages	46 Anstey Street & 121A Marlborough Street, LONGFORD	MSR Properties	Amend	
P17-300	Brick outbuilding (vary internal front setback)	15 Burghley Street, LONGFORD	P & P Coleman	36	D
P17-316	Demolition (retrospective) and replacement of dwelling	1014 Glen Esk Road, CONARA	Tasbuilt Homes	23	P
P17-301	Dwelling & ancillary dwelling/outbuilding (vary side [s] & rear setbacks)	139 Main Street, CRESSY	J Goss	37	D
P17-295	Dwelling alterations & additions (heritage precinct)	7 Mason Street, LONGFORD	M Rigg & S Cahill	42	D
P17-305	Dwelling - vary rear & side (SW) boundary setbacks & private open space	5 Glover Court, EVANDALE	Leigh Adams Building Design	42	D
P17-323	Shed (vary rear setback) & demolition of existing carport & shed	12 Nile Road, EVANDALE	Theresa L Hatton Building Design	30	D
P17-306	Dwelling & garage (within 50m of railway, vary side [S] & internal front setback)	4 Rose Gold Court, PERTH	W Van Der Pols	40	D
P17-315	2 lot re-subdivision	857 Tunbridge Tier Road, TUNBRIDGE	Woolcott Surveys	41	D
P17-291	4 sculptures (species hotels), interpretive signage & realignment of fence (natural & cultural values management) within irrigation district; flood prone area; priority habitat area; within 50m of watercourse & heritage listed place under planning scheme	54 Chiswick Road, ROSS	Director of Conservation Greening Australia Tas	44	D
P17-294	Change of use from residential to function centre (Community meeting & entertainment), alterations to signage, landscaping & planter boxes (heritage-listed place)	55 High Street, CAMPBELL TOWN	N Graham	42	D
P17-195	Covered deck extension & shipping container (vary setbacks in rural zone, within irrigation district & within 50m of category 1 road)	13490 Midland Highway, EPPING FOREST	Epping Forest Road House (EFR Pty Ltd)	41	D
P17-281	Irrigation Pipeline from South Esk to Winton Dam	523 Esk Main Road, CONARA	CP Delivery	28	P
<b>COUNCIL DECISIONS</b>					
P17-287	Ross Village Green development (vary side setback [S], heritage precinct)	33 Church Street ROSS	Loop Architecture	42	D
<b>COUNCIL DECISIONS - REFUSAL</b>					

### 2.2 Value of Planning Approvals

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	YTD
Council	3,016,000	2,250,000	10,000	0	2,040,000	1,000,000	300,000	8,616,000
State	0	61,000,000	0	0	0	0	0	61,000,000
Residential	1,281,500	1,017,000	1,989,945	1,172,200	1,281,000	502,300	1,064,900	8,308,845
Business	11,493,218	1,900	750,000	750,000	2,350,000	1,158,000	928,355	17,431,473
Total	15,790,718	64,268,900	2,749,945	1,922,200	5,671,000	2,660,300	2,293,255	95,356,318

# MINUTES – ORDINARY MEETING

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### 2.3 Matters Awaiting Decision by TPC & RMPAT

TPC		TASMANIAN PLANNING COMMISSION
01/17		Rezone part of 6-8 Bridge St, Ross to Local Business, and use as Shop. Representation considered at Council meeting of 16 October 2017. TPC advised. Presented to hearing 23/1/2018. Awaiting TPC decision.
		Draft Planning Directive No. 6 – Exemption and Standards for Visitor Accommodation in Planning Scheme. Presented to hearing 23/11/2017. TPC to advise of decision.
TPS		Tasmanian Planning Scheme – State Planning Provisions (SPPs). The SPPs came into effect on 2/3/2017 as part of the Tasmanian Planning Scheme. They will have no practical effect until Local Provisions Schedule (LPS) is in effect in a municipal area.
RMPAT		RESOURCE MANAGEMENT AND PLANNING APPEAL TRIBUNAL
01/18P (P16-311)		Extractive industry (rock/gravel quarry) (Level 2 Activity), 833 Hobart Road, Breadalbane – J Miedecke v Northern Midlands Council and Mt Oriel Breadalbane Pty Ltd. Appeal by representor against granting of permit. Preliminary Conference held 30/1/2018. Appeal withdrawn 9/2/2018.
116/17P (P17-119)		Increase production up to 100,000 cubic metres at quarry (Level 2 Activity), 283 Valleyfield Road, Campbell Town - Van Diemen Quarries Pty Ltd v Northern Midlands Council & EPA. Appeal against conditions. Preliminary conference held. Ongoing mediation. Hearing set for 23/3/2018.
22/17P (P16-077)		Tyre Storage & Shredding, 437 Woolmers Lane, Longford – Tyre Recycle Tasmania Pty Ltd vs Northern Midlands Council & EPA. Hearing adjourned to a date to be set by the Tribunal from February 2018.
Decisions received		
TPC		
03/16 (P16-271)		184 High Street, Campbell Town - site-specific Planning Scheme Amendment and permit to use and develop 24-hour card operated retail fuel depot. Draft amendment & permit advertised. No representations received. TPC approved amendment and permit - effective 14/2/2018.
RMPAT		
-		-

### 2.4 Building Approvals

The following table provides a comparison of the number and total value of building works for 2016/17 and 2017/18.

	YEAR - 2016 - 2017				YEAR - 2017 - 2018			
	Jan-17		July 16 - Jan 17		Jan-18		July 17 - Jan 18	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$
New Dwellings	7	2,892,656	24	6,284,136	9	2,448,932	34	9,513,461
Dwelling Additions	2	200,000	15	2,235,398	1	180,000	16	1,934,638
Garage/Sheds & Additions	3	193,000	44	971,273	5	263,000	32	2,003,100
Commercial			15	3,083,046	0	0	5	972,500
Other (Signs)			3	876,978	2	1,770,000	3	1,778,000
Swimming Pools			1	46,800	0	0	0	0
Minor Works			1	4,000	0	0	3	27,950
Building Certificates	1	5,000	1	5,000	0	0	0	0
Amended Permits			0	0	0	0	0	0
<b>TOTAL</b>	<b>13</b>	<b>3,290,656</b>	<b>104</b>	<b>13,506,631</b>	<b>17</b>	<b>4,661,932</b>	<b>93</b>	<b>16,229,649</b>
<b>Inspections</b>								
Building	<b>22</b>		<b>184</b>		<b>1</b>		<b>15</b>	
Plumbing	<b>34</b>		<b>154</b>		<b>18</b>		<b>150</b>	

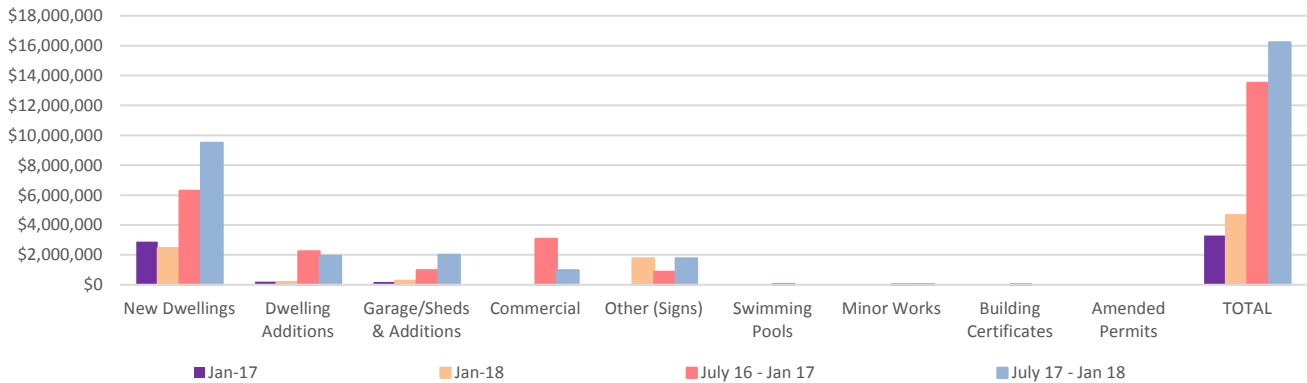


# MINUTES – ORDINARY MEETING

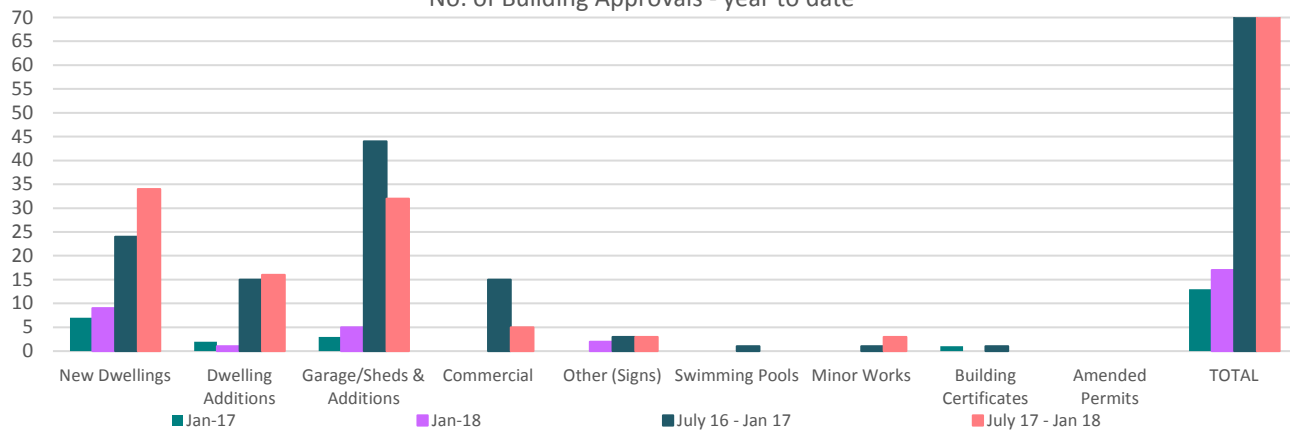
## 19 FEBRUARY 2018



Value of Building Approvals - year to date



No. of Building Approvals - year to date



### 2.5 Planning and Building Compliance – Permit Review

Officers are taking a close look at works being started before planning and building permits are issued. Officers have identified that this area needs monitoring closely.

A lot of planning and building enquires have and are being made by the general public to make sure their works and future planned works are going to be compliant which has been very pleasing.

Tooms lake Shack and campsite audit has been conducted and officers are reviewing the information and guidelines.

A program of review has been established and the following areas are scheduled to be actioned in the coming month:

- Footpath Trading

Below is a table of inspections and action taken since the commencement of the Building & Compliance Officer on 23 August 2017.

#### Planning permit reviews

	This Month	2017/2018
Number of Inspections	3	27
Property owner not home or only recently started		
Complying with all conditions / signed off		5
Not complying with all conditions		
Re-inspection required	3	15
Enforcement Notices issued		
Enforcement Orders issued		
Infringement Notice		1
No Further Action Required		6

# MINUTES – ORDINARY MEETING

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### ***Building permit reviews***

	This Month	2017/2018
Number of Inspections	4	17
Property owner not home or only recently started		1
Complying with all conditions / signed off		
Not complying with all conditions		
Re-inspection required	1	6
Building Notices issued		
Building Orders issued		
No Further Action Required	3	10

### ***Illegal works - Building***

	This Month	2017/2018
Number of Inspections	10	38
Commitment provided to submit required documentation		6
Re-inspection required	2	12
Building Notices issued	1	4
Building Orders issued		
No Further Action Required	7	16

### ***Illegal works - Planning***

	This Month	2017/2018
Number of Inspections	5	35
Commitment provided to submit required documentation		7
Re-inspection required	1	17
Enforcement Notices issued		1
Enforcement Orders Issued		
No Further Action Required	4	10

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

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

- Progress – Economic Health and Wealth – Grow and Prosper
  - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future  
Core Strategies:
    - ♦ Strategic, sustainable, infrastructure is progressive  
*A Land Use and Development Strategy to direct growth*
  - Economic Development – Supporting Growth and Change  
Core Strategies:
    - ♦ Towns are enviable places to visit, live and work
- People – Culture and Society – A Vibrant Future that Respects the Past
  - Sense of Place – Sustain, Protect, Progress  
Core Strategies:
    - ♦ Planning benchmarks achieve desirable development
    - ♦ Council nurtures and respects historical culture
    - ♦ Developments enhance existing cultural amenity
- Place – Nurture our Heritage Environment
  - Environment – Cherish and Sustain our Landscapes  
Core Strategies:
    - ♦ Meet environmental challenges
  - History – Preserve and Protect our Built Heritage for Tomorrow
    - ♦ Our heritage villages and towns are high value assets
- Core Departmental Responsibilities
  - Planning and Development

# MINUTES – ORDINARY MEETING

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#### 4 STATUTORY REQUIREMENTS

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

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

##### 4.2 *Building Act 2016*

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

#### 5 RISK ISSUES

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

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

#### 6 COMMUNITY CONSULTATION

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

#### 7 OFFICER'S COMMENTS/CONCLUSION

Planning approval timelines for processing of discretionary applications is 40 days (33 days last month) (42 days allowed by LUPAA).

There were 93 building approvals valued at \$16,229,649 (year to date) for 2017/2018, compared to 104 building approvals valued at \$13,506,631 (year to date) for 2016/2017.

#### RECOMMENDATION

That the report be noted.

#### DECISION

**Cr Gordon/Cr Goss**

That the report be noted.

Carried unanimously

# MINUTES – ORDINARY MEETING

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### 42/18 FEES: SCHEDULE REVIEW BUILDING, PLANNING & PLUMBING

Responsible Officer: Amanda Bond, Community & Development Manager  
Report prepared by: Amanda Bond, Community & Development Manager

#### 1 PURPOSE OF REPORT

The purpose of this report is for Council to set administrative fees for applications for low risk building work, and to review the fees charged for subdivision applications.

#### 2 INTRODUCTION/BACKGROUND

##### **Low risk building work**

The first of January 2017 saw the new *Building Act 2016* come into force. The Act has now been in place for one year and officers have identified areas where Council may be missing out on fees, as a result of the changes imposed by the Act.

One of the most significant changes is the categorisation of building and plumbing work. Work can be low risk (Category 1 and 2), medium risk (Category 3) or high risk (Category 4).

It is the role of the private building surveyor engaged by developers to identify the category of the work.

Documentation (a Form 80) with regard to category 1 and 2 work is not required to be lodged with Council until the completion of the work. An example of low risk work is the building of a kit shed on a flat block.

At present Council does not charge an administrative fee to process a Form 80, however, there is some time involved as the Permit Authority must review the Form 80 and confirm the work is actually Category 1 or 2, and not higher.

Enquiries with other Council's show that approximately half the Councils in the state charge an administrative fee for Category 1 and 2 work. The charges range between \$40 and \$100, with the average being \$50.

It is recommended that Council introduce a fee for the submission of a Form 80 to cover the time spent by the Permit Authority to review the Form 80.

##### **Subdivision applications**

Presently, Council charges the following fees with respect to a subdivision application.

Subdivision (no variations to Planning Scheme provisions)	\$500 + \$245 advert fee <b>(\$745)</b> + \$250 per new lot+ #1#2
Subdivision (variations to Planning Scheme provisions)	\$500 + \$245 advert fee <b>(\$745)</b> + \$250 per new lot + \$125 per variation per lot + #1#2
Application in conjunction with subdivision	Discretionary fee no advertising fee
Other Departments' fees:	
#1 Engineering Department: Assessment/approval of plans/specifications and inspection of works (subdivisions & units)	\$335 (+ \$122 per lot/unit for each lot if over 3 lots)
#2 Health Department: EHO assessment fee of subdivision (outside sewerage district)	\$127 + \$63 each new lot

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Recently, several instances have arisen where an application has been received for a subdivision for a boundary adjustment, resulting in the same number of titles (a “re-subdivision”).

Applications of this nature involve the same amount of administrative work as a subdivision where new lots are created, however, Council’s fee schedule does not allow for additional charges above the existing \$745 (application fee plus advertising), as would be the case with an application where new lots are being created.

It is recommended that when an application for re-subdivision be received, Council charge an additional one-off fee of \$250 to address this inconsistency. This would make the cost of a re-subdivision application \$995.

### **3 STRATEGIC PLAN 2017-2027**

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

- Lead –
    - Money Matters
- Core Strategies:
- ♦ Budgets are responsible yet innovative
  - ♦ Efficiency in resource sharing and Council reform
  - ♦ Improve community assets responsibly and sustainably

### **4 POLICY IMPLICATIONS**

Council’s Rates & Charges Policy applies.

### **5 STATUTORY REQUIREMENTS**

There are no statutory requirements to charge a fee.

### **6 FINANCIAL IMPLICATIONS**

By imposing a fee Council will be generating income for a service that it is required to give under legislation, however, presently not charged for.

### **7 RISK ISSUES**

There is a risk that Council will not recover cost for a necessary service, by not imposing a fee.

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

Not applicable

### **9 COMMUNITY CONSULTATION**

Developers will need to be made aware of the fee, if imposed.

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

To impose a fee for submission of a Form 80 building or plumbing work and re-subdivision applications, or not.

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### 11 OFFICER'S COMMENTS/CONCLUSION

With the changes to the *Building Act* Officers are seeing an increase of the submission of Form 80s, as there is more and more low risk work being completed, which is taking up more and more Officer time to process.

Whilst applications for re-subdivision do not occur often, they do require the same amount of Officer attention to assess, therefore it is important fees are charged accordingly.

### 12 ATTACHMENTS

Nil

#### RECOMMENDATION 1

That Council discuss this matter.

#### RECOMMENDATION 2

That Council impose a \$50 fee for the submission of a Form 80 Category 1 and 2 Building or Plumbing Work, and an additional \$250 to any application for sub-division where the number of lots does not increase.

#### DECISION

##### **Cr Goss/Cr Polley**

That the matter be discussed.

Carried unanimously

##### **Cr Polley/**

That Council impose a \$100 fee for the submission of a Form 80 Category 1 and 2 Building or Plumbing Work, and an additional \$250 to any application for sub-division where the number of lots does not increase.

The motion lapsed for want of a seconder

##### **Cr Goss/Cr Calvert**

That Council impose a \$50 fee for the submission of a Form 80 Category 1 and 2 Building or Plumbing Work, and an additional \$250 to any application for sub-division where the number of lots does not increase.

Carried unanimously

# MINUTES – ORDINARY MEETING

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### 43/18 MONTHLY FINANCIAL STATEMENT

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

#### 1 PURPOSE OF REPORT

The purpose of this report is to present the monthly financial reports as at 31 January 2018.

#### 2 INTRODUCTION/BACKGROUND

The Corporate Services Manager circulated a copy of the Monthly Financial Summary for the period ended 31 January 2018.

#### 3 ALTERATIONS TO 2017-18 BUDGET

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

##### SUMMARY FINANCIAL REPORT

For Month Ending: 31-Jan-18 7

##### A. Operating Income and Expenditure

	Budget	Year to Date Budget	Actual	(\$,000)	Target 100%	Comments
Rate Revenue	-\$10,217,520	-\$10,217,520	-\$10,084,127	-\$133	98.7%	
Recurrent Grant Revenue	-\$4,138,350	-\$2,414,038	-\$2,000,958	-\$413	82.9%	
Fees and Charges Revenue	-\$1,545,400	-\$901,483	-\$948,544	\$47	105.2%	
Interest Revenue	-\$709,430	-\$413,834	-\$197,970	-\$216	47.8%	Accrued revenue adjustment included
Reimbursements Revenue	-\$47,434	-\$27,670	-\$75,524	\$48	272.9%	
Other Revenue	\$34,143	\$19,917	\$473,276	-\$453	2376.3%	
	-\$16,623,991	-\$13,954,628	-\$12,833,847	-\$1,121	92.0%	
Employee costs	\$3,382,964	\$1,973,396	\$1,770,082	\$203	89.7%	
Material & Services Expenditure	\$4,765,855	\$2,780,082	\$2,541,400	\$239	91.4%	
Depreciation Expenditure	\$5,327,756	\$3,107,858	\$3,107,656	\$0	100.0%	
Government Levies & Charges	\$707,512	\$412,715	\$381,845	\$31	92.5%	
Councillors Expenditure	\$192,960	\$112,560	\$94,330	\$18	83.8%	
Interest on Borrowings	\$0	\$0	\$0	\$0		
Other Expenditure	\$1,216,199	\$885,308	\$719,449	\$166	81.3%	
Plant Expenditure Paid	\$493,570	\$287,916	\$312,610	-\$25	108.6%	
	\$16,086,816	\$9,559,834	\$8,927,372	\$632	93.4%	
	-\$537,175	-\$4,394,794	-\$3,906,475			
Gain on sale of Fixed Assets	\$0	\$0	-\$79,618	\$80	0.0%	
Loss on Sale of Fixed Assets	\$456,524	\$266,306	\$17,073	\$249	6.4%	
Underlying (Surplus) / Deficit	-\$80,651	-\$4,128,488	-\$3,969,020			1
	\$0		\$0			
Capital Grant Revenue	-\$2,769,856	-\$1,615,749	-\$610,000	-\$1,006	37.8%	
Subdivider Contributions	-\$433,000	-\$252,583	0	-\$253	0.0%	
Capital Revenue	-\$3,202,856	-\$1,868,333	-\$610,000			
	\$0		\$0			

##### Budget Alteration Requests

- For Council authorisation by absolute majority

##### Operating Budget

Capital Projects

- Street Parklets

- Campbell Town Recreation Ground Complex

-\$80,000

\$80,000

# MINUTES – ORDINARY MEETING

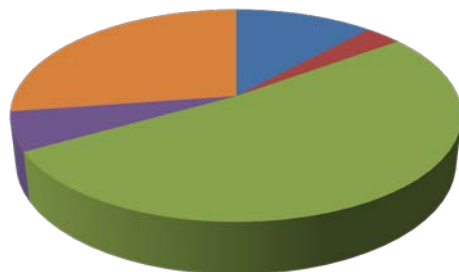
## 19 FEBRUARY 2018



### B. Balance Sheet Items

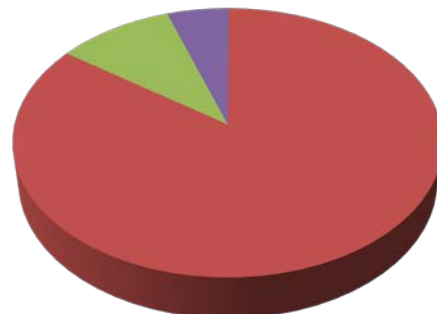
	Year to Date Actual	Monthly Change	Same time last year	Comments		
<b>Cash &amp; Cash Equivalents Balance</b>						
- Opening Cash balance	\$12,382,946	\$20,086,318				
- Cash Inflow	\$17,653,319	\$674,800				
- Cash Payments	-\$10,759,248	-\$1,484,102				
- Closing Cash balance	\$19,277,016	\$19,277,016				
	-	-				
<b>Account Breakdown</b>						
- Trading Accounts	\$323,786					
- Investments	\$18,953,231					
	\$19,277,016					
	-					
<b>Summary of Investments</b>						
	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value	
CBA Call Account	31/01/2018	31/01/2018	1.40	\$804,884	\$804,884	
Tasmanian Public Finance Corporation Call Account	1/01/2018	31/01/2018	1.50	\$5,234	\$5,240	
CBA	12/12/2017	12/02/2018	2.08	\$1,000,000	\$1,003,533	
CBA	11/08/2017	7/02/2018	2.30	\$1,500,000	\$1,517,014	
CBA	11/09/2017	13/03/2018	2.37	\$1,000,000	\$1,011,882	
CBA	20/11/2017	20/03/2018	2.25	\$500,000	\$503,699	
CBA	6/09/2017	4/04/2018	2.41	\$1,000,000	\$1,013,866	
CBA	6/09/2017	4/05/2018	2.44	\$1,000,000	\$1,016,044	
Bass & Equitable	24/05/2017	24/05/2018	2.65	\$629,584	\$646,268	
CBA	29/01/2018	29/05/2018	2.31	\$1,400,000	\$1,410,632	
CBA	11/12/2017	12/06/2018	2.34	\$1,000,000	\$1,011,732	
ANZ	14/11/2017	14/06/2018	2.35	\$1,365,147	\$1,383,780	
ANZ	8/12/2017	8/12/2018	2.05	\$1,025,153	\$1,046,169	
My State Financial	25/12/2017	25/12/2018	2.70	\$1,223,229	\$1,256,256	
Westpac	4/07/2017	4/07/2022	3.37	\$5,500,000	\$6,427,258	
<b>Total Investments</b>				\$18,953,231	\$20,058,257	

Investments by Institution



■ ANZ ■ B&E ■ MyState ■ Tascorp ■ Westpac ■ CBA

Total Investments by Rating (Standard & Poor's)



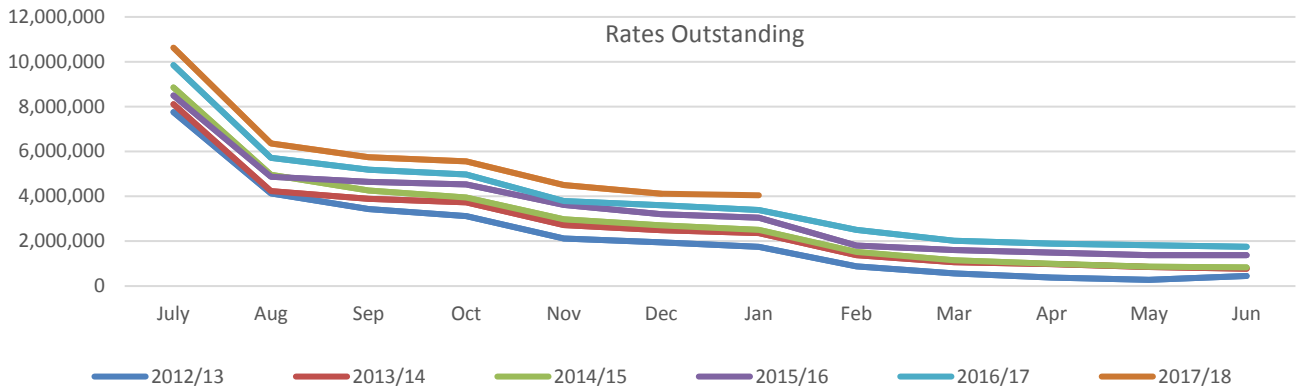
■ AA+ ■ AA- ■ Unrated ■ BBB

Rate Debtors	2017/18	% to Raised	Same Time Last Year	% to Raised	
Balance b/fwd	\$1,742,445		\$1,365,785		
Rates Raised	\$10,157,467		\$9,667,404		
	\$11,899,912		\$11,033,189		
Rates collected	\$7,516,235	74.0%	\$7,089,160	75.7%	
Pension Rebates	\$443,704	4.4%	\$426,038	4.4%	
Discount & Remissions	\$47,636	0.4%	\$30,455	0.4%	
	\$8,007,575		\$7,545,653		
Rates Outstanding	\$4,047,734	39.8%	\$3,602,324	34.9%	
Advance Payments received	-\$155,397	1.5%	-\$114,787	1.3%	



# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



Trade Debtors			
Current balance	\$798,879		
- 30 Days	\$744,439		
- 60 Days	\$1,453		
- 90 Days	\$4,198		
- More than 90 days	\$48,788		
Summary of Accounts more than 90 days:			
- Norfolk Plains Book sales		711	Paid by outlet as sold
- Hire/lease of facilities		3,401	
- Removal of fire hazards		5,318	
- Dog Registrations & Fines		34,401	Sent to Fines Enforcement
- Sales		-	
- Private Works		2,931	
- Grants		-	
- Regulatory Fees		2,026	

### C. Capital Program

	Budget	Actual (\$,000)	Target 58%	Comments
Renewal	\$6,844,939	\$3,042,299	44%	
New assets	\$6,388,406	\$1,778,461	28%	
<b>Total</b>	<b>\$13,233,344</b>	<b>\$4,820,760</b>	<b>36%</b>	
Major projects:				
- Woolmers Bridge Replacement	\$2,830,000	\$193,014	7%	Commenced Jan 2018
- Campbell Town Recreation Ground Complex	\$2,020,000	\$218,323	11%	Tender stage
- Rossarden Road Bridge Replacement	\$220,770	\$184,858	84%	Complete
- Royal George Bridge Replacement	\$240,790	\$219,141	91%	Complete
- Barton Road Reconstruction	\$1,130,000	\$136,404	12%	Under construction
- Longford Rec Ground Redevelopment	\$1,100,000	\$61,885	6%	BA stage
- Public Toilet Replacements	\$600,000	\$554,859	92%	Substantially complete
- Ross Village Green Development	\$300,000	\$30,324	10%	Design stage
- Longford Sports Centre Extension	\$1,000,000	\$60,422	6%	Tender stage
- Recreation Lighting	\$1,040,000	\$100,541	10%	Tender stage

\* Full year to date capital expenditure for 2017/18 provided as an attachment.

### D. Financial Health Indicators

	Target	Actual	Variance	Trend	
Financial Ratios					
- Rate Revenue / Total Revenue	61.5%	78.6%	-17.1%	↑	
- Own Source Revenue / Total Revenue	75%	84%	-9.3%	↘	
Sustainability Ratio					
- Operating Surplus / Operating Revenue	0.5%	30.9%	-30.4%	↘	
- Debt / Own Source Revenue	59.4%	68.5%	-9.1%	↔	
Efficiency Ratios					
- Receivables / Own Source Revenue	38.8%	33.3%	5.6%	↘	
- Employee costs / Revenue	20.3%	13.8%	6.6%	↗	
- Renewal / Depreciation	128.5%	97.9%	30.6%	↗	
Unit Costs					
- Waste Collection per bin	\$9.97	\$10.48		↔	
- Employee costs per hour	\$28.19	\$23.63		↗	
- Rate Revenue per property	\$1,463.62	\$1,444.51		↔	
- IT per employee hour	\$3.17	\$3.12		↘	

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### E. Employee & WHS scorecard

	YTD	This Month
Number of Employees	84.0	89
New Employees	10	2
Resignations	1	0
Total hours worked	74899.5	14286
Lost Time Injuries	0	0
Lost Time Days	0	0
Safety Incidents Reported	8	3
Hazards Reported	11	2
Risk Incidents Reported	4	2
Insurance claims - Public Liability	0	0
Insurance claims - Industrial	0	0
Insurance claims - Motor Vehicle	1	0
IT - Unplanned lost time	0	0
Open W/Comp claims	1	0



### 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 January 2018.
- 5.2 Capital Works Report to end January 2018.

### RECOMMENDATION

That Council

- i) receive and note the Monthly Financial Report for the period ending 31 January 2018.
- ii) authorise budget alterations as detailed in section 3A above.

### DECISION

#### **Cr Knowles/Cr Gordon**

That Council

- i) receive and note the Monthly Financial Report for the period ending 31 January 2018.
- ii) authorise budget alterations as detailed in section 3A above.

Carried unanimously

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### 44/18 2018/2019 MUNICIPAL BUDGET

File: Subject 24/029  
 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 for Council to set the parameters for the 2018-2019 Municipal Budget.

#### 2 INTRODUCTION/BACKGROUND

The 2018-2019 Budget process is conducted mostly in accordance with Council's previously adopted procedure in an endeavour to finalise the process during June 2018:

- Issue a memo in March to Councillors and staff to list projects/ capital works for consideration and costing
- Place the Budget on Local District Committee agendas
- Conduct a Councillor Bus Tour during April (scheduled on Wednesday 18<sup>th</sup> April)
- List all major or new works/projects that have been considered by Council for consideration in the Budget process
- Set Budget parameters prior to drafting Budget
- Draft Budget having regard to:
  - i) Strategic Plan
  - ii) Budget parameters
  - iii) Local District Committee requests
  - iv) Long Term Capital Works programs
  - v) Departmental management and operational requirements
- Hold Council workshop/s to consider and review draft budget and review rating methodology
- Present a revised draft Budget to Council meeting for adoption
- Levy rates and charges in July.

With the Audit legislation requiring Annual Financial Statements to be completed by 15<sup>th</sup> August, it is suggested that Council move through the budget process with an aim to finalise/ adopt at the June meeting, this will allow financial staff to prepare and meet timelines for the end of year financial statements.

It is common practice each year for Council to undertake a Municipal Bus Tour to inspect projects that have been identified for inclusion in the forthcoming budget and also to meet with Local District Committee representatives to discuss their issues of priority. It was resolved that the Bus Tour be held on Wednesday 18<sup>th</sup> April 2018, and for Councillors that cannot attend photos of capital works items listed be provided. An itinerary for the proposed Council Bus Tour will be prepared and circulated prior to the tour.

Proposed budget timetable is as follows:

19 February 2018	Council Meeting	Set budget parameters
09 April 2018	Workshop	Capital Works Budget
18 April 2018	Bus Tour	
7 May 2018	Workshop	Draft Budget 1
28 May 2018	Workshop (optional)	Draft Budget 2
4 June 2018	Workshop	Draft Budget 3
25 June 2017	Council Meeting	Adopt Budget
Mid-July 2018		Issue Annual Plan
Mid-July 2018		Issue Rates

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### 3 STRATEGIC PLAN 2017/2027

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

- Lead –
    - Money Matters
- Core Strategies:
- ♦ Budgets are responsible yet innovative
  - ♦ Efficiency in resource sharing and Council reform
  - ♦ Improve community assets responsibly and sustainably

### 4 POLICY IMPLICATIONS

Rating methods and financial policies will be considered during the Budget deliberations.

### 5 STATUTORY REQUIREMENTS

Council must adopt a Budget by absolute majority in accordance with section 82 of the *Local Government Act 1993*, prior to 31 August and not more than one month before the start of the financial year.

### 6 FINANCIAL IMPLICATIONS

Careful consideration must be taken to enable Council to have sufficient funds to maintain assets and meet commitments for the 2018-2019 financial period.

Some outside influences this year that need to also be considered include:

- State election/budget opportunities for external funding
- Reduction in Roads to Recovery grant funding
- TasWater forecasted distributions level
- Bank Interest rates
- EBA wage increase levels
- Resource Sharing arrangements
- Development trends in area (incl Perth Road Bypass implications)
- Stimulus Projects in progress
- Debtors ability to pay.

### 7 RISK ISSUES

Council must adopt its budget to enable annual planning to commence and rates and charges to be levied for the 2018-2019 financial period.

### 8 CONSULTATION WITH STATE GOVERNMENT

A submission to the State Grants Commission papers was put forward for consideration during the Government Grant funding distribution process.

### 9 COMMUNITY CONSULTATION

Council meet with Local District Committees to discuss priority budget projects listed by the committees. There is also direct input into the formation of the Budget from ratepayers, and indirect input via councillors and departmental managers.

### 10 OPTIONS FOR COUNCIL TO CONSIDER

The following budget parameters are suggested for the 2018-19 Budget for Council consideration, review and endorsement (note December annual movement of CPI was 2.1 percent).

- a) Ongoing operational expenditure to be funded by annual rate income where possible.
- b) Government grants to be expended in the specific areas for which the grants are received (i.e. untied road grants spent on roads) for capital or special projects. Untied Financial Assistance grants to be expended on capital or special projects if possible.

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



- c) New services to be funded from new rates raised.
- d) User pays principle to be used where possible.
- e) Cash reserves to be quarantined or committed to specific planned projects. Stimulus loan repayments to be allocated on an annual basis.
- f) Wages to be indexed with Enterprise Bargaining Agreement, and other General Operating expenses be indexed by the LGAT calculated Local Government cost index for 2018 of *estimated 2.0%* or CPI (2.30% last year).
- g) Contract payments increased as per agreement provisions.
- h) Interest on investments calculated at 2.5 percent.
- i) 2% percent increase in financial assistance grant funding.
- j) State stimulus loan funding, at nil interest rate, being only borrowings from external sources for capital or operating expenditure, unless funded from new rates raised for new assets.
- k) Minimise any Annual Asset Renewal shortfall.
- l) General rate increases be modelled on a relationship to the LGAT calculated Local Government cost index of *estimated 2%* (was 1.5% last year) for the Budget period, plus any percentage determined in the LTFP for long term sustainability and for Asset Management renewal funding if required.

### RECOMMENDATION 1

That Council discuss the matter.

### RECOMMENDATION 2

That Council adhere to its previously adopted Budget process as detailed above, and endorse the following 2018-19 Draft Budget parameters

- a) Ongoing operational expenditure to be funded by annual rate income where possible.
- b) Government grants to be expended in the specific areas for which the grants are received (i.e. untied road grants spent on roads) for capital or special projects. Untied Financial Assistance grants to be expended on capital or special projects if possible.
- c) New services to be funded from new rates raised.
- d) User pays principle to be used where possible.
- e) Cash reserves to be quarantined or committed to specific planned projects. Stimulus loan repayments to be allocated on an annual basis.
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- g) Contract payments increased as per agreement provisions.
- h) Interest on investments calculated at 2.5 percent.
- i) 2% percent increase in financial assistance grant funding.
- j) State stimulus loan funding, at nil interest rate, being only borrowings from external sources for capital or operating expenditure, unless funded from new rates raised for new assets.
- k) Minimise any Annual Asset Renewal shortfall.
- l) General rate increases be modelled on a relationship to the LGAT calculated Local Government cost index of *estimated 2%* (was 1.5% last year) for the Budget period, plus
  - any percentage determined in the LTFP for long term sustainability, and
  - for Asset Management renewal funding if required.

### DECISION

**Cr Adams/Cr Knowles**

That the matter be discussed.

Carried unanimously

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### Cr Calvert/Cr Knowles

That Council adhere to its previously adopted Budget process as detailed above, and endorse the following 2018-19 Draft Budget parameters

- a) Ongoing operational expenditure to be funded by annual rate income where possible.
- b) Government grants to be expended in the specific areas for which the grants are received (i.e. untied road grants spent on roads) for capital or special projects. Untied Financial Assistance grants to be expended on capital or special projects if possible.
- c) New services to be funded from new rates raised.
- d) User pays principle to be used where possible.
- e) Cash reserves to be quarantined or committed to specific planned projects. Stimulus loan repayments to be allocated on an annual basis.
- f) Wages to be indexed with Enterprise Bargaining Agreement, and other General Operating expenses be indexed by the LGAT calculated Local Government cost index for 2018 of *estimated 2.0%* or CPI (2.30% last year).
- g) Contract payments increased as per agreement provisions.
- h) Interest on investments calculated at 2.5 percent.
- i) 2% percent increase in financial assistance grant funding.
- j) State stimulus loan funding, at nil interest rate, being only borrowings from external sources for capital or operating expenditure, unless funded from new rates raised for new assets.
- k) Minimise any Annual Asset Renewal shortfall.
- l) General rate increases be modelled on a relationship to the LGAT calculated Local Government cost index of *estimated 2%* (was 1.5% last year) for the Budget period, plus
  - any percentage determined in the LTFP for long term sustainability, and
  - for Asset Management renewal funding if required.

Carried unanimously

*Mayor Downie adjourned the meeting for the meal break at 5.55pm*

*Mayor Downie reconvened the meeting after the meal break at 6.45pm*

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### 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.

[No questions were put forward or statements made.](#)

# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



### CON – ITEMS FOR THE CLOSED MEETING

#### DECISION

**Cr Gordon/Cr Knowles**

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

Carried unanimously

#### **45/18 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*

#### **46/18 APPLICATIONS BY COUNCILLORS FOR LEAVE OF ABSENCE**

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

#### **47/18 (1) PERSONNEL MATTERS**

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

#### **47/18 (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*

#### **47/18 (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*

#### **47/18 (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*

#### **47/18 (5) PROPOSALS FOR THE COUNCIL TO ACQUIRE LAND OR AN INTEREST IN LAND OR FOR THE DISPOSAL OF LAND**

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

#### **47/18 (6) 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*.  
*Mediation*

#### **47/18 (7) INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL**

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



# MINUTES – ORDINARY MEETING

## 19 FEBRUARY 2018



*Appeal*

### 48/18 CAMPBELL TOWN WAR MEMORIAL OVAL CLUB ROOMS: TENDER ASSESSMENT

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

#### DECISION

**Cr Knowles/Cr Gordon**

That Council

- a) accepts the revised tender from Vos Group; and
- b) Officers review the 2017/2018 Budget to identify savings to cover the additional cost and fund the remaining components in the 2018/2019 Budget; and
- c) make this decision available to the public.

Carried

#### **Voting for the motion:**

Mayor Downie, Cr Calvert, Cr Gordon, Cr Knowles, Cr Polley

#### **Voting against the motion**

Cr Adams, Cr Goninon, Cr Goss

### 49/18 CONTRACTS, AND TENDERS, FOR THE SUPPLY OF GOODS AND SERVICES AND THEIR TERMS, CONDITIONS, APPROVAL AND RENEWAL

As per provisions of Section 15(2)(d) of the *Local Government (Meeting Procedures) Regulations 2015*.  
*Sports Oval Lighting*

### 50/18 CONTRACTS, AND TENDERS, FOR THE SUPPLY OF GOODS AND SERVICES AND THEIR TERMS, CONDITIONS, APPROVAL AND RENEWAL

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

#### DECISION

**Cr Goss/Cr Polley**

That Council move out of the closed meeting.

Carried unanimously

Mayor Downie closed the meeting at 7.49pm

MAYOR \_\_\_\_\_

DATE \_\_\_\_\_