



**NORTHERN
MIDLANDS
COUNCIL**

MINUTES

ORDINARY MEETING OF COUNCIL

MONDAY, 19 FEBRUARY 2024



MINUTES of the Ordinary Meeting of the Northern Midlands Council held on 19 February 2024 at 5.00pm in person at the Council Chambers, 13 Smith Street, Longford

1 ATTENDANCE

PRESENT

Mayor Mary Knowles OAM, Deputy Mayor Janet Lambert, Cr Dick Adams OAM, Cr Alison Andrews AM, Cr Richard Archer, Cr Matthew Brooks, Cr Richard Goss, Cr Andrew McCullagh, Cr Paul Terrett

In Attendance

Miss Maree Bricknell - Corporate Services Manager, Mr Leigh McCullagh - Works Manager, Ms Victoria Veldhuizen - Executive Officer, Mrs Gail Eacher - Executive Assistant

APOLOGIES

Mr Des Jennings - General Manager

Code of Conduct

Mayor Knowles noted that the Code of Conduct sets out standards of behaviour.

She referred in particular to the requirement that Councillors must not cause any reasonable person offence or embarrassment, must not bully or harass any person.

Consequently, Mayor Knowles provided Cr Terrett with the opportunity to apologise for his aggressive behaviour at the previous Council meeting, in relation to pointing and yelling at staff members.

Cr Terrett denied the accusation and made the following statement, *"if you have a code of conduct, please make that code of conduct ... I'll apologise for the point not that I believe that I have done anything and if you have that perception then I apologise."*

Mayor Knowles noted that voting would take place on what is written on the screen.



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3 ACKNOWLEDGEMENT OF COUNTRY

We acknowledge and pay our respects to the Tasmanian Aboriginal Community as the traditional and original owners, and continuing custodians of this land on which we gather today and acknowledge Elders – past, present and emerging.

4 DECLARATIONS OF ANY PECUNIARY INTEREST OF A COUNCILLOR OR CLOSE ASSOCIATE

Council resolved to accept the following Declarations of Interest:

- Councillor Richard Goss - open council 7.3.1, 7.3.2
- Councillor Andrew McCullagh - open council 8.15 (Campbell Town hall sale), closed council 4.3
- Councillor Paul Terrett - closed council 4.3 (perceived interest)

As per the *Local Government Act 1993, Part 5 - Pecuniary Interests, section 48*:

- (1) *A councillor must not participate at any meeting of a council, council committee, special committee, controlling authority, single authority or joint authority in any discussion, nor vote on any matter, in respect of which the councillor–*
 - (a) *has an interest; or*
 - (b) *is aware or ought to be aware that a close associate has an interest.*
 - (2) *A councillor must declare any interest that the councillor has in a matter before any discussion on that matter commences.*
-



5 PROCEDURAL

5.1 CONFIRMATION OF COUNCIL MEETING MINUTES

5.1.1 Confirmation Of Minutes: Ordinary Council Meeting

MINUTE NO. 24/044

DECISION

Cr McCullagh/Cr Adams

That the Open Council Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 29 January 2024, subject to the following amendment to Item 11.1 PLN23-0131: 33 Youl Road Perth, Multiple Dwellings (11):

4 *Screening*

Prior to the occupancy of any dwelling on the site, any habitable room window within 2.5m of the shared driveway or parking spaces (including turn areas) and which has a sill height less than 1.7m above the floor level, must be separated by a screen of not less than 1.7m in height.

Neighbour boundary fencing to be not less than 2.1m in height.

be confirmed as a true record of proceedings.

Carried Unanimously

RECOMMENDATION

That the Open Council Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 29 January 2024, subject to the following amendment to Item 11.1 PLN23-0131: 33 Youl Road Perth, Multiple Dwellings (11):

4 *Screening*

Prior to the occupancy of any dwelling on the site, any habitable room window within 2.5m of the shared driveway or parking spaces (including turn areas) and which has a sill height less than 1.7m above the floor level, must be separated by a screen of not less than 1.7m in height.

Neighbour boundary fencing to be not less than 2.1m in height.

be confirmed as a true record of proceedings.

5.2 DATE OF NEXT COUNCIL MEETING

Mayor Knowles advised that the next Ordinary Council Meeting of the Northern Midlands Council would be held at 5.00pm on Monday, 18 March 2024.



5.3 MOTIONS ON NOTICE

The following Motions on Notice have been received.

5.3.1 Notice Of Motion: St Giles - Property At Rossarden

Responsible Officer: *Des Jennings, General Manager*

MINUTE NO. 24/045

DECISION

Deputy Mayor Lambert/Cr McCullagh

That a full report be tabled at the next council meeting regarding all relevant issues pertaining to the Rossarden block contested by St Giles.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

OFFICER'S RECOMMENDATION

Council Officer's support Cr Lambert's recommendation:

That a full report be tabled at the next council meeting regarding all relevant issues pertaining to the Rossarden block contested by St Giles.

Councillor Lambert has requested the below Notice of Motion be tabled at the 19 February 2024 Council Meeting.

NOTICE OF MOTION

That a full report be tabled at the next council meeting regarding all relevant issues pertaining to the Rossarden block contested by St Giles.

I put this motion forward with the view of, as an act of good will, Council considers repayment of the outstanding amount to St Giles for rates previously paid, if another suitable solution cannot be found. My understanding is council could sell the land to recoup this money as per Section 137 of the Local Government Act.

BACKGROUND

Disability support group St Giles claimed they have been paying rates on an unused block of land at Rossarden for approximately 28 years only to discover they do not own the block.

ATTACHMENTS

Nil



5.3.2 Notice Of Motion: South Esk River Parklands, Perth

Responsible Officer: *Des Jennings, General Manager*

MINUTE NO. 24/046

DECISION

Deputy Mayor Lambert/Cr Adams

That Council modify the South Esk River Parklands, Perth - Master Plan to include a small boat ramp which can be utilized by kayaks, canoes, and small boats; and that the matter be included in the 2024/2025 budget deliberations.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

OFFICER'S RECOMMENDATION

Council Officer's support Cr Lambert's recommendation:

That Council modify the South Esk River Parklands, Perth - Master Plan to include a small boat ramp which can be utilized by kayaks, canoes, and small boats.

Councillor Lambert has requested the below Notice of Motion be tabled at the 19 February 2024 Council Meeting.

NOTICE OF MOTION

That Council modify the South Esk River Parklands, Perth - Master Plan to include a small boat ramp which can be utilized by kayaks, canoes, and small boats.

BACKGROUND

- Council has endorsed the South Esk River Parklands, Perth - Master Plan which includes a flood proof canoe launch however, no public facilities exist in Perth to launch a small boat.
- The current plan only caters for Kayaks and canoes.
- 1 in 4 people in Tasmania fish
- Tasmania was host to the FIPS Mouch World Fly fishing Championships in 2019 – this type of facility would have been well utilized during the competition.
- Perth is a growing community and there is a need for a variety of facilities to cater for community recreational needs.
- Not having boat access to the river impacts a large section of Perth and surrounding communities from being able to fish in the south Esk and being able to launch a small boat within their own community.
- There would be economic benefits to people being able to launch locally.
- An opportunity exists to partner with MAST to create a suitable ramp or pontoon etc. which will cater for a variety of water users through their either their Small Boating Fund or the larger Recreational Boating Fund
- There is a risk of a missed opportunity to expand the offerings for recreational users within the South Esk River Parklands, Perth - Master Plan.
- Longford has a large boat ramp which is heavily utilized and caters for a variety of boats and water vessels, a small boat ramp at Perth would go some way to taking the pressure off this ramp.



- Boat trailers and cars can be safely catered for with the formalized loop road entry to the George St Park with twenty-four parking bays, which can also cater for a variety of groups utilizing the adjoining picnic facilities, playground, open space areas and boat ramp.

ATTACHMENTS

Nil



5.4 QUESTIONS ON NOTICE

MINUTE NO. 24/047

DECISION

Cr McCullagh/Cr Terrett

That Council receive the Questions on Notice and note the answers provided.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

RECOMMENDATION

That Council receive the Questions on Notice and note the answers provided.

Councillor Terrett has submitted ten (10) questions on notice to the General Manager.

A response to the questions posed will be provided at the Council meeting.

1. What is the total expenditure to Council to take matters to the Tasmanian Civil and Administrative Tribunal for the last 2 years?

A: 2021/22 & 2022/23 - \$281,980

2. What is the total expenditure of legal costs (not related to TASCAT) by Council in the last 2 years?

A: 2021/22 & 2022/23 - \$464,151

3. Why did work commence on the demolition of the Evandale toilets in Pioneer Park prior to the Evandale Village Fair and National Penny Farthing Championships?

A: As previously advised by the General Manager to the Councillors on 8 February 2024, the works commenced in line with Council's works schedule. There is never an ideal time for council works to be undertaken given the number of public events. Council officers need to balance other competing projects it has on, including balancing priorities, contractor/staff availability, availability of materials etc. A further consideration is grant funding – Council received a grant of \$100,000 towards this project with the project needing to be completed before end 30 June 2024 in order to receive the grant funding.

Council secured alternative toilets which are new and in a better condition than the existing amenities in Pioneer Park. There has not been a reduction in the number of facilities available. The works will not impact on the Village Fair or Penny Farthing festival.

4. Was the Evandale community consulted prior to the works commencing? If so, when?

A: Yes, Council officers have liaised with event organisers to achieve a desirable outcome. Consultation commenced at the end of January 2024 via social media, and at the start of February 2024 with Evandale Village Fair Inc (event organiser).

5. Why wasn't the works scheduled until after the event?

A: As per the answer for question 3. It is recognized that Evandale has a number of events occurring, including the verandah music festival, John Glover Art Exhibition in March, the upcoming flower show, along with the



weekly Sunday markets. Council is of the view there isn't an ideal time for the works to be undertaken and must work to the grant funding deadline.

6. Why has it taken from 26 June 2023 (Notice of Motion 5.3.2 Council resolution) until now, to write to the Minister for Planning, Shadow Minister for Planning and local members of state parliament to advocate for an infrastructure contribution framework be integrated into the Land Use Planning and Approvals Act 1993?
A: As has been previously advised to Councillors, due to officer availability, the letter was not sent until 8 December 2023.
 7. Is Council currently investigation other resource sharing options other than street sweeping with Meander Valley Council? If so, what areas are being looked at?
A: Council is awaiting the outcome of the Future of Local Government Review, and in the interim will continue to consider appropriate opportunities as they arise.
 8. Is the Longford Railway Sesquicentenary Committee a special committee of council under section 24 of the Local Government Act. If so, when did the Council appoint members to this committee? Has it received secretarial support from Council?
A: As has previously been advised, the Longford Railway Sesquicentenary Committee is a sub-committee of the Longford Local District Committee.
 9. How many youths were consulted in the development of the youth strategy and how were they targeted in the consultation?
A: Targeted youth consultation was not undertaken during the development of the youth strategy, with officer's relying on previous consultation data available to it, along with the broader community consultation undertaken, which included 11 submissions in response to the Youth Strategy.
 10. Other than attending conferences, what professional development has the General Manager undertaken in the last 10 years?
A: The General Manager's professional development has been undertaken in accordance with his employment contract and any relevant Council policies or professional requirements. The General Manager also provides monthly updates in the agenda as to his engagements and events attended.
-



6 COUNCIL COMMITTEES - CONFIRMATION OF MINUTES

MINUTE NO. 24/048

DECISION

Cr Adams/Deputy Mayor Lambert

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

Carried Unanimously

Minutes of meetings of the following Committees are attached:

Date	Committee	Meeting
6 December 2023	Bicycle Advisory Committee	Ordinary
24 January 2024	Bicycle Advisory Committee	Ordinary
6 February 2024	Evandale Advisory Committee	Ordinary
6 February 2024	Ross Local District Committee	Ordinary
6 February 2024	Campbell Town District Forum	Ordinary
6 February 2024	Perth Local District Committee	Ordinary
7 February 2024	Longford Local District Committee	Ordinary

Matters already considered by Council at previous meetings have been incorporated into **Information Item: Officer's Actions**.

In the attached minutes of Council Committees, recommendations of Committees are listed for Council's consideration in the Agenda Item 7 below.



7 COUNCIL COMMITTEES - RECOMMENDATIONS

7.1 CAMPBELL TOWN DISTRICT FORUM

At the ordinary meeting of the Campbell Town District Forum held on 6 February 2024 the following motion/s were recorded for Council's consideration:

7.1.1 Footpaths For New Developments

MINUTE NO. 24/049

DECISION

Deputy Mayor Lambert/Cr Andrews
That Council note the recommendation.

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss and Cr McCullagh

Voting Against the Motion:

Cr Terrett

Officer Recommendation:

That Council note the recommendation.

Committee Recommendation:

NMC to urgently look at footpaths to service new developments in William, East, Pedder and Bedford Streets.

Officer Comment:

The Campbell Town District Forum notes the following in their minutes:

William Street / Pedder Street / East Street:

Depending on the requirement of the DA, either the developer may be responsible for curb and guttering or the DA may have included the contribution towards future cost of curb and guttering.

This recommendation could be considered for future developments in the area.

7.1.2 Roadworks: West Street

MINUTE NO. 24/050

DECISION

Cr Andrews/Cr Brooks
That Council note the recommendation.

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss and Cr McCullagh

Voting Against the Motion:

Cr Terrett

Officer Recommendation:

That Council note the recommendation.

Committee Recommendation:

West Street from High Street to Pedder Street needs to be remade.



Officer Comment:

The Campbell Town District Forum has noted in their minutes:

West Street still a disaster. Show coming up in May, drivers will use West Street as a way to get to the show grounds.

Operational matter, maintenance options being reviewed.



7.2 EVANDALE ADVISORY COMMITTEE

At the ordinary meeting of the Evandale Advisory Committee held on 6 February 2024 the following motion/s were recorded for Council's consideration:

7.2.1 Pioneer Park Upgrade

MINUTE NO. 24/051

DECISION

Cr Goss/Deputy Mayor Lambert
That Council note the request.

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss and Cr McCullagh

Voting Against the Motion:

Cr Terrett

Officer Recommendation:

That Council note the request.

Committee Recommendation:

That the Evandale Advisory Committee be consulted on the Pioneer Park Master Plan before finalisation of the Plan.

Officer Comment:

Leon Lange and Tony Purse attended the 7 February 2023 Evandale Advisory Committee meeting to present on the Master Plan at which time feedback was requested and received from the membership.

7.2.2 Baker Group Development

MINUTE NO. 24/052

DECISION

Cr Goss/Cr Adams
That Council note the motion.

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss and Cr McCullagh

Voting Against the Motion:

Cr Terrett

Officer Recommendation:

That Council note the motion.

Committee Recommendation:

That the Evandale Advisory Group receive an update re the Baker Group's proposed development in Evandale.

Officer Comment:

Operational matter, a formal application has not yet been received.



7.2.3 Traders In Purple

MINUTE NO. 24/053

DECISION

Cr Goss/Cr Andrews
That Council note the motion.

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss and Cr McCullagh

Voting Against the Motion:

Cr Terrett

Officer Recommendation:

That Council note the motion.

Committee Recommendation:

That the Evandale Advisory committee be provided with an update regarding Traders in Purple's proposed development in Evandale.

Officer Comment:

Operational matter, a formal application has not yet been received.

7.2.4 Dump Point At Honeysuckle Banks

MINUTE NO. 24/054

DECISION

Cr Goss/Deputy Mayor Lambert
That Council note the motion.

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss and Cr McCullagh

Voting Against the Motion:

Cr Terrett

Officer Recommendation:

That Council note the motion.

Committee Recommendation:

That the Evandale Advisory Committee be provided with an update re the progress of the proposed Dump Point and Toilet Block at Honeysuckle Banks.

Officer Comment:

The matter is in progress and will be subject to a Development Application. A budget allocation will need to be approved to undertake the works.



7.3 LONGFORD LOCAL DISTRICT COMMITTEE

At the ordinary meeting of the Longford Local District Committee held on 7 February 2024 the following motion/s were recorded for Council's consideration:

7.3.1 Reduction In Speed Limit

Cr Goss declared an interest in item 7.3.1 and 7.3.2 and left the meeting at 5.34pm.

MINUTE NO. 24/055

DECISION

Cr Adams/Cr Brooks

That Council requests the Department of State Growth to carry out a review of the speed limits in Wellington and Marlborough Streets in Longford.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

Officer Recommendation:

That Council requests the Department of State Growth to carry out a review of the speed limits in Wellington and Marlborough Streets in Longford.

Committee Recommendation:

LLDC request NMC to approach local state members and the Minister for State Growth to reduce the speed limit on Longford's main roads being, Marlborough Street, and Wellington Street to Woolmers Lane, from 60kmh to 50kmh.

Officer Comment:

All of Marlborough St is maintained by the Department of State Growth.

Wellington St is maintained by the Department of State Growth from the northern entrance into Longford to the intersection with Marlborough St (Stickybeaks corner). Beyond Marlborough St it is a Council maintained Rd. Although part of Wellington St is not maintained by the Department of State Growth they are still responsible for approving any proposed speed limit changes.

Based on previous discussions with the Department of State Growth regarding speed zones on Marlborough and Wellington St and other locations these roads are likely to be viewed as arterial roads and the preference of the Department is often for arterial roads to remain as 60km zones to assist with traffic flow. 50km zones are generally only used in shopping areas on arterial roads, however the Department do consider Council and community feedback when making decisions on speed limits.

7.3.2 Bike Path Extension

MINUTE NO. 24/056

DECISION

Cr Adams/Cr Andrews

That Council requests an update from the Department of State Growth on the matter and provides advice to the Committee.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr McCullagh and Cr Terrett



Voting Against the Motion:

Nil

Cr Goss returned to the meeting at 5.38pm at which time Council commenced with Item 9, Public Question Time.

Officer Recommendation:

That Council requests an update from the Department of State Growth on the matter and provides advice to the Committee.

Committee Recommendation:

LLDC request NMC revisit the earlier letter from the Minister for State Growth Michael Ferguson, regarding a bike path between Longford roundabout and Pateena Road, requesting an update, including a timeline for completion, of this missing link.

Officer Comment:

The Committee noted:

Discussion that the road bridges are extremely dangerous for bike riders and pedestrians. LLDC to approach Perth LDC to join forces and lobby for bike path together.

Council requests an update from State Growth on the matter and reports back to the Committees.



7.4 PERTH LOCAL DISTRICT COMMITTEE

At the ordinary meeting of the Perth Local District Committee held on 6 February 2024 the following motion/s were recorded for Council's consideration:

7.4.1 Playground Shade

Following Public Question time, Council proceeded with the Agenda as listed in the Table of Contents, commencing with Item 7.4.

MINUTE NO. 24/057

DECISION

Cr Archer/Cr Goss

That Council take no action.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

Officer Recommendation:

That Council take no action.

Committee Recommendation:

We request a review of the policy in relation to playgrounds located in Perth such as the Seccombe St Playground with a focus on shade making the equipment safe to Cancer Council standards, safe to touch and useable all year round.

Officer Comment:

The Committee have raised this matter on a number of occasions, an audit has been completed and the policy endorsed. It is recommended that no action be taken in regard to the Committees recommendation. Additional shade within the park is currently under construction.

7.4.2 Relocation Of Planter Boxes

MINUTE NO. 24/058

DECISION

Cr Andrews/Cr Adams

That the planter boxes remain in situ and form part of the overall design of the Main Street.

Advise the committee of Councils decision.

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss and Cr McCullagh

Voting Against the Motion:

Cr Terrett

Officer Recommendation:

That the planter boxes remain in situ and form part of the overall design of The Main Street.

Advise the committee of Councils decision.



Committee Recommendation:

We request that the council move the Local volunteers would like to see the planter boxes positioned at the Train Park for ease of care and accessibility of water.

Officer Comment:

Council officers have engaged with the volunteers who currently take care of the planter box gardens and the volunteers have expressed the desire for the planter boxes to remain in situ.

7.4.3 Mural Maintenance

MINUTE NO. 24/059

DECISION

Cr Goss/Deputy Mayor Lambert

That Council officers undertake a review of costs related to the installation and maintenance of murals.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

Officer Recommendation:

That Council officers undertake a review of costs related to the installation and maintenance of murals.

Committee Recommendation:

Could the council inform the committee what the strategy is for upkeep of the murals around Perth and for the creation of future art works, such as murals on blank walls.

Officer Comment:

The condition of murals is reviewed by Council officers with maintenance undertaken as required, and subject to resources.

It is recommended that Council officers undertake a review of the installation and maintenance costs for murals prior to consideration being given to the installation of any further murals.



7.5 BICYCLE ADVISORY COMMITTEE

At the ordinary meeting of the Bicycle Advisory Committee held on 6 December following motion/s were recorded for Council's consideration:

7.5.1 Longford Main Street #1

MINUTE NO. 24/060

DECISION

Deputy Mayor Lambert/Cr Andrews

That Officers report back to the Bicycle Advisory Committee detailing all the considerations Council took into account with the proposal.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

Officer Recommendation:

That Officers report back to the Bicycle Advisory Committee detailing all the considerations Council took into account with the proposal.

Committee Recommendation:

That the letter and accompanying information received from the Bicycle network be submitted to council for implementation in any planning & redesign of the Longford Main Street redevelopment.

Letter (email) from Bicycle Advisory Committee member and Bicycle Network Tasmania - attached

Officer Comment:

Please see below comments for each item raised in the letter attached:

- Kerb Extensions – They may well be old fashioned, they do however, provide traffic calming, reduce the distance for pedestrians to cross and provide an area for gardens/beatification/signage. The kerb extension gives both pedestrian and motorist increased awareness of each other as sight lines are unobscured. The photo attached in the letter shows a raised crossing (wombat crossing) incorporating a kerb extension, with or without the raised pavement, demonstrates how Local area traffic management devices (LATM) can accommodate vehicles, bicyclists, pedestrians and provide areas for plants and trees.
- Raised table crossing/Wombat crossing on side streets – They are a good option and provide safety for all, in conjunction with kerb extensions can increase the effectiveness also. These types of road treatments have their disadvantages with noise, stormwater, discomfort for vehicles, road marking congestion and affect commercial vehicle access. These treatments do not address the pedestrians crossing the main from either side.
- Cycling lanes next to the footpath – This is proven to be a safe option for cyclists, unfortunately this would decrease the proposed gardens/pedestrian standing area and the existing street trees would need to be removed.
- I believe the bike committee may need to reconsider where they want their main route through town – do they wish to continue to pursue the route down Wellington Street or choose another route with side street connections to Wellington Street? – The Committee endorsed all the town maps at its last meeting and included was the Longford Main Street. Members of the committee had different needs/wants and opinions but as Committee they were the chosen Routes.

In addition it should be noted that the safety of all road users is paramount and needs to be taken into consideration in any development proposal of this nature.



7.5.2 Longford Main Street #2

MINUTE NO. 24/061

DECISION

Deputy Mayor Lambert/Cr Adams

That the redesign is tabled at the next available Bicycle Advisory Committee meeting, Committee to move a motion for Councils consideration. If a Bicycle Advisory committee quorum is not met due to insufficient members that the Committees comments/discussion be include for Councils Consideration.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

Officer Recommendation:

That the redesign is tabled at the next available Bicycle Advisory Committee meeting, Committee to move a motion for Councils consideration. If a Bicycle Advisory committee quorum is not met due to insufficient members that the Committees comments/discussion be include for Councils Consideration.

Committee Recommendation:

That the bicycle Committee requires the redesign of any proposed bicycle treatment of the Longford Main Street be submitted to and approved by the bicycle committee prior to the final submission to council.

Officer Comment:

That the redesign is tabled at the next available Bicycle Advisory Committee meeting, Committee to move a motion for Councils consideration. If a Bicycle Advisory committee quorum is not met due to insufficient members that the Committees comments/discussion be include for Councils Consideration.



8 INFORMATION ITEMS

MINUTE NO. 24/062

DECISION

Deputy Mayor Lambert/Cr Adams

That the Open Council Information items be received.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

8.1 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
5 February 2024	<p>Council Workshop Presentations</p> <ul style="list-style-type: none"> Campbell Town Tourist Park Longford Railway Sesquicentenary Committee <p>Discussion included:</p> <ul style="list-style-type: none"> Sale of Campbell Town town hall Independent living units at Campbell Town and Evandale Local Community Strategies Longford Sports Centre Tree Management Policy Northern Midlands Health and Wellbeing/Community Resilient Building Program Ross Recreation Ground
19 February 2024	<p>Council Workshop Discussion:</p> <ul style="list-style-type: none"> Council Meeting Agenda items <p>Council Meeting</p>

8.2 MAYOR'S ACTIVITIES ATTENDED & PLANNED

Mayor's Activities Attended & Planned for the period 27 January to 14 February 2024 are as follows:

Date	Activity
29 January	Attended Council workshop and meeting
31 January	Attended meeting with developer re potential housing development
5 February	Attended meeting with Council's Executive, Longford
5 February	Attended Council workshop
7 February	Attended Northern Midlands Business Association, TRANSlink meeting with stakeholders
8 February	Attended LGAT's Future of Local Government Review feedback session for Mayors, Devonport
8 February	Attended launch of Evandale Village Fair
13 February	Participated in preparation of media promotion article on TRANSlink
13 February	Attended Local Recycling Committee meeting, Longford
14 February	Attended Northern Tasmania Development Corporation, members group meeting in Launceston
14 February	Attended TasWater briefing, Launceston
14 February	Attended Tasmanian Community Fund online meeting, Launceston



8.3 GENERAL MANAGER'S ACTIVITIES

General Manager's Activities Attended & Planned for the period 19 January to 12 February 2024 are as follows:

Meetings were attended either in-person, or via electronic means (on-line or via conference call).

Date	Activity
19 January	Met with ratepayer re business development proposal
24 January	Attended northern general manager's meeting
26 January	Attended NMC's Australia Day event at Longford's Village Green
29 January	Attended Community and Business Advisory Group Meeting, Launceston City Deal meeting
29 January	Attended Council Workshop and Meeting
30 January	Attended GLP Leadership group meeting
31 January	Met with developer re potential housing development
31 January	Attended Northern Tasmania Development Corporation board meeting
1 February	Met with Josh Willie MLC re childhood ed & after hours care
2 February	Met with ratepayer re property acquisition
5 February	Attended Council Workshop
6 February	Met with property developer
7 February	Attended TRANSlink Electricity Supply Meeting with stakeholders
7 February	Attended TEER SPC meeting
8 February	Attended LGAT's Future of Local Government Review feedback session for General Managers, Devonport

8.4 PETITIONS

PURPOSE OF REPORT

In accordance with the Vision, Mission and Values of Council as identified in the *Council's Strategic Plan 2021-2027* and the *Local Government Act 1993, S57-S60*, provision is made for Council to receive petitions tabled at the Council Meeting.

OFFICER'S COMMENT

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

Section 57. Petitions

[Section 57 Substituted by No. 8 of 2005, s. 46, Applied:01 Jul 2005]

- (1) A person may lodge a petition with a council by presenting it to a councillor or the general manager.
- (2) A person lodging a petition is to ensure that the petition contains –
 - (a) a clear and concise statement identifying the subject matter and the action requested; and
 - (b) in the case of a paper petition, a heading on each page indicating the subject matter; and
 - (c) in the case of a paper petition, a brief statement on each page of the subject matter and the action requested; and
 - (d) a statement specifying the number of signatories; and
 - (e) at the end of the petition –
 - (i) in the case of a paper petition, the full name, address and signature of the person lodging the petition; and
 - (ii) in the case of an electronic petition, the full name and address of the person lodging the petition and a statement by that person certifying that the statement of the subject matter and the action requested, as set out at the beginning of the petition, has not been changed.
- (3) In this section –
 - electronic petition** means a petition where the petition is created and circulated electronically and the signatories have added their details by electronic means;
 - paper petition** means a petition where the petition is created on paper which is then circulated and to which the signatories have added their details directly onto the paper;
 - petition** means a paper petition or electronic petition;
 - signatory** means –
 - (a) in the case of a paper petition, a person who has added his or her details to the paper petition and signed the petition; and
 - (b) in the case of an electronic petition, a person who has added his or her details to the electronic petition.

58. Tabling petition

- (1) A councillor who has been presented with a petition is to –
 - (a)



- (b) forward it to the general manager within 7 days after receiving it.
- (2) A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.
- (3) A petition is not to be tabled if –
 - (a) it does not comply with section 57 ; or
 - (b) it is defamatory; or
 - (c) any action it proposes is unlawful.
- (4) The general manager is to advise the lodger of a petition that is not tabled the reason for not tabling it within 21 days after lodgement.

PETITIONS

No petitions received.

ATTACHMENTS

Nil

8.5 CONFERENCES & SEMINARS: REPORT ON ATTENDANCE BY COUNCIL DELEGATES

A schedule of attendance by Councillors at Conferences and Seminars is currently being compiled.

8.6 132 & 337 CERTIFICATES ISSUED

In relation to the issue of 132 and 337 certificates, the following provisions of the *Local Government Act 1993*, Section 132 and Section 337, should be noted:

S132. Certificate of liabilities

- (1) A person referred to in [subsection \(2\)](#) may apply to the general manager for a certificate stating–
 - (a) the amount of any liability for rates, whether due or not on the land and outstanding interest or penalty payable in relation to the land;
 - (b) any amount received on account of rates that is held in credit against future liabilities for rates in relation to the land; and
 - (c) the amount of any charge on the land recoverable by the council.

S337. Council land information certificate

- (1) A person may apply in writing to the general manager for a certificate in respect of information relating to land specified and clearly identified in the application.
- (2) The general manager, on receipt of an application made in accordance with [subsection \(1\)](#) , is to issue a certificate in the prescribed form with answers to prescribed questions that are attached to the certificate.
- (3) A certificate under [subsection \(2\)](#) relates only to information that the council has on record as at the date of issue of the certificate.
- (4) A prescribed fee is payable in respect of the issue of a certificate.
- (5) The general manager, on request, may provide in or with the certificate any other information or document relating to the land that the general manager considers relevant.
- (6) A council does not incur any liability in respect of any information provided in good faith from sources external to the council.
- (7) A person, with the consent of the occupier or owner of specified land, may request in writing to the general manager that an inspection be carried out of that land to obtain supplementary information relevant to that land.
- (8) If the general manager agrees to a request under [subsection \(5\)](#) or [\(7\)](#) , the general manager may impose any reasonable charges and costs incurred.
- (9) In this section –
 - land** includes –
 - (a) any buildings and other structures permanently fixed to land; and
 - (b) land covered with water; and
 - (c) water covering land; and
 - (d) any estate, interest, easement, privilege or right in or over land.

	No. of Certificates Issued 2022/2023 year												Total 2023/2024 YTD	Total 2022/2023	Total 2021/2022
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June			
132	88	63	68	71	67	46	63						466	763	995
337	23	34	29	41	34	19	19						199	391	530



8.7 ANIMAL CONTROL

Prepared by: Maree Bricknell, Corporate Services Manager

Item	Income/Issues 2022/2023		Income/Issues for January 2024		Income/Issues year to date 2023/2024	
	No.	\$	No.	\$	No.	\$
Dogs Registered	4,229	\$108,313	68	\$2,266	3,961	\$104,371
Dogs Impounded	44	\$3,545			7	\$1,110
Euthanised	2				2	
Re-claimed	36				5	
Re-homed/Dogs Home	6					
New Kennel Applications	10	\$745	3	\$234	4	\$312
Renewed Kennel Licences	83	\$3,818			82	\$3,844
Infringement Notices (paid in full)	53	\$9,465	16	\$3,120	52	\$11,867
Legal Action						
Livestock Impounded						
TOTAL		\$125,886		\$5,620		\$121,504

Audits:

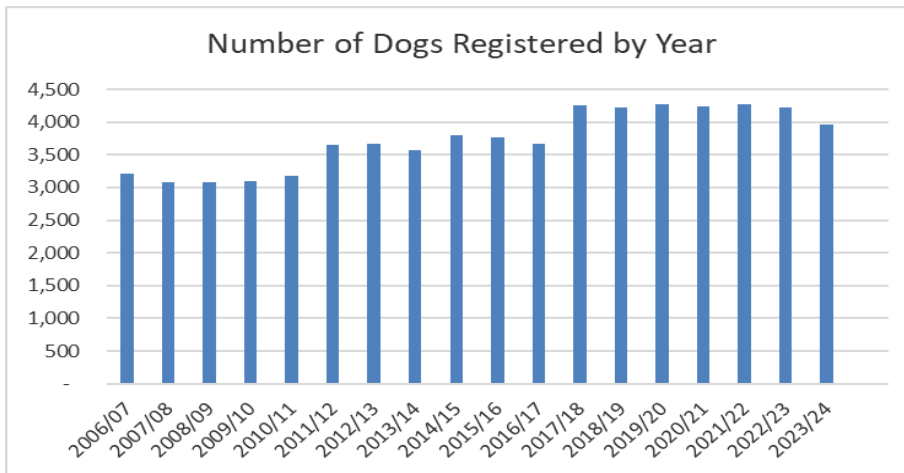
Ongoing including Dangerous Dogs, Kennel Licences, Fire Hazards.

Microchips:

0 dogs microchipped.

Attacks:

0 attack - 1 under investigation.



8.8 ENVIRONMENTAL HEALTH SERVICES

Prepared by: Kate Clark, Environmental Health Officer

Achieve improved levels of environmental and public health by ongoing monitoring, inspection, education and, where necessary, by applying corrective measures to comply with legislation.

Ensure safe standards of food offered for sale are maintained.

Investigations/ Licences Issued	Inspections/ 2020/2021	Prior Years	
		2021/2022	2022/2023
Notifiable Diseases	0	1	8
Inspection of Food Premises	67	170	133
Place of Assembly Approvals	1	14	9



Actions	2023/2024												
	YTD	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Routine Fixed Food Inspections	96/ 231	10	15	25	17	15	10	4					
Routine Mobile/Market stall Food Inspections	20	5	2	6	4	2	1	0					
Preliminary Site Visits – Licensed Premises	1	0	1	0	0	0	0	0					
On-site wastewater Assessments	34	4	5	4	3	5	6	7					
Complaints/Enquiries – All Types	499	67	75	72	68	73	69	75					
Place of Assembly approvals	5	0	0	1	1	1	1	1					
Notifiable Diseases	8	1	1	2	3	1	0	0					

All Food premises are due for at least one inspection from 1 July of each year. The number of inspections in the table above is the total number carried out since 1 July in each financial year.

Inspections are conducted according to a risk-based assessment and cover all aspects of food storage, handling and preparation.

A total of 35 criteria are assessed for either compliance, non-compliance or serious non-compliance.

The Tasmanian Department of Health has produced a legal framework, the Food Business Risk-Classification System (RCS), to classify food premises for registration and notification purposes under the *Food Act 2003*.

Actions, including follow-up inspections, are taken according to the outcome of inspections, the RCS can be used to prioritise the inspection of food businesses, with inspection frequency being increased for high risk classified food premises. In addition, poorly performing food premises would be inspected more frequently.

For those enquiring about opening a food business i.e. Home based food business, officers inspect the premises and after a risk assessment determine whether a food licence is to be issued.

The following is applicable regarding food business registrations:

- A Food Business Application is to be completed and lodged with Council each year (Financial) Sections 84 or 87 or 89 of the *Food Act*.
- Council conducts a desk top assessment of the application in accordance with the Food Business Risk Classification System issued by Tasmanian Department of Health. The assessment is based on the information provided by the applicant.
- Based on the Risk assessed an invoice is issued to the applicant.
- Upon receipt of payment Council issues a Certificate of Registration.
- Council conducts an inspection of the premises during their operation to ensure compliance with the *Food Act* and Regulations and the Food Standards Code. The business is also assessed in line with their Risk Classification.
- Further inspections may be required to ensure any non-compliance issued have been addressed.

On-site Wastewater Assessments are completed after receiving a system design report from a consultant which basically determines what type of sewage system is required (septic or AWTS) and the method of distributing the sewage effluent on site based on AS1547.

A place of assembly is required for any mass outdoor public event. This means an event with over 1000 people for 2 hours or more. It may be any performance, exhibition, circus, festival, food festival, pageant, regatta, sports event, dance or publicly advertised lecture.

Notifiable Disease investigations are carried out by Council's Environmental Health Officer at the request of the Department of Health. Investigations typically relate to cases of food borne illness. While some investigations are inconclusive others can be linked to other cases and outbreaks within Tasmania and across Australia. Under the Public Health Act 1997, investigations are confidential.

8.9 CUSTOMER REQUEST RECEIPTS

Operational Area	20/21	21/22	22/23	YTD 23/24	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Animal Control	35	26	28	21	4	3	4	3	2	5	3					
Building & Planning	17	77	52	20	9	6	2	1	1	1	3					
Community Services	26	54	44	32	5	2	4	1	7	13	7					
Corporate Services	13	48	23	18	2	5	4	-	2	5	2					
Governance	6	15	21	7	2	-	1	-	2	2	3					
Waste	1	12	11	4	-	4	-	-	-	-	1					
Works	352	368	352	204	31	27	28	50	52	16	25					



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

Date	Recipient	Purpose	Amount \$
18-Jul-23	Danielle Smith	Representation - International Netball Festival	\$100.00
18-Jul-23	Courtney Goss	Representation - International Netball Festival	\$100.00
18-Jul-23	Hunter McGee	Representation - Tas Thunder State Touch Football Team	\$100.00
18-Jul-23	Lucy Johnston	Representation - Tas Interschools Equestrian Team	\$100.00
23-Aug-23	Poppy Beaumont	Representation - Tas Touch Football Girls U14 Team	\$100.00
8-Nov-23	Ryan Sansom	Donation - Tasmanian Junior 8-ball Nationals - Jan 2024	\$100.00
8-Nov-23	Jordan Sansom	Donation - Tasmanian Junior 8-ball Nationals - Jan 2024	\$100.00
11-Oct-23	Perth Fire Brigade	Contribution towards Christmas Lolly Run 2023	\$100.00
11-Oct-23	Longford Fire Brigade	Contribution towards Christmas Lolly Run 2023	\$100.00
11-Oct-23	Campbell Town District High School	Contribution for end of year school presentation - Secondary	\$100.00
11-Oct-23	Campbell Town District High School	Contribution for end of year school presentation - Primary	\$50.00
11-Oct-23	Perth Primary School	Contribution for end of year school presentation	\$50.00
11-Oct-23	Longford Primary School	Contribution for end of year school presentation	\$50.00
11-Oct-23	Cressy District High School	Contribution for end of year school presentation - Secondary	\$100.00
11-Oct-23	Cressy District High School	Contribution for end of year school presentation - Primary	\$50.00
11-Oct-23	Evandale Primary School	Contribution for end of year school presentation	\$50.00
8-Nov-23	Helping Hand Association	Contribution	\$1,500.00
22-Nov-23	Longford Care-a-car	Contribution	\$1,000.00
22-Nov-23	Danielle Smith	Education Bursary - 2nd instalment	\$1,000.00
6-Dec-2023	Charlotte McLennan	Education Bursary - 2nd instalment	\$1,000.00
6-Dec-2023	Jessica Hutton	Education Bursary - 2nd instalment	\$1,000.00
6-Dec-2023	Riley Flood	Education Bursary - 2 nd instalment	\$1,000.00
17-Jan-2024	Dylan Copolov	Education Bursary - 1 st instalment	\$1,000.00
17-Jan-2024	Breeanna Farrell	Education Bursary - 1 st instalment	\$1,000.00
24-Dec-2024	Isacc Chapman	Education Bursary - 1 st instalment	\$1,000.00
		TOTAL	\$10,825.00

8.11 ACTION ITEMS: COUNCIL MINUTES

Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
11/12/2023	15.2	Conara Park Proposal	Completed	That no further action be taken in this matter.	Maree Bricknell	19/01/2024 Maree Bricknell Letter from State Growth to be further considered.
29/01/2024	7 1.2	CTDF - Main Street Upgrades	Completed	That Council notes the issues raised by the Campbell Town Forum whose members did not make written representation in accordance with section 57(5) of the Land Use and Planning Approvals Act 1993 during the advertised period in their capacity as private citizens. Committee to be notified of decision.	Gail Eacher	02/02/2024 Gail Eacher Advice provided to LDC.
29/01/2024	7 5.2	Devon Hills Neighbourhood Watch and Residents Management Committee - Recommendation 2	Completed	Please action as per resolution.	Victoria Veldhuizen	12/02/2024 Victoria Veldhuizen Advice provided to the Devon Hills Neighbourhood Watch and Residents Management Committee.
29/01/2024	7 5.1	Devon Hills Neighbourhood Watch and Residents Management Committee -	Completed	That no further action be taken on this motion and the Devon Hills Neighbourhood Watch and Residents Management Committee be advised of the	Victoria Veldhuizen	12/02/2024 Victoria Veldhuizen Advice provided to the Devon Hills Neighbourhood Watch and Residents Management



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
		Recommendation 1		reasons.		Committee.
11/12/2023	15.4	LATE ITEM: SES Request for Transfer of Ownership of Asset	Completed	That Council approve the transfer of the Campbell Town SES Unit F26 to the State Emergency Service (SES) subject to the following conditions: i) the Unit is loaned to Bruny Island SES service for a maximum period of 24 months; ii) the Unit is then located in the northern area and ownership is retained by the SES Northern Region.	Maree Bricknell	19/01/2024 Maree Bricknell SES in process of transferring ownership of old vehicle, and supplying new replacement vehicle.
29/01/2024	7 3.6	LLDC - Action Register	Completed	That Council note the request.	Gail Eachar	02/02/2024 Gail Eachar Advice provided to LDC.
29/01/2024	7 3.4	LLDC - Concerns Illawarra Road Safety North-West of Roundabout	Completed	That Council note the request of the Longford Local District Committee to further reduce the speed limit from the offramp at Perth, extended along Illawarra Road northwest to the Whitfield property, but that no further action be taken.	Gail Eachar	02/02/2024 Gail Eachar Advice provided to LDC.
29/01/2024	7 3.2	LLDC - Replacement of Vision Impaired Markers	Completed	That Council note the request which is an operational matter.	Gail Eachar	02/02/2024 Gail Eachar Advice provided to LDC.
29/01/2024	7 4.3	Main Street Planter Boxes	Completed	That Council note the request and the advice be provided to the Committee.	Gail Eachar	02/02/2024 Gail Eachar Advice provided to LDC.
11/12/2023	5 4.1	Notice of Motion: Community for Walkability - Evandale Report	Completed	That Council Officer's prepare a report on the notice of motion to be presented to a future Council Meeting in 2024, inclusive of cost estimates to review the Communities for Walkability - Evandale Report.	Fiona Dewar	24/01/2024 Gail Eachar Matter to be progressed.
11/12/2023	15.3	Old Bridge Road Reserve Transfer Proposal	Completed	That Council accept the ownership and control of the State Growth land known as rear gardens of residential properties along the southern side of Old Bridge Road at Perth.	Maree Bricknell	19/01/2024 Maree Bricknell Awaiting formal process to transfer land to Council.
29/01/2024	14.2	Proposed Public Shower Facilities in the Northern Midlands	Completed	That Council 1) Determine to progress the provision of public shower facilities in the Northern Midlands. ... 3) Determine to commit funding immediately to the construction of a public shower facility at the memorial hall, Longford, in discussion with Helping Hand. ...	Trent Atkinson	07/02/2024 Trent Atkinson Additional works have been progressed. These works will be undertaken in conjunction with the upgrade of the toilets as part of the Memorial Hall Project.
29/01/2024	7 4.2	Shade Over Playground Equipment	Completed	That Council note the recommendation.	Gail Eachar	02/02/2024 Gail Eachar Advice provided to LDC.
29/01/2024	14.1	The Future of Local Government Review: Final Report - Submission	Completed	That Council: a) notes the report; b) maintains that its preferred position is for the Northern Midlands Council to remain in its current form and does not agree to voluntary boundary	Victoria Veldhuizen	12/02/2024 Victoria Veldhuizen Submission provided to the Minister for Local Government on 1 February 2024.



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
				adjustments/amalgamations; c) endorses the attached submission to the Department of Premier and Cabinet - Local Government Reform and authorises the General Manager to provide the submission on Council's behalf.		
29/01/2024	7 4.5	Truck Parking	Completed	That Council note the recommendation and take no further action.	Gail Eacher	02/02/2024 Gail Eacher Advice provided to LDC.
29/01/2024	8.0.2	Resolution for Information Items	Completed	That Council write to the Minister and request an update on the Longford Heritage Corner (Sticky Beaks, Marlborough & Wellington Streets intersection) matter and as to why the correspondence on the matter has stalled and request a timeline.	Des Jennings	13/02/2024 Gail Eacher Letter sent.
26/06/2023	5 3.2	Notice of Motion: Infrastructure Contribution	Completed	1) That Council advocates for the introduction of a consistent state-wide approach to developer contribution charges to ensure that the burden of public infrastructure provision is shared equitably between the council, developers and communities. 2) That Council writes to the Minister for Planning, Shadow Minister for Planning and local members of the Parliament seeking a contemporary, best practice infrastructure contributions framework be integrated into the Land Use Planning and Approvals Act 1993.	Erin Miles	12/07/2023 Gail Eacher Letter to be drafted. 12/02/2024 Gail Eacher Letters sent 8 December 2023.
21/08/2023	13.3	Local Government Association of Tasmania (LGAT): Motions for the November 2023 General Meeting	Completed	list the following matter for consideration at the Local Government Association of Tasmania (LGAT) General Meeting to be held on 1 November 2023 i) Rate equivalent payments applied to electricity generators, storage plant and equipment ii) flood mapping iii) Council powers to act on derelict and contaminated sites iv) Statewide tyre recycling	Kallun Willock, Victoria Veldhuizen	11/09/2023 Gail Eacher Advice received that LGAT Agenda for November meeting closed. Motion to be prepared for the first meeting in 2024. 17/01/2024 Victoria Veldhuizen Motion to LGAT March 2024 General Meeting being prepared. 12/02/2024 Victoria Veldhuizen Motion prepared and submitted to LGAT for March 2024 meeting.
29/01/2024	7 3.3	LLDC - Project Allocation for Funds of \$2,500 in Lieu of Secretarial Support for LLDC in 2023	Completed	That Council note the request of the Longford Local District Committee which is an operational matter as per the District Committees Memorandum of Understanding.	Gail Eacher, Maree Bricknell	02/02/2024 Gail Eacher Advice provided to LDC.
21/08/2023	13.3	Local Government Association of	Completed	list the following matter for consideration at the Local	Jonathan Galbraith,	11/09/2023 Gail Eacher Advice received that LGAT



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
		Tasmania (LGAT): Motions for the November 2023 General Meeting		Government Association of Tasmania (LGAT) General Meeting to be held on 1 November 2023 iv) Statewide tyre recycling.	Kallun Willcock, Victoria Veldhuizen	Agenda for November meeting closed. Motion to be prepared for the first meeting in 2024. 17/01/2024 Victoria Veldhuizen Motion to LGAT March 2024 General Meeting submitted.
26/06/2023	5 3.1	Notice of Motion: Conara Park - 24 Hour Toilet	Completed	That Council write to State Growth raising concerns the current state of the parking area and about people defecating in Conara Park near the Midlands Highway; and seek consent from State Growth to allow Council to develop a concept plan for the park, including the construction of a toilet; and that a further report be brought back to Council on the Conara Park Concept Plan.	Des Jennings	12/07/2023 Gail Eacher Letter to be drafted, master plan to be workshopped. 04/08/2023 Gail Eacher Letter sent. 07/09/2023 Gail Eacher Matter to be workshopped following advice received from DSG. The department is supportive of Council's proposal, however given the department has already, at Council's request, provided funding to Council for improvements to the facilities at Valentines Park in Campbell Town as an alternative to Conara Park, it is not appropriate for the department to contribute further funds. Also noted that the property forms part of the department's conservation management program and that only previously disturbed areas of the park will be considered for development (or redevelopment). The department is willing to support Council in leasing the Conara Park area, as well as contributing to rationalising the Conara Park area, including arranging for the removal of any surplus infrastructure to ensure the area is fit for purpose. 14/02/2024 Gail Eacher Decision of Council at 11/12/2023 Council meeting as follows: That Council accept the ownership and control of the State Growth land known as Conara Park for community purposes and consider an improvement plan in future budget deliberations.
26/06/2023	5 3.2	Notice of Motion: Infrastructure Contribution	In progress	3) That Council conduct a review of its development contribution policy to better address key	Erin Miles, Paul Godier	06/07/2023 Erin Miles Council officers are currently undertaking a review of the



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
				infrastructure.		Public Open Space Contribution Policy and will present the proposed amendments to the policy for Council endorsement, at a future meeting. Council does not have any other kind of Development Contribution Policy. 14/02/2023 Gail Eachers Report to Council.
20/11/2023	16	Overhanging Trees: Hedge at Macquarie Street, Evandale	Completed	That Council - install a mirror at the driveway and the intersection, and a pedestrian outstand be constructed at the Owners expense; and - the owners to continue with bi-annual trimming of the hedge, with the trimming to be reported and permission sought prior to works being undertaken.	Leigh McCullagh	04/12/2023 Gail Eachers Letter to be sent. 14/02/2024 Gail Eachers Property owners have agreed to the works and associated costs.
29/01/2024	14.2	Proposed Public Shower Facilities in the Northern Midlands	Completed	That Council ... 2) Determine to continue to lobby the state government for the transfer of the former Longford Police Station to Council for repurposing as a Community House with shower and laundry facilities, and funds to enable the employment of a House Coordinator (given that the demand for homelessness services is driven by the state's housing crisis). ...	Des Jennings	14/02/2024 Gail Eachers Letter sent to the Minister.
29/01/2024	14.3	Australian Local Government Association (ALGA) - 2024 General Assembly of Local Government: Call for Motions and Conference Attendance	In progress	That Council ...c) submit the following motions for consideration at the ALGA conference: i) that the Federal Government provide financial support to councils, such as grant programmes, low or no interest loans, to expedite projects in renewables and energy efficient projects. ii) that funding be increased to mitigate the effects of climate change and betterment of asset replacement.	Kallun Willock, Victoria Veldhuizen	12/02/2024 Victoria Veldhuizen Motions being prepared. Due for submission 29 March 2024.
18/09/2023	13.7	Campbell Town Swimming Pool	In progress	That Council hold a community meeting to discuss or seek interest to formulate a new Campbell Town Swimming Pool Management Committee.	Des Jennings, Gail Eachers	24/01/2024 Gail Eachers Awaiting completion of review.
18/09/2023	13.7	Campbell Town Swimming Pool	In progress	That Council review the opening hours and guaranteed hours for lifeguards after 1 month of operation of the Campbell Town Pool 2023/2024 season.	Leslie Hall	23/01/2024 Leslie Hall Currently no issues with Campbell Town Lifeguard staffing with current hours of operation.
21/08/2023	7 1.2	CTDF Recommendation: Community Notice	In progress	That Council investigate options and costs of the construction and installation of a community	Leigh McCullagh	28/09/2023 Gail Eachers Works Manager to attend CTDF meeting on 3 October



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
		Board - 1 August 2023		notice board at Valentines Park, in Campbell Town.		to discuss further with Committee. 04/12/2023 Gail Eachar Location to be identified.
21/08/2023	7 3.2	EAC Recommendation: Speed Zones Around the Leighlands Road and High Street Intersection - 1 August 2023	In progress	That Council notes the concerns of the Evandale Advisory Committee and writes to the Department of State Growth in support of the speed zone changes requested.	Jonathan Galbraith, Leigh McCullagh	28/09/2023 Gail Eachar Matter being progressed with DSG. 06/10/2023 Jonathan Galbraith Council officers have written to the Traffic Engineering Branch at the Department of State Growth, awaiting response. 13/11/2023 Jonathan Galbraith No response received to date. 01/12/2023 Jonathan Galbraith Awaiting response from the Department of State Growth 1/12/23
21/08/2023	7 4.3	LLDC Recommendation: Mill Dam - 5 July 2023	In progress	That Council receive a report regarding the Mill Dam reserve area and future ownership thereof.	Victoria Veldhuizen	12/09/2023 Gail Eachar Meeting set for discussion on master plan for the precinct. 11/10/2023 Gail Eachar Design requested, plan awaited. 14/02/2023 Gail Eachar Plan received. To be listed for Council Workshop.
26/06/2023	13.1	Local Community Strategies Consultation Report	In progress	That Council a) accept in-principle the Local Community Strategies Consultation Report, b) not request further community consultation regarding the five community strategies, and c) request the five draft community be revised in light of the recommendations made in the Consultation Report, and the revised strategies be tabled at the August 2023 Council Meeting. d) Revise/implement recommendations as follows: communication strategy (in order of preference) 11, 8, 10, 9. and workshop the strategies.	Des Jennings, Lorraine Green	06/07/2023 Lorraine Green The strategies are being reviewed in light of the recommendations made in the Consultation Report. 14/02/2024 Gail Eachar Strategies listed and reviewed at the 5 February 2024 Council Workshop. Report to March 2024 Council meeting.
20/11/2023	7 2.2	Longford Promotional Signs Welcome to Longford	In progress	That Council notes the LLDC request and refers the matter to the appropriate officer.	Fiona Dewar, Jonathan Galbraith	05/12/2023 Gail Eachar Investigation to commence early 2024.
29/01/2024	5 3.2	Motion on Notice: Strategic Property Committee	In progress	That Council Officer's prepare a report on the notice of motion to be presented to a future Council Meeting.	Kallun Willock, Victoria Veldhuizen	31/01/2024 Victoria Veldhuizen Report is being prepared, to be presented to a future Council meeting.
11/12/2023	5 4.1	Notice of Motion: Community for Walkability - Evandale Report	In progress	That Council Officer's prepare a report on the notice of motion to be presented to a future Council Meeting in 2024, inclusive of cost estimates to review the Communities for Walkability -	Fiona Dewar	24/01/2024 Gail Eachar Matter to be progressed.



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
				Evandale Report.		
20/11/2023	5 3.2	Notice of Motion: Workforce Planning Strategy	In progress	That the matter of preparing a Workforce Planning Strategy be listed for the 2024/2025 Budget deliberations.	Leslie Hall, Maree Bricknell	29/11/2023 Leslie Hall Quotes being sourced from consultants. 14/02/2023 Gail Eacher Officer preparing Workforce Plan.
11/12/2023	7 2.1	Other Committee - Longford Railway Sesquicentenary Committee Funding Request	In progress	That a) the Longford Railway Sesquicentenary Committee including TasRail representatives, be invited to present to the February 2024 Council at a workshop presentation to include costings and updated quotes; and b) Subject to the outcome of the Council workshop, a further report to Council be provided inclusive of funding options, for consideration.	Gail Eacher,	15/12/2023 Gail Eacher Invitation sent to Committee to attend the 5 February 2024 Council workshop. 14/02/2024 Gail Eacher Report to be prepared for March Council meeting.
20/11/2023	16.2	Preferred Contractors Register for Civil Works	In progress	That Council implement a Preferred Contractor Register for civil works in Council's road reserves.	Jonathan Galbraith	01/12/2023 Jonathan Galbraith Council Officers have commenced developing the procedures required for this register
20/03/2023	16.1	Sticky Beaks Cafe Corner (cnr Wellington and Marlborough Streets): Upgrades and Safety	In progress	That the JMG report Option Two (steel bollards) be revisited and that a time-line be put in place to implement this recommendation should that be an approved solution. Further that a report be undertaken to develop a detailed analysis for the intersection and the traffic flows in the centre of Longford.	Des Jennings, Jonathan Galbraith, Leigh McCullagh	23/03/2023 Gail Eacher Meeting arranged with Garry Hills, Dept. of State Growth. 17/04/2023 Jonathan Galbraith Council officers met with Garry Hills on March 30, 2023. The Department of State Growth has agreed to do engage a consultant to carry out an independent traffic study of the intersection. Awaiting further information from the Department of State Growth. 04/05/2023 Jonathan Galbraith Garry Hills from the Department of State Growth has advised that they are in the process of organising and independent report on the safety of the intersection 15/06/2023 Gail Eacher Further contact made with DSG, requested that a timeline be provided for provision of the independent traffic study for Sticky Beaks Corner. 11/07/2023 Gail Eacher Subject to available funding, DSG have advised they have an in-principle agreement in place to review the works. 10/08/2023 Jonathan Galbraith Council officers



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
						have requested an update on when this project will commence from the Department of State Growth and are still awaiting a response 28/09/2023 Gail Eacher Further correspondence sent to General Manager of State Roads requesting update and timeline for review. 26/10/2023 Jonathan Galbraith Awaiting response from Department of State Growth 13/11/2023 Jonathan Galbraith Awaiting response from State Growth 01/12/2023 Jonathan Galbraith Awaiting response from Department of State Growth 1/12/23. 14/02/2024 Gail Eacher Letter sent to Minister.
29/01/2024	5 3.3	Motion on Notice: Heritage Committee	In progress	That Council Officer's prepare a report with a view to forming a Special Committee under section 24 of the Local Government Act to establish a Heritage Committee.	Kallun Willock, Victoria Veldhuizen	12/02/2024 Victoria Veldhuizen Report to be presented to March 2024 meeting.
20/11/2023	5 3.3	Notice of Motion: Longford Town Hall Committee	In progress	That Council Officer's prepare a report on the notice of motion to be presented to a future Council Meeting.	Victoria Veldhuizen	24/01/2024 Gail Eacher Matter to be progressed. 12/02/2024 Victoria Veldhuizen Report to be presented to March 2024 Council meeting.
29/01/2024	14.3	Australian Local Government Association (ALGA) - 2024 General Assembly of Local Government: Call for Motions and Conference Attendance	In progress	That a) Council note the report and the provision within the policy for Mayor Mary Knowles, and Deputy Mayor Lambert to attend the 2024 National General Assembly of Local Government to be held in Canberra from 2 to 4 July 2024; b) the General Manager will also attend the 2024 National General Assembly of Local Government to be held in Canberra from 2 to 4 July 2024.	Gail Eacher	12/04/2024 Gail Eacher Bookings to be progressed.
29/01/2024	14.2	Proposed Public Shower Facilities in the Northern Midlands	In progress	That Council ... 4) And investigate the creation of a mobile shower and laundry facility, similar to Gran's van, for use throughout the municipality and/or determine whether existing facilities could service the needs in other areas of the municipality. 5) Further report to Council.	Leigh McCullagh, Trent Atkinson	12/04/2024 Gail Eacher Report to be prepared.
20/11/2023	7 3.5	Provision of Public Shower Facility at Charles Berryman	In progress	That the future provision of public shower facilities at the Charles Berryman Reserve in	Lorraine Green, Trent Atkinson	14/02/2024 Gail Eacher Report to be prepared in conjunction with 14.2 (facility



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
		Reserve		Perth be considered as part of the investigation currently underway; advice to be provided to the Committee.		for the Northern Midlands)
29/01/2024	7 4.4	Train Park	In progress	That the Train Park (Lions Train Park) be promoted as an historical park focussing largely on the history of trains in Perth and that interpretive panels be consistent with other historical signs in Perth. That the matter be investigated.	Gail Eacher	14/02/2024 Gail Eacher Report to be prepared.

8.12 RESOURCE SHARING SUMMARY: 01 JULY 2023 TO 30 JUNE 2024

Resource Sharing Summary 1/7/23 to 30/6/24 As at 31/1/2024	Units Billed	Amount Billed GST Exclusive \$
Meander Valley Council		
Service Provided by NMC to MVC		
Street Sweeping Plant Operator Wages and Oncosts	196	12,207
Street Sweeper - Plant Hire Hours	196	13,459
Total Services Provided by NMC to Meander Valley Council		25,666
Service Provided by Meander Valley Council to NMC		
Wages and Oncosts		
Plumbing Inspector Services	-	-
Engineering Services	-	-
Total Service Provided by MVC to NMC		-
Net Income Flow	196	25,666
Total Net		25,666
Private Works and Council Funded Works for External Organisations	Hours	Amount \$
Works Department Private Works Carried Out	214	11,971
	214	11,971

8.13 VANDALISM

Prepared by: Jonathan Galbraith, Engineering Officer

Incident	Location	Feb 2024	Estimated Cost of Damages	
			Total 2023/24	Total 2022/23
Deliberate flooding of toilets at Valentine Park	Campbell Town	\$ 300		
Broken toilet roller holders at Valentine Park	Campbell Town	\$ 300		
Damaged retaining wall at recreation ground	Cressy	\$ 400		
TOTAL COST VANDALISM		\$ 1,000	\$ 13,900	\$ 18,600



8.14 YOUTH PROGRAM UPDATE

Prepared by: *Natalie Dell, Youth Officer*

Reclink - Perth

Council fund Reclink- Perth activities in the Northern Midlands. The program is currently being facilitated in Perth on Thursdays during school terms. Attendance numbers for the Perth program in January as follows:

Session Venue	Date of Session	Attendance	Comment
Perth			
			No sessions held in School Holidays

Free2B Girls Program

Free2b Girls Longford numbers have had a significant increase and currently at maximum attendance numbers. The group has received a donation for the ongoing support of a Program Facilitator for an initial period of 12 months from Longford Rotary and JBS Australia.

Free2b Girls Campbell Town will continue thanks to Thrive Womens Grants supporting the Program Facilitator.

Attendance for the month of January as follows:

Session Venue	Date of Session	Attendance	Comment
Campbell Town			
			No sessions held in School Holidays
Longford			
			No sessions held in School Holidays

PCYC- Program

Council fund PCYC activities in the Northern Midlands. The program is currently being facilitated in Perth on Thursdays during school terms. Attendance numbers for the Perth program in January as follows:

Session Venue	Date of Session	Attendance	Comment
Perth			
			No sessions held in School holidays
Evandale			
			No sessions held in School Holidays

Meetings

Natalie Dell represents Council on the Northern Youth Coordinating Committee and the Northern Midlands Interagency Meetings.

Breakfast Club- Cressy: The program will continue in 2024.

Breakfast Club- Campbell Town: Youth Officer worked with students in Term 4 to develop the Schools Breakfast Club program. Thanks to funding from Longford Rotary Club, this will continue in 2024.

SPARK: Program aim: To help foster leadership and support youth focused initiatives in Schools. School Representative Councils (SRC) can apply for funding of projects (up to \$300/year) to be held in their schools. Supporting education and employment opportunities for young people.

Leadership sessions: Youth Officer has been working with Student Leaders at Cressy District High School running workshops focusing on leadership development. Sessions will continue throughout 2024.



8.15 INTEGRATED PRIORITY PROJECTS & STRATEGIC PLANS UPDATE

Prepared by: Maree Bricknell, Corporate Services Manager & Lorraine Green, Project Officer

CURRENT AT 12 FEBRUARY 2024

Progress Report:

 Not Started (obstacles)

 On Hold

 On Track

 Completed

INTEGRATED PRIORITY PROJECTS PLAN:

Project	Status	Budget 2023-24	\$	Scheduled	
1 Progress: Economic health and wealth - grow and prosper					
<i>Foundation Projects</i>					
4.1 <i>Main Street Upgrades: Campbell Town, Longford & Perth</i>	Gov	Campbell Town 2022 Election Commitment secured through the Priority Community Infrastructure Program (PCIP) DA approved.	Budget allocation 2023-24 plus contribution from \$8m Federal Govt Election Commitment 2022.	2,450,000	Finalising tender documentation, Awaiting State Growth Permit
	Gov	Longford DA submitted.	Budget allocation 2023-24 from Federal Govt Election Commitment 2019.	1,793,628	DA not approved at November Funds have been reallocated to a shared pathway to Mill Dam
	C&D	Perth 2022 Election Commitment secured through the PCIP DA approved.	Contribution from \$8m Federal Govt Election Commitment 2022.	1,641,000	Finalising tender documentation. Stormwater Stage, 60% Complete
4.1 <i>Longford Memorial Hall Upgrade</i>	Gov	Work progressing: milestone report to activate second grant instalment submitted	Federal Govt Election Commitment 2019; Local Roads and Community Infrastructure allocation confirmed	3,109,479	Completion anticipated first quarter 2024
4.4 <i>TRANSLink Intermodal Facility</i>	Gov	Included in NMC Priority Projects document. Business Case and application submitted 20 November 2023 to secure the 2022 Election Commitment. . Approved by NTDC as a Northern Tas Priority Project.	Federal Election commitment of \$5m for planning stage. No Council funded Budget allocation 2023-24. Further \$30m commitment subject to planning stage.	5,000,000	Business Case for the first \$5 million submitted. Further information requested and provided.
<i>Enabling Projects</i>					
5.1 <i>Perth Sports Precinct & Community Centre</i>	Gov	Concept master plan developed October 2020. Included in NMC Priority Projects document.	Valuation received. No budget allocation 2023-24 staff resources only.		Nominated as a Project of Regional Priority
5.1 <i>Ben Lomond Public Shelter Development</i>	Gov	Feasibility Study: Investment in Ben Lomond Ski Field Northern Tasmania Included in NMC Priority Projects document. Govt has completed new public shelter. Government has committed to development of a master plan.	No allocation 2023-2024, staff resources only to support grant funding applications.		Not scheduled at this stage.
5.3 <i>Campbell Town – Town Hall Sale or Lease</i>	Gov	Agent appointed – all offers to be presented to Council.			Council to rezone property. Consider offers as presented.
5.3 <i>Longford Library & exhibition Building on the Village Green</i>	Gov	Longford Motor Sport Museum Included in NMC Priority Projects document.	No budget allocation staff resources only.		Not scheduled. Motorama event moving from Woolmers to



Project		Status	Budget 2023-24	\$	Scheduled
					Symmons Plains Race Track.
5.3	Power Undergrounding in Evandale, Longford & Perth	Works	Awaiting funding streams to come available. Included in NMC Priority Projects document.	No budget allocation staff resources only.	Not scheduled at this stage.
5.4	Subdivisions (several – Cressy, Evandale, Longford & Perth)	C&D	Council to identify opportunities to provide infrastructure and secure funding. Included in NMC Priority Projects document.	Drainage easement secured at Evandale. Detention basin secured at TRANSlink.	Detention works not scheduled at this stage.
2 People: Cultural and society – a vibrant future that respects the past					
Enabling Projects					
5.1	Recreation Ground Upgrades)	Gov	Campbell Town, Evandale and Cressy NMC Priority Projects document. Funding to be sought for oval upgrades.		Not scheduled at this stage.
		Gov	Cressy Recreation Ground Cricket Australia & State Govt funding secured towards the upgrade of the practice facility, car park and dump point.	Budget allocation in 2023-24 Budget 115,000	Completed.
			Perth Recreation Ground Amenities, topdressing, cricket net upgrade.	Cricket Australia grant of \$30,000 secured towards cricket nets upgrade. 135,000	Completed.
			Longford Recreation Ground Irrigation system install and preparation for 2 nd ground.	255,000	Completed.
5.1	Swimming Pool Upgrades (several)	Gov	Covering of Campbell Town & Cressy Swimming Pools Included in NMC Priority Projects document. Cressy: Solar system replacement	No allocation 2023-24 staff resources only. Allocation 2023-24 50,000	Not scheduled at this stage.
		Gov	Ross: Pool operation to continue (as per the current funding model) whilst structurally/operationally safe to do so.	Budget allocation 2023-24 towards WHS issues.	Completed prior to season opening.
5.2	Shared Pathways	Gov	Applications submitted to Growing Regions Program and Better Active Transport Tas program. Included in NMC Priority Projects document. Hobart Road shared pathway submitted to NTDC as a Northern Tas Priority Project.	Funding secured through the Better Active Transport Tas grant program: Growing Regions Program Expression of Interest successful – full application submitted December 2023.	Design stage. Nominated as A Project of Regional Priority .
4 Place: Nurture our heritage environment					
Foundation Projects					
4.2	Perth South Esk River Parklands	Gov	Building Better Regions Fund grant secured towards the extension of the walkway, installation of footbridge and BBQ. Included in NMC Priority Projects document.	Footbridge and pathways completed. Acquittal report approved by funding body.	Completed.
4.3	Sheepwash Creek Corridor & Open Space	Gov	Grants secured for major new/ improved infrastructure. Included in NMC Priority Projects document.	Commonwealth Government Disaster Ready funding successfully sought.	Scheduled.
4.5	Municipal Tree		Annual program being implemented.	Budget allocation 2023-2024. 100,000	Ongoing.



Project	Status	Budget 2023-24	\$	Scheduled
Planting Program	Included in NMC Priority Projects document.			
Enabling Projects				
5.1 Conara Park Upgrade	Gov Concept prepared: awaiting funding opportunities. Included in NMC Priority Projects document.	No budget allocation staff resources only. Renegotiating with State Growth.		Not scheduled at this stage.
5.3 Redevelop Bartholomew Park Cressy	Gov Liaising with Local District Committee to establish/prepare plans for upgrade.	Budget allocation 2023/2024.	\$100,000	During 2023/24.

- Open Spaces and Active Infrastructure Grants Programs: soccer field and half-basketball courts – Grant funding applications submitted. Open Spaces funding secured for 4 half basketball courts and a playground
- Laycock Street Park LRCI funding allocation approved – scheduled in 2023/24 budget period
- Ross Men’s Shed Extension: Grant Agreement signed.
- Napoleon Street Park – awaiting subdivision works.
- Longford Community/Neighbourhood House – lobbying State Government.
- Longford Caravan Park Amenities – under construction.
- Seccombe Street Reserve Raised Pavement Platform – Vulnerable Road User grant of \$50,000 secured – work scheduled in 2023/24 budget period.

8.16 TOURISM & EVENTS AND HERITAGE HIGHWAY TOURISM REGION ASSOCIATION (HHTRA) UPDATE

Prepared by: *Fiona Dewar, Tourism and Events Officer*

Tourism update:

- Events:
 - Along with the team at Council, organise and present the Northern Midlands Council’s Australia Day event in Longford, including community volunteer citizen awards and recognition, along with a Citizenship Ceremony. Council supplied a free community barbeque breakfast, engaging Longford Fishing Club to undertake the cooking. Attended by approximately 100 community members, and has received enthusiastic feedback.
 - Liaise with event organisers re planning and information required, assist those seeking funding and in-kind support. Provide assistance to event organisers to fulfil Council compliance requirements.
 - Update and distribute “What’s On” events list.
 - Update NMC website calendar.
 - Council recognises that events add vibrancy and vitality to our municipality. The benefits to our local businesses and extended community are evident when we hear anecdotal reports. One example: the annual Australian Jazz Convention was held in Longford from 26 – 31 December 2023. One local eatery advised they did their best week ever in 18 years of trading.
- Northern Midlands Visitor Centres Group:
 - Disseminate information from TVIN.
 - Disseminate updates from emergency alert agencies, Government agencies, etc.

HHTRA update:

- Ongoing marketing activities include website blog posts and social media.
- Administrative tasks.
- Progressing workshop activities aimed at marketing the region as a must-see destination, with the assistance of key industry advisors, including the CEO of Brand Tasmania, CEO of Destination Southern Tasmania, and the CEO of Visit Northern Tasmania.



9 PUBLIC QUESTIONS AND STATEMENTS

PUBLIC QUESTIONS AND STATEMENTS

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

Public question time is to commence at approximately 5:30pm 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 submission speaker is limited to a maximum of 3 minutes.

PUBLIC QUESTIONS

No questions were forthcoming from the gallery.

10 COUNCIL ACTING AS A PLANNING AUTHORITY

No Planning reports are included in this Council meeting agenda for Council's consideration.

11 PLANNING REPORTS

No Planning reports are included in this Council meeting agenda for Council's consideration.



13 COMMUNITY & DEVELOPMENT REPORTS

13.1 DEVELOPMENT SERVICES: MONTHLY REPORT

Responsible Officer: *Des Jennings, General Manager*

MINUTE NO. 24/063

DECISION

Cr Adams/Cr Andrews

That the report be noted.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

RECOMMENDATION

That the report be noted.

1 PURPOSE OF REPORT

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

2 DEVELOPMENT SERVICES REPORTING

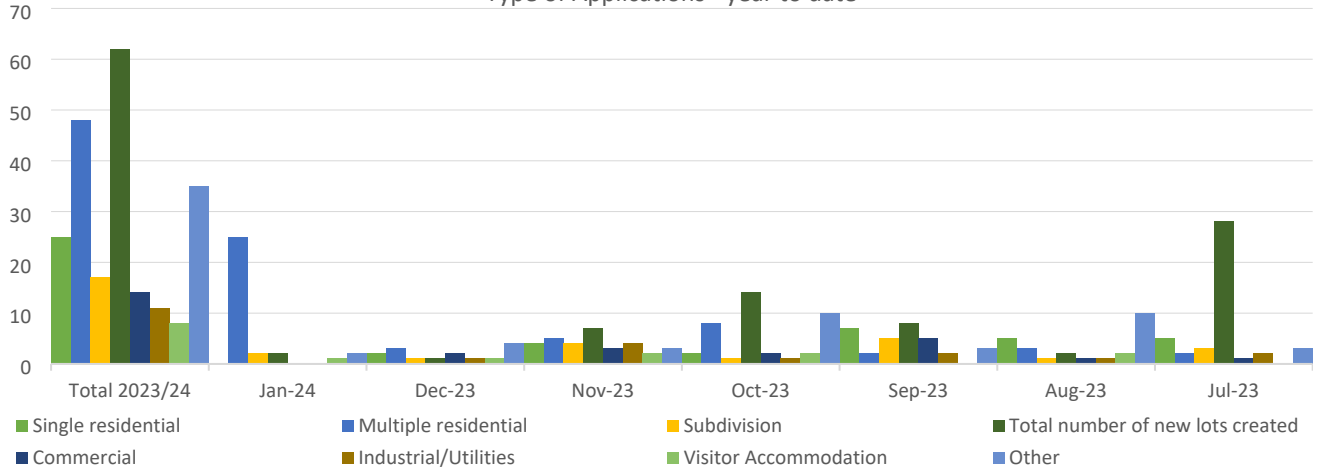
2.1 Planning Decisions

	2021/20 22	2022/ 2023	Total YTD	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Number of valid applications	254	195	70	16	13	11	12	7	3	8					
Applications on STOP for further information				66	62	53	59	31	30	50					
Single residential	36	48	25	5	5	7	2	4	2	0					
Multiple residential	92	31	48	2	3	2	8	5	3	25					
Subdivision	37	34	17	3	1	5	1	4	1	2					
Total number of new lots created	91	203	62	28	2	8	14	7	1	2					
Commercial	37	27	14	1	1	5	2	3	2	0					
Industrial/Utilities	30	12	11	2	1	2	1	4	1	0					
Visitor Accommodation	10	8	8	0	2	0	2	2	1	1					
Total permitted	0	1	0	0	0	0	0	0	0	0					
Total discretionary	10	7	8	0	2	0	2	2	1	1					
Other (includes all residential development on existing dwellings [alterations/ additions, sheds, solar, fences, pools etc.])	99	85	35	3	10	3	10	3	4	2					
Total No. Applications Approved:	273	228	121	13	21	23	21	22	11	10					
Total Permitted:	36	33	9	1	0	2	3	0	1	2					
Average Days for Permitted	17.25	11	19	22	-	13	11		5	27					
Days allowed for approval by LUPAA	28	28	28	28	28	28	28	28	28	28					
Total Exempt under IPS:	84	83	62	23	2	4	16	7	4	6					
Total Refused:	16	5	4	1	0	0	1	1	0	1					
Total Discretionary:	239	198	112	12	21	21	18	22	10	8					
Average Days for Discretionary:	37.33	33.3	33	32	30	32	32	35	28	41					
Days allowed for approval	42	42	42	42	42	42	42	42	42	42					

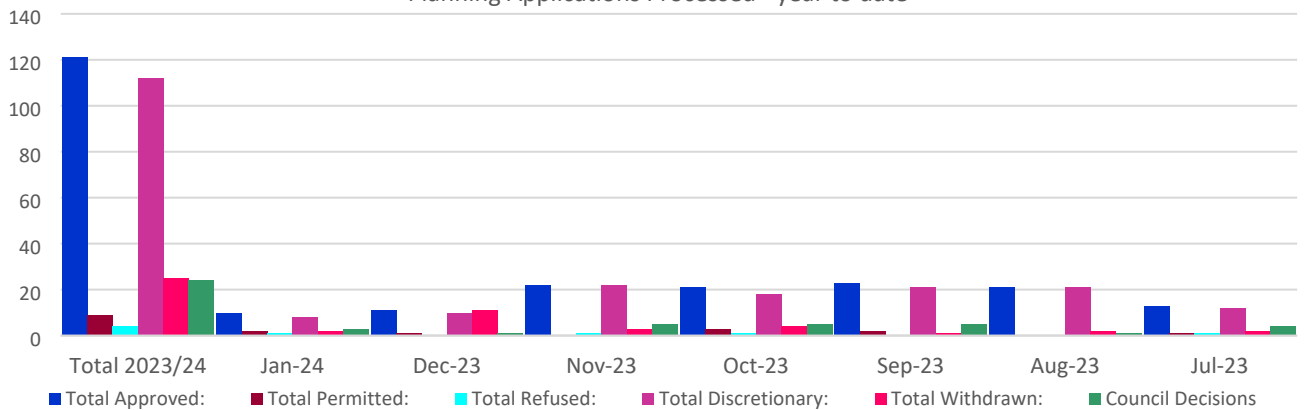


	2021/20 22	2022/ 2023	Total YTD	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
under LUPAA:															
Total Withdrawn:	20	39	25	2	2	1	4	3	11	2					
Council Decisions	41	36	24	4	1	5	5	5	1	3					
Appeals lodged by the Applicant	9	6	2	0	0	0	1	0	0	1					
Appeals lodged by third party	1	2	0	0	0	0	0	0	0	0					

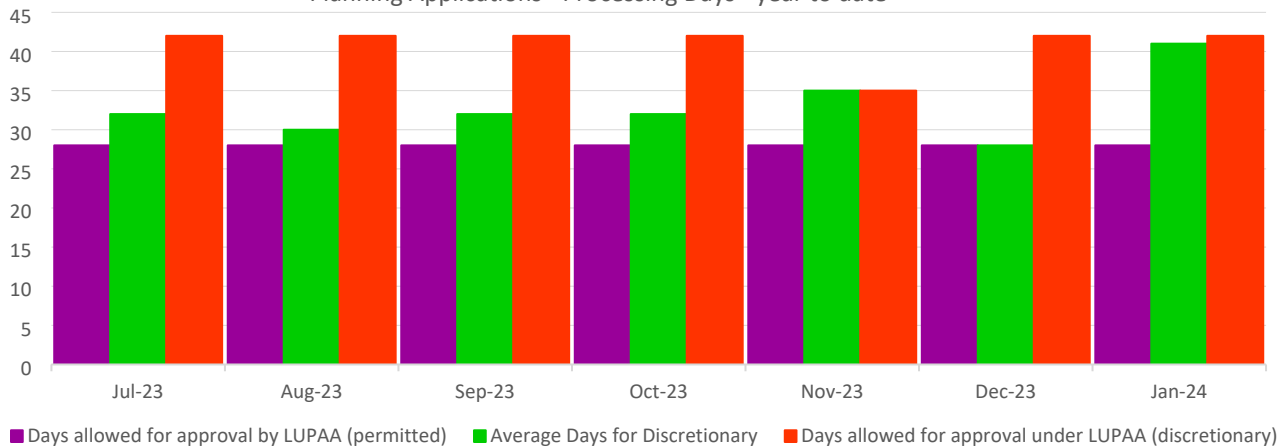
Type of Applications - year to date



Planning Applications Processed - year to date



Planning Applications - Processing Days - year to date

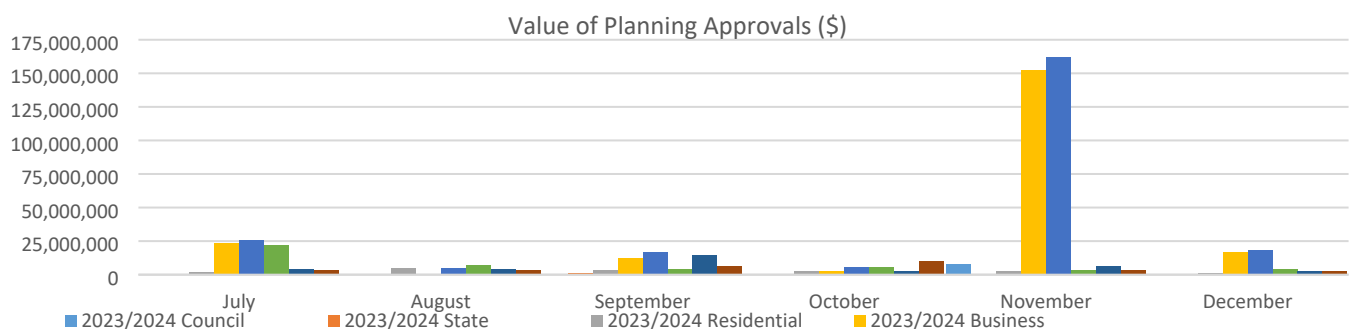




Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
DELEGATED DECISIONS					
PLN-23-0190	Multiple Dwellings (5 new) (Cressy SAP, Flood Prone)	58 Main Street, Cressy (stormwater works and connection at CT185040/3 - 3B King St) TAS 7302	Design to Live	35	D
PLN-23-0209	Proposed 7 New Dwellings, Demolish existing dwelling (Perth SAP, Safeguarding of Airports Code)	76 Frederick Street, Perth TAS 7300	Oramatis	42	D
PLN-23-0214	Change of use from Residential (Main Residence) to Visitor Accommodation (Discretionary use)	91 Mona Vale Road, Ross TAS 7209	Jonathan McCure	42	D
PLN-23-0215	2 Lot Subdivision & Demolition of Outbuildings (Longford Specific Area Plan)	38 Hobhouse Street, Longford (Re-advertised to include sewer connection at CT147010/3 - 32 Hobhouse St) TAS 7301	Michelle Schleiger	42	D
PLN-23-0230	2 Lot Subdivision (29.5.1 Lot Design)	Bruce Place, Longford TAS 7301	Northern Midlands Council	42	D
PLN-23-0201	Extension of Awning	5 Summit Drive, Devon Hills TAS 7300	Optimo Awnings Northern Pty Ltd	28	P
PLN-24-0007	Carport (S6.0 Longford SAP, C16.0 Safeguard Airport)	U 2/3 Lach Dar Court, Longford TAS 7301	Mr David Richardson	2	P
COUNCIL DECISIONS					
PLN-23-0131	Multiple Dwellings x 11 (1 Existing 10 New)(Perth SAP; Density, 2nd crossover)	33 Youl Road, Perth (works within Youl Rd road reservation) TAS 7300	Design To Live	42	C
PLN-23-0149	Multiple Dwellings x 2 (1 Existing, 1 New) (Longford SAP, Attenuation)	39 Pakenham Street, Longford TAS 7301	Design to Live	42	C
COUNCIL DECISIONS - REFUSAL					
PLN-23-0210	Multiple Dwellings x 5 (5 New) (Campbell Town SAP, Parking and Sustainable Transport Code)	7 Bedford Street (and works within Bedford Street road reservation), Campbell Town TAS 7210	Design To Live	41	CR
DELEGATED DECISIONS - REFUSAL					
-					

2.2 Value of Planning Approvals

	Current Year				2023/2024	2022/2023	2021/2022	2020/2021
	Council	State	Residential	Business	Total	Total	Total	Total
July	35,000	0	1,947,265	23,500,000	25,482,265	21,899,020	4,380,747	3,377,500
August	0	0	4,968,200	210,000	5,178,200	7,155,844	3,781,274	3,709,500
September	0	1,300,000	3,088,664	12,115,000	16,503,664	4,097,900	14,817,000	6,189,000
October	0	0	2,912,210	2,650,000	5,562,210	5,353,500	2,638,795	9,987,000
November	7,800,000	0	2,441,200	152,115,000	162,356,200	3,023,616	6,052,219	3,281,226
December	0	0	1,369,000	17,020,000	18,389,000	4,154,613	2,319,458	2,617,240
January	10,000	0	5,245,000	0	5,255,000	4,366,000	10,548,446	4,413,100
YTD Total	7,845,000	1,300,000	21,971,539	207,610,000	238,726,539	50,050,493	44,537,939	33,574,566
Annual Total						76,384,582	91,715,427	64,878,708





2.3 Matters Awaiting Decision by TASCAT & TPC

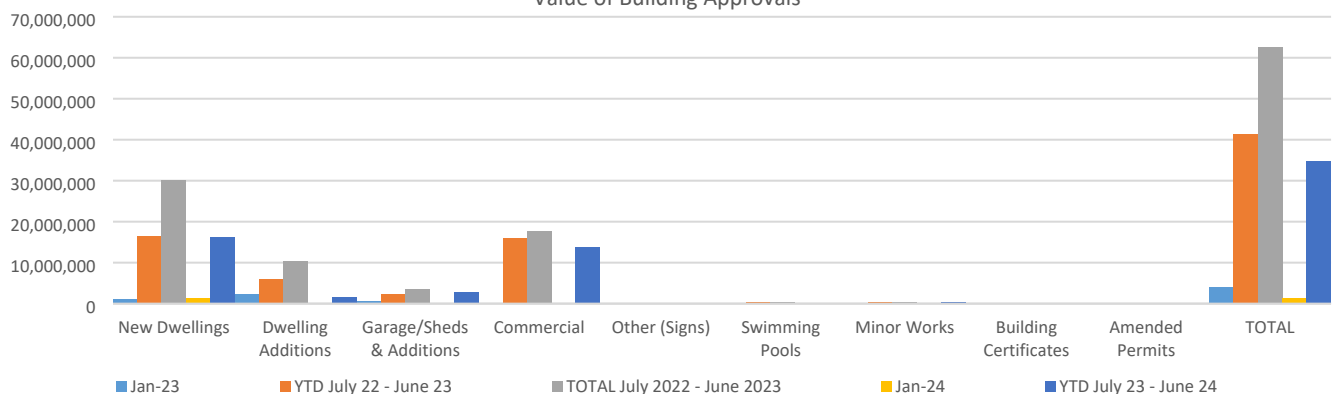
TASCAT	TASMANIAN CIVIL AND ADMINISTRATIVE TRIBUNAL
PLN-23-0086	Appeal P2023/122. 26A Tannery Road, appeal against Council's refusal of application for 24 hour vehicle fuel sales. Preliminary conference held 13 November 2023. Mediation being undertaken. Hearing set for 8 March 2024. The Appellant has applied to the Tribunal for an order adjourning the hearing to a date to be fixed.
PLN23-0210	Appeal P2024/15 7 Bedford St Campbell Town – appeal against Council's refusal for a permit for 5 Multiple dwellings. Preliminary Conference set for 23 rd February 2024.
Decisions received	
-	-
PLN-23-0164	Draft Amendment 10/2023 for site specific qualification to add General Retail and Hire "if for market and directly associated with the Evandale Market" as a discretionary use in the General Residential zone, if on part of folio of the Register 141412/1. Certified by Council on 16 October 2023. On public notification until 28 November 2023. Representation received and considered at Council meeting of 11 December 2023. Council's view on the representation sent to the TPC. Hearing set for 19 March 2024..
PLN-23-0118	Draft Amendment 09/2023 to insert a Site Specific Qualification to the existing Translink Specific Area Plan to allow Equipment & Machinery Sales and Hire as a Permitted Use to Table NOR-S1.5.2 - Area 2 for 19 Johns St Western Junction. Exhibition complete, no representations received. Report sent to TPC 17 October 2023. TPC requested additional information on 1 December 2023. Information provided 18 December 2023. Awaiting decision from TPC.
PLN-23-0177	Draft Amendment 12/2023 to rezone to 75-77 High Street, Campbell Town to General Business. Certified by Council on 20 November 2023. Exhibition complete, no representations received. Report sent to TPC 11 January 2024. Awaiting decision from TPC.
-	-

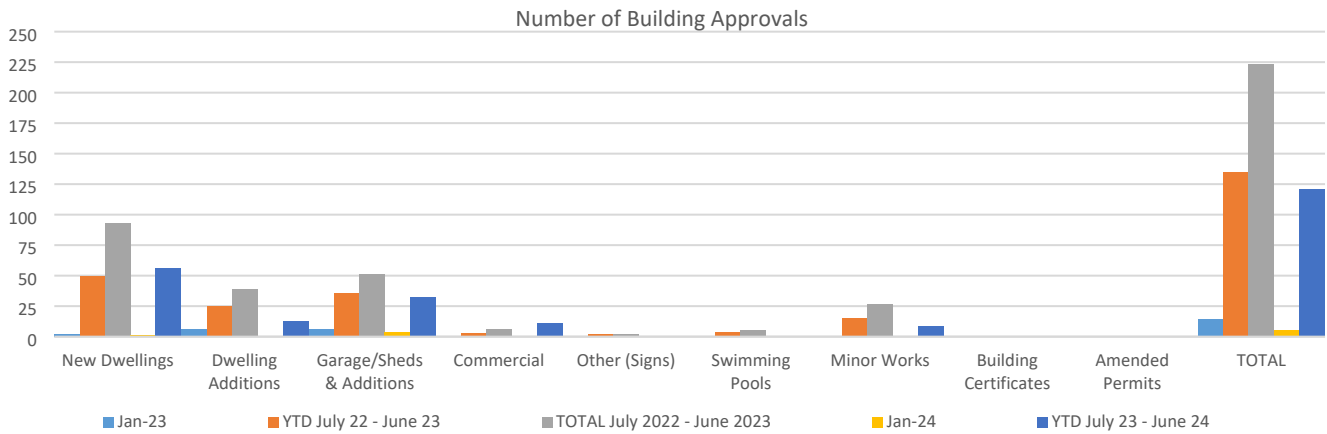
2.4 Building Approvals

The following table shows a comparison of the number and total value of building works for 2022-2023 and 2023-2024.

	YEAR: 2022-2023				YEAR		YEAR: 2023-2024			
	Jan 2023		YTD 2022-2023		July 2022 - June 2023		Jan 2024		YTD 2023-2024	
	No.	Total Value \$	No.	No.	No.	Total Value \$	No.	Total Value \$	No.	No.
New Dwellings	2	1,010,000	50	16,583,005	93	30,059,415	1	1,250,000	56	16,317,734
Dwelling Additions	6	2,347,470	25	5,869,630	39	10,252,722	0	0	13	1,616,400
Garage/Sheds & Additions	6	584,000	36	2,377,957	51	3,583,957	4	184,998	32	2,738,834
Commercial	0	0	3	16,000,000	6	17,742,000	0	0	11	13,830,000
Other (Signs)	0	0	2	82,945	2	82,945	0	0	0	0
Swimming Pools	0	0	4	296,000	5	374,750	0	0	0	0
Minor Works	0	0	15	271,269	27	481,351	0	0	9	356,511
Building Certificates	0	0	0	0	0	0	0	0	0	0
Amended Permits	0	0	0	0	0	0	0	0	0	0
TOTAL	14	3,941,470	135	41,480,806	223	62,577,140	5	1,434,998	121	34,859,479
Inspections										
Building	0		9		10		0		0	
Plumbing	21		149		280		32		226	

Value of Building Approvals





2.5 Planning, Building & Plumbing Compliance – Permit Review

Below are tables of inspections and action taken for the financial year.

Planning Permit Reviews	This Month	2023/2024	Total 2022/2023
Number of Inspections	2	51	79
Property owner not home or only recently started			
Complying with all conditions / signed off	1	10	1
Not complying with all conditions			
Re-inspection required	1	35	64
Notice of Intention to Issue Enforcement Notice			5
Enforcement Notices issued			1
Enforcement Orders issued			
Infringement Notice			
No Further Action Required		6	14
Building / Plumbing Permit Reviews	This Month	2023/2024	Total 2022/2023
Number of Inspections		24	29
Property owner not home or only recently started			
Complying with all conditions / signed off		4	
Not complying with all conditions			
Re-inspection required		13	10
Building Notices issued			2
Building Orders issued			
No Further Action Required		7	19
Illegal Works – Building / Plumbing	This Month	2023/2024	Total 2022/2023
Number of Inspections	7	39	78
Commitment provided to submit required documentation		7	11
Re-inspection required	5	17	42
Building Notices issued	2	8	12
Building Orders issued	1	5	7
Emergency Order			3
No Further Action Required	2	15	25
Illegal Works - Planning	This Month	2023/2024	Total 2022/2023
Number of Inspections		4	40
Commitment provided to submit required documentation		2	2
Re-inspection required			24
Enforcement Notices issued			3
Enforcement Orders Issued			
Notice of Intention to Issue Enforcement Notice issued		1	
No Further Action Required		2	14



3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

The Strategic Plan 2021-2027 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

Strategic outcomes:

2.1 Strategic, sustainable, infrastructure is progressive

People: Culture and society - a vibrant future that respects the past

Sense of Place - Sustain, Protect, Progress

Strategic outcomes:

3.1 Sympathetic design respects historical architecture

3.2 Developments enhance existing cultural amenity

3.4 Towns are enviable places to visit, live and work

Place: Nurture our heritage environment

Environment - Cherish, Sustain our Landscapes and Preserve, Protect Our Built Heritage for Tomorrow

Strategic outcomes:

4.1 Cherish and sustain our landscape

4.2 Meet environmental challenges

4.4 Our heritage villages and towns are high value assets

3.2 Integrated Priority Projects Plan 2021

This plan has been developed with a coordinated perspective to align with local, regional, state and federal plans. Rather than grouping projects by town or assembling a long list of 'nice to have' projects, this plan takes a Council-wide view of needs and opportunities in relation to the strategic investment drivers in the region. This matter has relevance to:

Enabling Project/s:

Projects which are considered to be incrementally important – usually by improving existing facilities or other complementary upgrades to infrastructure (does not include Council's business as usual projects including renewal and maintenance of existing assets)

5.4 Subdivisions:

Several at Cressy, Evandale, Longford & Perth - the Northern Midlands Council is a planning authority with responsibilities specified in the Land Use Planning and Approvals Act 1993 (LUPAA). These responsibilities include developing planning schemes, proposing amendments to planning schemes, supporting or rejecting changes proposed by others and making decisions on individual developments in accordance with the planning scheme. Several significant subdivisions in the Northern Midlands region have recently been identified and are in various stages of conceptual design or planning.

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

Lack of public awareness is a risk to Council. If people are not aware of requirements for planning, building and plumbing approvals, this may result in work without approval. Council continues to promote requirements to ensure the public is aware of its responsibility when conducting development.



6 COMMUNITY CONSULTATION

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

From time to time, articles are placed in the Northern Midlands Courier and on Council's Facebook page, reminding the public of certain requirements.

7 OFFICER'S COMMENTS/CONCLUSION

There have been 11 commercial building approvals valued a total of \$13,830,000 for 2023/24 (year to date) compared to 3 commercial building approvals valued a total of \$16,000,000 (year to date) for the previous year.

In total, there have been 121 building approvals valued at \$38,859,479 (year to date) for 2023/2024 compared to 135 building approvals valued at \$41,480,806 (year to date) for the previous year.



13.2 POLICY REVIEW: PUBLIC OPEN SPACE CONTRIBUTION

Responsible Officer: Des Jennings, General Manager

Report prepared by: Erin Miles, Project Officer

MINUTE NO. 24/064

DECISION

Cr Goss/Cr Adams

That the Council adopt the attached policy on the provision of public open space and associated contributions.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

Mayor Knowles adjourned the meeting for the meal break at 6.00 pm.

RECOMMENDATION

That the Council adopt the attached policy on the provision of public open space and associated contributions.

1 PURPOSE OF REPORT

The purpose of this report is to advise and seek endorsement of significant updates to Council's Public Open Space Contribution Policy.

2 INTRODUCTION/BACKGROUND

Although regularly reviewed, Council's Public Open Space Contribution Policy has not undergone significant reform for many years. As a result, Council may not be receiving the full value of contributions available to it under Section 117 of the *Local Government (Building and Miscellaneous Provisions) Act 1993* (the Act) for the development and maintenance of public open space facilities. The post COVID period has seen significant changes in land values and there is an ongoing need for and cost of establishing and maintaining, public open space, warranting a review and update of the policy and the way in which Council takes Public Open Space contributions. Further, Public Open Space contributions are no longer regulated under the Planning Scheme (as they were under the Interim Planning Scheme), leaving the regulation of contributions to the Act and Council's associated policy.

There is currently a lack of consistency in the way the Act is applied across various Councils (namely regarding the status of the land at the time of valuation), although the majority receive land contributions or payment in lieu generally in accordance with the Act. The following table details how Councils in the northern region are taking public open space contributions:

Council	Land contribution as per Section 117 of the <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i>	Payment in lieu as per Section 117 of the <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i>	*Variations to act governed by Policy	Public Open Space Policy
Meander Valley	Yes	Yes	Policy enforces the Act	Yes
West Tamar	Yes	Yes	N/a	Draft only



Council	Land contribution as per Section 117 of the <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i>	Payment in lieu as per Section 117 of the <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i>	*Variations to act governed by Policy	Public Open Space Policy
City of Launceston	Yes	Yes	N/a	No
Dorset	Yes*	Yes*	As per the Act for more than five lots. May vary over 5 lots in exceptional circumstances.	Yes
Break O' Day	Yes	Yes	Balance lot excluded from calculation	Yes
George Town	Yes	Yes	N/a	No
Northern Midlands	Yes	Yes*	Option of providing set value per new lot (currently \$1400) or as per act.	Yes

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

The Strategic Plan 2021-2027 provides the guidelines within which Council operates.

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

- 1.3 Management is efficient, proactive and responsible
- 1.4 Improve community assets responsibly and sustainably

Progress: Economic health and wealth - grow and prosper

Strategic Project Delivery - Build Capacity for a Healthy Wealthy Future

Strategic outcomes:

- 2.1 Strategic, sustainable, infrastructure is progressive

People: Culture and society - a vibrant future that respects the past

Sense of Place - Sustain, Protect, Progress

Strategic outcomes:

- 3.3 Public assets meet future lifestyle challenges
- 3.4 Towns are enviable places to visit, live and work

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

The policy provides clarity regarding aspects of the contribution that are not specified and/or require clarification within the legislation.

5 STATUTORY REQUIREMENTS

5.1 Case law

The case *N Leary v Clarence City Council [2013] TASRMPAT 068* provides clarity around when the valuation of land should occur in relation to the submission of a Final Plan. The relevant extract of the decision is detailed below:

17. The purpose of Section 117 of the Act is to secure funds against the prospective acquisition of land for public open space in the municipality, in circumstances where the Council chooses not to require the



owner to increase the public open space within the subdivision itself. This objective is articulated within Section 117(5):

“(5) The council is to receive an amount payable under this section on trust for the acquisition or improvement of land for public open space for the benefit of inhabitants of the municipal area.”

It is the fulfilment of that purpose which must guide the interpretation of the provision, in accordance with cases such as *Project Bluesky Inc v Australian Broadcasting Authority* [1998] HCA 28; [1998] 194 CLR 355.

18. Accepting that, it seems trite to observe that the value of the public open space to be acquired is linked to the value of the improved land. Thus, the payment in lieu to be required from the developer must be an amount which correlates with that improved value. If it were less, the Council’s capacity to do something with the payment in fulfilment of *the purpose* would be handicapped because the quantum would have been calculated against a value which is less than the value after the improvement.
19. This interpretation is consistent with the observations of Justice Hardie in *Hornsby (supra)*. It is consistent with what Else-Mitchell J described as “sound both in principle and as a matter of local government and planning practice’
20. In the Tribunal’s view it is the correct interpretation and must be followed. Accordingly the Tribunal holds that the value of the land for the purposes of S.117(2) of the Act is the value as at the date of the lodgement of the final plan of subdivision, and not the date upon which the subdivision plans are lodged.

This determination is further supported by the case *DK & IB Gourlay v Clarence City Council* [2016] TASRMPAT and forms the basis for providing clarity around the timing of the valuation within the proposed amended policy.

6 FINANCIAL IMPLICATIONS

Currently, Council’s expenditure on Public Open Space exceeds the revenue raised through land and cash in lieu contributions. Updating the policy will ensure that developers contribute to the provision of public open space commensurate with the scale and type of their development, consistent with the legislative requirements.

7 RISK ISSUES

The existing Public Open Space Contribution Policy departs from the requirements of the legislation by allowing for a set value contribution and does not set out a procedure to justify the reasonableness of requesting of Public Open Space. The amended policy seeks to align Council’s processes with legislative requirements and considers existing case law to guide processes. Consideration has also been given to the Planning Institute of Australia webinar on Public Open Space Contributions, presented by Marc Edwards of Page Seager Lawyers. The requirement for Public Open Space contributions is set out in the Act; therefore, risk is largely limited to interpretation of the relevant legislation.

8 CONSULTATION WITH STATE GOVERNMENT

Consultation with State Government agencies is not required, although the general issue of development infrastructure contributions is likely to be subject to state level review into the future which has been strongly supported by the Local Government Association of Tasmania (LGAT).

9 COMMUNITY CONSULTATION

Not applicable.

10 OPTIONS FOR COUNCIL TO CONSIDER

- a) Amend Public Open Space Contribution policy as per the attached amended policy.
- b) Review Policy without amendment.



c) Specify alternative amendments to the Public Open Space Contribution Policy.

11 OFFICER'S COMMENTS/CONCLUSION

Council's Public Open Space Contribution Policy is due for review. In undertaking a review, it was found that Council is allowing for an alternative contribution pathway, which differs from the requirements of *Local Government (Building and Miscellaneous Provisions) Act 1993* and relevant case law in terms of receiving public open space contributions. In drafting amendments to the policy, Officers have reviewed similar policies from around the state and relevant case law on the topic. Amendments to the policy are required to ensure that Council is taking contributions in accordance with the relevant legislation, receiving the full value of contributions it is entitled to, to service public open space infrastructure. It is anticipated that the policy will:

- a) Facilitate a strategic approach to the development of a contemporary and well-planned open space network.
- b) Clarify the process of determining whether a land or cash in lieu contribution is required as part of a subdivision development.
- c) Provide criteria for determining suitability of land contributions for public open space.
- d) Provide guidance on how public open space contributions are to be determined and paid.
- e) Provide guidance on how funds obtained through cash in lieu contributions will be utilised.
- f) Ensure developers contribute to the provision of public open space commensurate with the scale and type of their development.

12 ATTACHMENTS

1. Amended Public Open Space Contribution Policy [13.2.1 - 5 pages]



14 GOVERNANCE REPORTS

14.1 POLICY REVIEW: GIFTS AND BENEFITS

Responsible Officer: Des Jennings, General Manager

Report prepared by: Leslie Hall, People & Culture Business Partner

Mayor Knowles reconvened the meeting after the meal break at 6.30pm

MINUTE NO. 24/065

DECISION

Cr Andrews/Cr Adams

That Council receives the report; and

That Council endorse the minor amendments to the Gift and Benefits Policy as submitted.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

RECOMMENDATION

That the Council receives the report and:

1. That Council endorse the minor amendments to the Gift and Benefits Policy as submitted.

OR

2. That Council does not endorse the minor amendments to the Gift and Benefits Policy as submitted.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council approval of the updates to the Gift and Benefit policy.

2 INTRODUCTION/BACKGROUND

A review of the policy has resulted in amendments being recommended. In the attached policy document the recommended amendments have been highlighted and ~~deletions include strikethrough~~.

The review found the need for only minor amendments such as the date of the next review and an adjustment for CPI for the nominal monetary value of gifts that may be accepted under this policy.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

The Strategic Plan 2021-2027 provides the guidelines within which Council operates.

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

1.2 Councillors serve with integrity and honesty

1.3 Management is efficient, proactive and responsible



3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

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

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

As per policy provisions.

7 RISK ISSUES

It is important for Council to set out its guidelines for the provision of services within the municipality.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

9 COMMUNITY CONSULTATION

Not applicable.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can accept or reject the minor amendments to the policies.

11 OFFICER'S COMMENTS/CONCLUSION

This policy was last reviewed December 2020. The nominal value of gifts at that time was set at \$50.00. Based on the All Groups Consumer Price Index (CPI) annual adjustments for December each year, the nominal value has been indexed by 3.5% for the period December 2020-21, 7.8% for the period December 2021-22, and 4.1% for the period December 2022-23. This resulted in a new figure of \$58.07. For ease of administration and compliance, this has been rounded up to \$60.00.

That Council consider the policy amendments as highlighted in the attachments.

12 ATTACHMENTS

1. Gifts and Benefits Draft Amendment for Council Consideration 2024 02 19 Open [14.1.1 - 6 pages]



14.2 CAMPBELL TOWN TOURIST PARK

Responsible Officer: Des Jennings, General Manager

Report prepared by: Lorraine Green, Project Officer

MINUTE NO. 24/066

DECISION

Cr Andrews/Cr Adams

That Council:

- a) release the Campbell Town Tourist Park Master Plan of 19 April 2022;
- b) release the Campbell Town Tourist Park Preliminary Feasibility Assessment Report of January 2024;
- c) undertake consultation with the Campbell Town District Forum; and the wider Campbell Town Community, including the business sector; and
- d) a further report to Council which includes comment from the consultation process for further decision.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

Councillor McCullagh left the meeting at 6.48pm.

RECOMMENDATION

That Council:

- a) accept in principle the Campbell Town Tourist Park Master Plan of 19 April 2022;
- b) endorse in principle the Campbell Town Tourist Park Preliminary Feasibility Assessment Report of January 2024;
- c) undertake consultation with the Campbell Town District Forum; and
- d) request Council Officers to seek external sources of funding to implement Stage One of the Campbell Town Tourist Park Master Plan.

1 PURPOSE OF REPORT

The purpose of this report is to:

- i) Provide Council with background on the proposed Campbell Town Tourist Park;
- ii) Seek Council's in principle acceptance of the Tourist Park Master Plan;
- iii) Seek Council's in principle endorsement of the Tourist Park Preliminary Feasibility Assessment Report;
- iv) Seek Council's direction as to funding of Stage One of the proposed tourist park.

2 INTRODUCTION/BACKGROUND

20-30 King Street Campbell Town, classified public land owned by Council, comprises a basic hall, sports ground and parking area. The hall is rarely used and the sports ground only used for informal exercising, dogwalking and once per year for parking during the Campbell Town Show. The property's upkeep is a drain on Council's finances.

It is proposed that the property be repurposed to create a variety of accommodation options, park reception and caretaker/manager's residence, a kitchen/dining/lounge facility, inclusive shower/toilet and laundry facilities, refurbished hall for guest and community usage, and ample parking; all set amongst a fenced, parkland environment that offers climatic comfort and safety for its guests.



In late 2021, Leon Design was contracted to develop a draft master plan for the tourist park. The plan was submitted to Council in April 2022.

In August 2023 River Road Consulting was contracted to undertake a preliminary feasibility assessment for the proposed tourist park. The report was submitted to Council in January 2024.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

The Strategic Plan 2021-2027 provides the guidelines within which Council operates.

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

- 1.1 Council is connected to the community
- 1.2 Councillors serve with integrity and honesty
- 1.3 Management is efficient, proactive and responsible
- 1.4 Improve community assets responsibly and sustainably

Progress: Economic health and wealth - grow and prosper

Strategic Project Delivery - Build Capacity for a Healthy Wealthy Future

Strategic outcomes:

- 2.1 Strategic, sustainable, infrastructure is progressive
- 2.2 Proactive engagement drives new enterprise
- 2.3 Collaborative partnerships attract key industries
- 2.4 Support and attract wealth-producing business and industry

People: Culture and society - a vibrant future that respects the past

Sense of Place - Sustain, Protect, Progress

Strategic outcomes:

- 3.2 Developments enhance existing cultural amenity
- 3.3 Public assets meet future lifestyle challenges
- 3.4 Towns are enviable places to visit, live and work

Place: Nurture our heritage environment

Environment - Cherish, Sustain our Landscapes and Preserve, Protect Our Built Heritage for Tomorrow

Strategic outcomes:

- 4.1 Cherish and sustain our landscape
- 4.4 Our heritage villages and towns are high value assets

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

The land for the proposed tourist park is classified as public land. Therefore, its lease or sale would be subject to adherence to Section 177 and 178 of *the Local Government Act 1993*.

6 FINANCIAL IMPLICATIONS

The cost of Stage One of the development (the reception and caretaker/manager's residence, camp kitchen/dining and lounge facility, inclusive shower/toilet and laundry facilities, 6 cabins, 11 power and 11 non-power sites, 3 ensuite sites, park entrance, landscaping and roadworks has been costed at \$5.9 million.



The cost of Stage Two – implementation of the balance of the master plan - has been costed at \$3.6 million.

7 RISK ISSUES

Options for funding the development of the tourist park include Council funding all the costs, or part-funding the development and sourcing the balance of the funds from a loan and/or external grants.

If Council opted to implement Stage One of the master plan, funded 50% by Council and 50% by a loan, the feasibility assessment report advises Council would achieve a positive net profit before tax outcome by Year Five

8 CONSULTATION WITH STATE GOVERNMENT

The State Government is closely following this proposed development, as the new Spirit ships have significantly increased carrying capacity for motorhomes. Tourism Tasmania Officers have discussed with Council Officers the need to expand existing tourist parks, and develop new parks, to cater for the increased volume of motorhomes once the new Spirits are operational. There is a degree of urgency attached to these discussions, as a growing number of caravan/tourist parks are closing down across the state, as developers seek to develop residential and/or resort facilities on this often prime real estate.

9 COMMUNITY CONSULTATION

Extensive community consultation has not been undertaken to date. In accordance with the Officer's recommendation, consultation with the Campbell Town District Forum is to be undertaken.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either accept/not accept the master plan, endorse/not endorse the preliminary feasibility assessment report, and request/ not request Council Officers to seek external funding for the project.

11 OFFICER'S COMMENTS/CONCLUSION

COVID-related travel and lockdown restrictions have fuelled growth in sales of caravans, camper trailers and motorhomes; with a record 40,000 plus such vehicles bought in the Australian market in 2021, and up to a year-long wait for new orders. Another growth factor is Australia's ageing population. Aligned with this growth has been increased demand for sites in caravan/tourist parks, with occupancy in Tasmanian parks often eclipsing 75% across 2022.

Looking ahead, the viability of tourist parks as an investment is sound, as such parks are good income-producing assets, with many generating 50-60% profit on an ongoing basis. Demand for quality tourist parks is viewed by those in the industry as very likely to remain high into the medium to long term.

Coupled with this from Campbell Town's perspective, is the growth in meeting/conference venues in the town in recent years which is driving demand for new, and larger capacity, accommodation options in the town.

12 ATTACHMENTS

1. NMC CTCVP MP Presentation - B [14.2.1 - 1 page]
2. Feasibility Assessment - Campbell Town Caravan Park [14.2.2 - 38 pages]



15 CORPORATE SERVICES REPORTS

15.1 MONTHLY REPORT: FINANCIAL STATEMENT

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager

MINUTE NO. 24/067

DECISION

Cr Goss/Cr Archer

That Council:

- i) receive and note the Monthly Financial Report for the period ending 31 January 2024, and
- ii) authorise Budget 2023/24 alterations as listed in Item 4.

Cr McCullagh returned to the meeting at 6.49pm.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

RECOMMENDATION

That Council:

- i) receive and note the Monthly Financial Report for the period ending 31 January 2024, and
- ii) authorise Budget 2023/24 alterations as listed in Item 4.

1 PURPOSE OF REPORT

The purpose of this report is to present the monthly financial reports as at 31 January 2024.

2 INTRODUCTION/BACKGROUND

The Monthly Financial Summary for the period ended 31 January 2024 is circulated for information.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

The Strategic Plan 2021-2027 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

Strategic outcomes:

2.1 Strategic, sustainable, infrastructure is progressive

3.2 Integrated Priority Projects Plan 2021

This plan has been developed with a coordinated perspective to align with local, regional, state and federal plans. Rather than grouping projects by town or assembling a long list of 'nice to have' projects, this plan takes a Council-wide view of needs and opportunities in relation to the strategic investment drivers in the region.



4 ALTERATIONS TO 2023-24 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-24

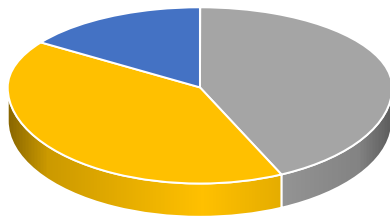
7

A. Operating Income and Expenditure						
	Budget	Year to Date Budget 25%	Actual	(\$,000)	Target 100%	Comments
Rate Revenue	-\$14,203,781	-\$14,203,781	-\$14,270,657	\$67	100.5%	Raised in July 2023 100% FAGS grants paid 22/23
Recurrent Grant Revenue	-\$5,205,188	-\$3,470,125	-\$732,585	-\$2,738	21.1%	
Fees and Charges Revenue	-\$2,604,486	-\$1,519,284	-\$2,004,760	\$485	132.0%	
Interest Revenue	-\$1,292,579	-\$754,005	-\$565,310	-\$189	75.0%	Timing variance
Reimbursements Revenue	-\$45,197	-\$26,365	-\$55,514	\$29	210.6%	
Other Revenue	-\$1,449,288	-\$845,418	-\$502,270	-\$343	59.4%	Timing variance
	-\$24,800,519	-\$20,818,978	-\$18,131,096	-\$2,688	87.1%	
Employee costs	\$6,677,119	\$3,894,986	\$4,412,298	-\$517	113.3%	Insurances paid for full year
Material & Services Expenditure	\$6,799,926	\$3,966,624	\$4,059,471	-\$93	102.3%	
Depreciation Expenditure	\$7,163,532	\$4,178,727	\$4,178,727	\$0	100.0%	
Government Levies & Charges	\$1,151,278	\$671,579	\$577,543	\$94	86.0%	
Councillors Expenditure	\$223,690	\$130,486	\$132,926	-\$2	101.9%	
Interest on Borrowings	\$63,900	\$37,275	\$31,950	\$5	85.7%	
Other Expenditure	\$1,745,581	\$1,018,256	\$914,586	\$104	89.8%	
Plant Expenditure Paid	\$568,462	\$331,603	\$383,170	-\$52	115.6%	
	\$24,393,488	\$14,229,535	\$14,690,671	-\$461	103.2%	
	-\$407,031	-\$6,589,444	-\$3,440,425			
Gain on sale of Fixed Assets	\$0	\$0	-\$109,635	\$110	0.0%	
Loss on Sale of Fixed Assets	\$401,388	\$234,143	\$41,651	\$192	17.8%	*Asset recognition EOY
Underlying (Surplus) / Deficit	-\$5,643	-\$6,355,301	-\$3,508,409			1*
	\$0		-\$3,581,768			
Capital Grant Revenue	-\$7,227,321	-\$4,215,937	-\$4,345,999	\$130	103.1%	
Subdivider Contributions	-\$362,067	-\$211,206	0	-\$211	0.0%	* Not recognised until EOY
Capital Revenue	-\$7,589,388	-\$4,427,143	-\$4,345,999			
	-		-			
Budget Alteration Requests						
- For Council authorisation by absolute majority						
		Budget Operating	Budget Capital	Actuals		
<i>Capital works budget variances above 10% or \$10,000 are highlighted</i>						
<i>January</i>						
B. Balance Sheet Items						
	Year to Date Actual		Monthly Change		Same time last year	Comments
Cash & Cash Equivalents Balance	Year to Date					
- Opening Cash balance	\$20,722,818		\$21,648,354			
- Cash Inflow	\$18,489,869		\$990,943			
- Cash Payments	-\$18,940,598		-\$2,367,208			
- Closing Cash balance	\$20,272,089		\$20,272,089			
Account Breakdown						
- Trading Accounts	\$94,517					



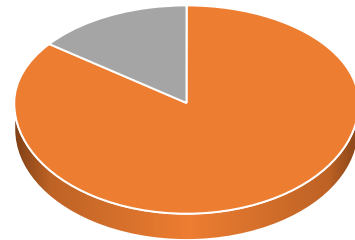
- Investments	\$20,177,572				
	\$20,272,089				
	-				
Summary of Investments	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value
Tasmanian Public Finance Corporation Call Account	1/01/2023	31/01/2023	4.35	\$5,683	\$5,704
CBA Call Account	31/01/2024	1/02/2024	0.25	\$3,035,802	\$3,035,824
Commonwealth Business Online Saver Account	31/01/2024	1/02/2024	4.35	\$556,536	\$556,603
Westpac Corporate Regulated Interest Account	1/12/2023	31/12/2023	4.35	\$470,479	\$470,479
CBA	7/11/2023	6/05/2024	5.23	\$2,000,000	\$2,051,870
CBA	11/07/2023	8/04/2024	5.32	\$2,000,000	\$2,079,290
My State Financial	21/12/2023	18/06/2024	5.10	\$3,559,071	\$3,648,584
My State Financial - Online Saver Business	1/01/2024	31/01/2024	0.00	\$25	\$25
Westpac - Stimulus Fund Investment	29/12/2023	29/04/2024	4.99	\$1,050,000	\$1,067,513
Westpac - Stimulus Fund Investment	18/12/2023	16/12/2024	1.60	\$3,000,000	\$3,047,868
Westpac	23/10/2023	24/06/2024	5.09	\$3,000,000	\$3,102,497
Westpac	11/09/2023	11/06/2024	4.99	\$1,500,000	\$1,556,189
Total Investments				\$20,177,596	\$20,622,445

Investments by Institution



Bank of Us (B&E) Tascorp Westpac CBA MyState

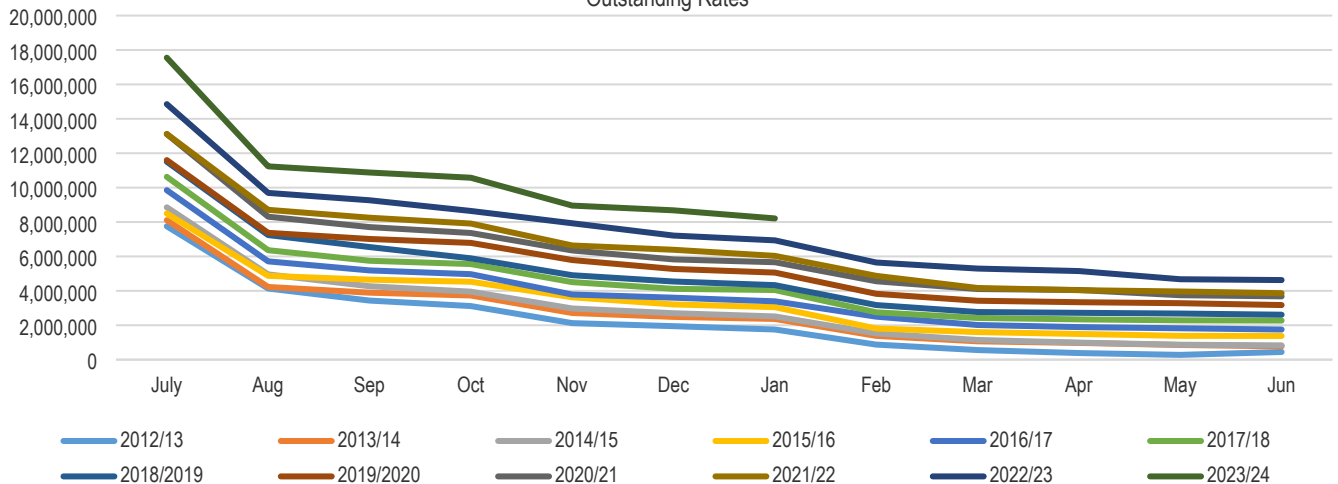
Total Investments by Rating (Standard & Poor's)









AA+ AA- BBB Unrated

Rate Debtors	2023/24	% to Raised	Same Time Last Year	% to Raised
Balance b/fwd	\$4,626,436		\$3,863,134	
Rates Raised	\$14,472,165		\$13,258,091	
	\$19,098,601		\$17,121,224	
Rates collected	\$10,297,180	71.2%	\$9,634,258	72.7%
Pension Rebates	\$567,260	3.9%	\$526,100	4.0%
Discount & Remissions	\$24,908	0.2%	\$26,625	0.2%
	\$10,889,348		\$10,186,983	
Rates Outstanding	\$8,209,253	43.0%	\$6,934,241	52.3%
Advance Payments received	-\$411,136		\$379,939	

Outstanding Rates
















Trade Debtors			
Current balance	\$2,007,068		
- 30 Days	\$1,151,088		
- 60 Days	\$270,893		
- 90 Days	\$6,396		
- More than 90 days	\$578,690		
Summary of Accounts more than 90 days:			
- Norfolk Plains Book sales	171		 Paid by outlet as sold
- Hire/lease of facilities	54,156		
- Removal of fire hazards	7,345		 Send to Fines Enforcement
- Dog Registrations & Fines	22,023		
- Private Works	20,238		
- Regulatory Fees	8,357		
- Govt Reimbursements	466,400		

C. Capital Program



	Budget	Actual (\$,000)	Target 58%	Comments
Renewal	\$15,315,969	\$7,285,272	48%	
New assets	\$6,551,246	\$1,699,940	26%	
Total	\$21,867,215	\$8,985,212	41%	
Major projects:				
- Lfd Memorial Hall upgrade	\$3,109,479	\$2,324,547	75%	In progress
- Lfd Urban Streetscape Improvements	\$1,793,628	\$228,697	13%	Stalled
- Ctown Urban Streetscape Improvements	\$2,450,000	\$271,358	11%	Design stage
- Pth Urban Streetscape Improvements	\$1,641,000	\$749,659	46%	Stormwater in progress
- Lfd Caravan Park Amenities replacement	\$450,000	\$37,966	8%	Commences May 2024
- Ashby Road reconstruction	\$500,000	\$123,668	25%	Commenced
- Bishopsbourne Road Reconstruction	\$504,900	\$457,133	91%	Complete
- Lfd Llaycock Street Reserve	\$500,768	\$15,112	3%	Tender awarded
- Cry Bridge Replacements (3)	\$1,117,200	\$957,388	86%	In progress

* Full year to date capital expenditure for 2023/24 provided as an attachment.

D. Financial Health Indicators

	Target	Actual	Variance	Trend	
Financial Ratios					
- Rate Revenue / Total Revenue	57.3%	78.7%	-21.4%	↘	
- Own Source Revenue / Total Revenue	79%	96%	-16.9%	↘	
Sustainability Ratio					
- Operating Surplus / Operating Revenue	0.0%	19.4%	-19.3%	↘	
- Debt / Own Source Revenue	37.9%	42.6%	-4.8%	↔	
Efficiency Ratios					
- Receivables / Own Source Revenue	52.1%	39.9%	12.3%	↘	
- Employee costs / Revenue	26.9%	24.3%	2.6%	↗	
- Renewal / Depreciation	213.8%	174.3%	39.5%	↗	
Unit Costs					
- Waste Collection per bin	\$13.74	\$21.32		↔	
- Employee costs per hour	\$55.64	\$40.29		↗	
- Rate Revenue per property	\$1,999.41	\$2,008.82		↔	
- IT per employee hour	\$5.45	\$3.52		↘	

E. Employee & WHS scorecard

	YTD	This Month	
Number of Employees	103	103	
New Employees	23	8	



Resignations	13	2
Total hours worked	109,516	13,914
Medical Treatment Injury	6	3
Safety Incidents Reported	6	0
Hazards Reported	13	1
Workplace Inspections	8	1
Risk Incidents Reported	6	5
Insurance claims - Public Liability	1	0
Insurance claims - Industrial	0	0
Insurance claims - Motor Vehicle	3	1
IT - Unplanned lost time	2	0
Open W/Comp claims	7	1



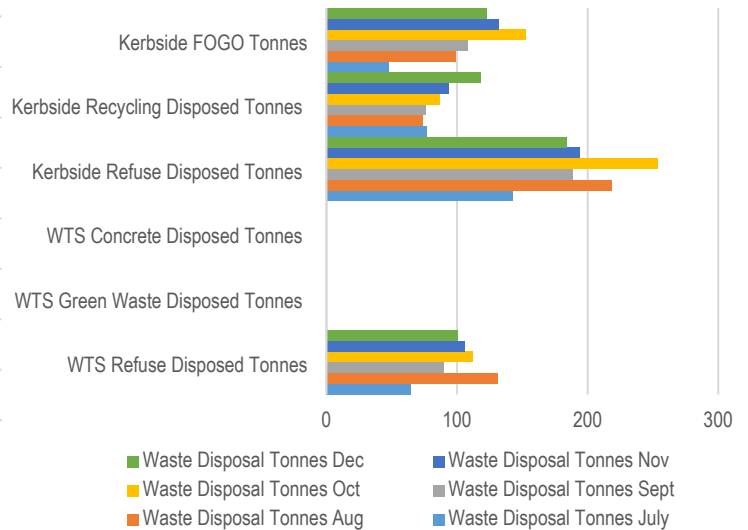
F. Waste Management

Waste Transfer Station	2021/22	2022/23	2023/24 Budget Year to Date	2023/24		
Takings						
- Refuse	\$135,285	\$146,790	\$87,781	\$86,945	% change for same period last year	0%
- Green Waste	\$82,450	\$77,811	\$50,487	\$35,927	% change for same period last year	-30%
- Concrete	\$2,980	\$4,861	\$2,200	\$3,376	% change for same period last year	14%
- Tyres	694	\$257	\$396	\$0		
Total Takings	\$221,409	\$229,719	\$140,864	\$126,248		
Tonnes Disposed						
WTS Refuse Disposed Tonnes	1349	1298	743	605	% change for same period last year	-7%
WTS Green Waste Disposed Tonnes	2760	5970	2,665	0		
WTS Concrete Disposed Tonnes	3056	0	1,310	0		
Kerbside Refuse Disposed Tonnes	2430	2341	1,067	1183	% change for same period last year	-3%
Kerbside Recycling Disposed Tonnes	1048	1035	651	526	% change for same period last year	4%
Fogo Disposed Tonnes	0	488	695	663		
Total Waste Tonnes Disposed	10643	11132	7129	2977		

Waste Transfer Station Fees \$'s



Waste Disposal Tonnes



5 OFFICER COMMENTS

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

6 ATTACHMENTS

1. Monthly Financial Report - January 2024 [15.1.1 - 1 page]
2. Monthly Capital Financial Report - January 2024 [15.1.2 - 7 pages]



15.2 2024/2025 MUNICIPAL BUDGET

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager

MINUTE NO. 24/068

DECISION

Cr Goss/Cr McCullagh

- A) That Council adhere to its previously adopted Budget process as detailed below and endorse the following 2024/2025 Draft Budget parameters.
- B) The following budget parameters are suggested for the 2024/2025 Budget for Council consideration, review and endorsement - note Hobart's December 2023 annual movement of CPI was 3.3 percent (National 4.2 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.
 - c) New services to be funded from new rates raised.
 - d) User pays principle to be used where possible.
 - e) Cash reserves to be committed to specific planned projects. Stimulus loan repayments to be allocated on an annual basis.
 - f) 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.
 - g) Contract payments increased as per agreement provisions.
 - h) Minimise any Annual Asset Renewal shortfall.
 - i) 4% percent increase in financial assistance grant funding.
 - j) Interest on investments calculated at 4.35 percent.
 - k) Wages indexed by 3.5% (in accordance with the current Enterprise Bargaining Agreement at 30 June 2022) and other General Operating expenses be indexed by the expected Consumer Price Indexation of 3.3%
 - l) Emergency Management allocation equal to 10 year average actual expenditure (excluding grant reimbursements).
 - m) General rate increases be modelled on a relationship to the expected Consumer Price Indexation for Tasmania for the Budget period, plus
 - any percentage determined in the LTFP for long term sustainability, and
 - for Asset Management renewal funding if required.
 - n) Budget operating surplus goal of at least 5% of rate revenue.
- C) Council to hold the Municipal Bus Tour on 17 April 2024.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

RECOMMENDATION

- A) That Council adhere to its previously adopted Budget process as detailed below and endorse the following 2024/2025 Draft Budget parameters.
- B) The following budget parameters are suggested for the 2024/2025 Budget for Council consideration, review and endorsement - note Hobart's December 2023 annual movement of CPI was 3.3 percent (National 4.2 percent).
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 - m) General rate increases be modelled on a relationship to the expected Consumer Price Indexation for Tasmania for the Budget period, plus
 - any percentage determined in the LTFP for long term sustainability, and
 - for Asset Management renewal funding if required.
 - n) Budget operating surplus goal of at least 5% of rate revenue.
- C) Council to hold the Municipal Bus Tour on 17 April 2024a)

1 PURPOSE OF REPORT

The purpose of this report is for Council to set the parameters for drafting of the 2024/2025 Municipal Budget.

2 INTRODUCTION/BACKGROUND

The 2024/2025 Draft Budget process is to be conducted mostly in accordance with Council's previously adopted procedures in an endeavour to finalise the process during June 2024:

- Issue a memo in February to Councillors and staff to list projects/ capital works for consideration and costing
- Place the Budget on Local District Committee agendas
- Conduct a Councillor Municipal Tour at a date to be determined
- 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 15th 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 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. 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 2024	Council Meeting	Set budget parameters
8 April 2024	Workshop	Capital Works Budget
17 April 2024	Tour	
6 May 2024	Workshop	Draft Budget 1
3 June 2024	Workshop	Draft Budget 2
17 June 2024	Workshop (Optional)	Draft Budget 3
24 June 2024	Council Meeting	Adopt Budget
Mid-July 2024		Issue Annual Plan
Mid-July 2024		Issue Rates

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

The Strategic Plan 2021-2027 provides the guidelines within which Council operates.

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

- 1.1 Council is connected to the community
- 1.3 Management is efficient, proactive and responsible
- 1.4 Improve community assets responsibly and sustainably

3.2 Integrated Priority Projects Plan 2021

Not applicable.

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 2024-2025 financial period.

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

- Federal government grant funding for projects under construction or for consideration
- Possibility of Government Election/s



- Continuation and increase of Roads to Recovery grant funding program
- EBA wage provisions
- Bank Interest rates stabilising
- Development trends in area especially planned subdivisions in Translink, Evandale & Perth
- Capital Projects in progress and their associated commitments
- Rise in prices for goods and services due to inflationary pressures
- Labour shortages and wage growth
- Changing waste management arrangements, and
- Ratepayers ability to pay.

Table 5.1: Output Growth and Inflation Forecasts^(a)

Per cent

	Year-ended					
	Jun 2023	Dec 2023	Jun 2024	Dec 2024	Jun 2025	Dec 2025
GDP growth	2.1	1½	1¾	2	2¼	2¼
(previous)	(1½)	(1)	(1¼)	(1¾)	(2)	(2¼)
Unemployment rate ^(b)	3.6	3¾	4	4¼	4¼	4¼
(previous)		(4)	(4¼)	(4½)	(4½)	(4½)
CPI inflation	6.0	4½	4	3½	3¼	3
(previous)		(4¼)	(3½)	(3¼)	(3)	(2¾)
Trimmed mean inflation	5.9	4½	4	3¼	3	3
(previous)		(4)	(3¼)	(3)	(3)	(2¾)
Year-average						
	2022/23	2023	2023/24	2024	2024/25	2025
GDP growth	3.3	2	1¾	1¾	2	2¼
(previous)	3	1½	1	1¼	1¾	2

(a) Forecasts finalised 7 November. The forecasts are conditioned on a path for the cash rate broadly in line with expectations derived from surveys of professional economists and financial market pricing; the cash rate is assumed to peak at around 4½ per cent before gradually declining to 3½ per cent by end-2025. Other forecast assumptions (assumptions as of August *Statement* in parenthesis): TWI at 61 (61); A\$ at US\$0.64 (US\$0.66); Brent crude oil price at US\$84bbl (US\$80bbl). The rate of population growth has been revised higher in the near term but is expected to gradually decline to around its pre-pandemic average. Forecasts are rounded to the nearest quarter point. Shading indicates historical data, shown to the first decimal point.

(b) Average rate in the quarter.

Sources: ABS; RBA.

Reserve Bank of Australia Inflation Predictions Issued November 2023

7 RISK ISSUES

Council must adopt its budget to enable annual planning to commence and rates and charges to be levied for the 2024/2025 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



indirect input into the formation of the Budget from ratepayer feedback during the year, via councillors and departmental managers.

10 OPTIONS FOR COUNCIL TO CONSIDER

The following budget parameters are suggested for the 2024/2025 Budget for Council consideration, review and endorsement - note Hobart's December 2023 annual movement of CPI was 3.3 percent (National 4.2 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.
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- l) Emergency Management allocation equal to 10 year average actual expenditure (excluding grant reimbursements).
- m) General rate increases be modelled on a relationship to the expected Consumer Price Indexation for Tasmania for the Budget period, plus
 - any percentage determined in the LTFP for long term sustainability, and
 - for Asset Management renewal funding if required.
- n) Budget operating surplus aim of at least 5% of rate revenue.

11 OFFICER'S COMMENTS/CONCLUSION

The cost of many goods and services have risen sharply since the last budget period especially building and road construction materials, and contractor payments. This is expected to stabilise over the next budget period.

12 ATTACHMENTS

Nil



15.3 POLICY REVIEW: CEMETERIES

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager

MINUTE NO. 24/069

DECISION

Cr Adams/Cr Andrews

That Council endorse the amended Cemeteries Policy.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

RECOMMENDATION

That Council endorse the amended Cemeteries Policy.

1 PURPOSE OF REPORT

The purpose of this report is for Council to review and amend the Cemeteries policy.

2 INTRODUCTION/BACKGROUND

Council has a schedule to review policies on an ongoing basis and the above policies have been reviewed with necessary amendments made. The full policy document has been attached with all changes tracked to highlight the amendments.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

The Strategic Plan 2021-2027 provides the guidelines within which Council operates.

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

- 1.1 Council is connected to the community
- 1.3 Management is efficient, proactive and responsible

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

It is important that policies are reviewed on a regular basis to keep them current and fit for purpose.

5 STATUTORY REQUIREMENTS

Local Government Act 1993



6 FINANCIAL IMPLICATIONS

There are no financial implications at the review stage.

7 RISK ISSUES

There is a risk that Policies are not relevant if not reviewed regularly.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

9 COMMUNITY CONSULTATION

Not applicable.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can accept, change or not accept the changes to the policies.

11 OFFICER'S COMMENTS/CONCLUSION

In the process of seeking approval for Council management of the Bishopsbourne cemetery some minor changes have been identified but are minor and do not change the intent of the policy.

12 ATTACHMENTS

1. Cemeteries - Review Feb 2024 [15.3.1 - 8 pages]



16 WORKS REPORTS

16.1 POLICY REVIEW: ON-SITE STORMWATER DETENTION

Responsible Officer: Leigh McCullagh, Works Manager
Report prepared by: Cameron Oakley, Engineering Supervisor

MINUTE NO. 24/070

DECISION

Cr Goss/Cr Adams

That Council endorse the amendments to the On-Site Stormwater Detention Policy.

Carried Unanimously

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Nil

RECOMMENDATION

That Council endorse the amendments to the On-Site Stormwater Detention Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek endorsement of the amended On-Site Stormwater Detention policy.

2 INTRODUCTION/BACKGROUND

The *Urban Drainage Act 2013* regulates the management of stormwater in urban areas, and it requires Council to maintain a suitable level of service. Council has acquired modelling of its urban areas to understand the risks and limitations associated with its existing urban stormwater systems. It is important to ensure that development within the municipality, particularly in those areas which have been identified as having stormwater systems with little or no capacity to accommodate increased runoff, do not adversely impact those downstream systems or properties.

On-site detention systems enable development, and the associated demands placed on stormwater systems, by temporary storing runoff and limiting the outflows impacting the public stormwater system. The purpose of this policy is to set a framework which clearly identifies how on-site stormwater detention will be assessed and enforced by the Northern Midlands Council, specifically for multiple dwelling developments. Detention requirements for subdivisions and for other specific areas, such as TransLink, will be assessed on a case-by-case basis or under the applicable Specific Area Plan.

Stormwater requirements for development, including those for on-site detention, can be implemented under the Tasmanian Planning Scheme and the Urban Drainage Act in parallel.

The policy adopted by Council in June 2019 has been amended.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

The Strategic Plan 2021-2027 provides the guidelines within which Council operates.



Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

1.3 Management is efficient, proactive and responsible

1.4 Improve community assets responsibly and sustainably

Progress: Economic health and wealth - grow and prosper

Strategic Project Delivery - Build Capacity for a Healthy Wealthy Future

Strategic outcomes:

2.1 Strategic, sustainable, infrastructure is progressive

People: Culture and society - a vibrant future that respects the past

Sense of Place - Sustain, Protect, Progress

Strategic outcomes:

3.2 Developments enhance existing cultural amenity

3.3 Public assets meet future lifestyle challenges

Place: Nurture our heritage environment

Environment - Cherish, Sustain our Landscapes and Preserve, Protect Our Built Heritage for Tomorrow

Strategic outcomes:

4.1 Cherish and sustain our landscape

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

This policy details the safeguards enforced by Council to ensure that stormwater runoff generated by new developments does not adversely impact downstream and surrounding properties for all storm events up to and including the 100-year Average Recurrence Interval (1% Annual Exceedance Probability) event.

5 STATUTORY REQUIREMENTS

- *Urban Drainage Act 2013*
- *Australian Rainfall and Runoff 2019*
- *State Stormwater Strategy 2010*
- *AS3500.3:2021 Plumbing and Drainage*
- *Tasmanian Stormwater Policy Guidance and Standards for Development 2021*

6 FINANCIAL IMPLICATIONS

There will be no direct financial impact to Council if this updated policy were to be endorsed.

7 RISK ISSUES

While Council's Works and Infrastructure Department can request detention with or without the policy, the policy provides a definitive framework with which developers can be informed of Council's requirements, and Council staff can refer to when assessing proposed detention solutions. In most situations it also provides developers with defined detention requirements, saving time and cost.

Adherence to the policy ensures that stormwater from multi-dwelling developments is controlled, so that excessive demands on the public stormwater and nuisance stormwater flooding between neighbouring properties is mitigated.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.



9 COMMUNITY CONSULTATION

Not applicable.

10 OPTIONS FOR COUNCIL TO CONSIDER

To endorse the amendments to the policy, or not.

11 OFFICER'S COMMENTS/CONCLUSION

The purpose of the policy is to provide clarity to developers and to protect property owners from stormwater inundation and reduce the strain on Council infrastructure.

12 ATTACHMENTS

1. On-site Stormwater Detention Policy review (002) [**16.1.1** - 4 pages]



17 ITEMS FOR THE CLOSED MEETING

MINUTE NO. 24/071

DECISION

Cr Adams/Deputy Mayor Lambert

That Council move into the "Closed Meeting" with the Corporate Services Manager, Works Manager, Executive Officer and Executive Assistant.

Carried Unanimously

RECOMMENDATION

That Council move into the "Closed Meeting" with the General Manager, Corporate Services Manager, Works Manager, Senior Planner and Executive Assistant to discuss Closed Council Items.

Item	Local Government (Meeting Procedures) Regulations 2015 Reference
Procedural Matters	15(2)(g)
Personnel Matters	15(2)(a)
Action Items: Status Report	15(2)(g)
Legal Matters	15(2)(i)
Personnel Matters	15(2)(a)
Administration Matter	15(2)(g)
Lease	15(2)(b)(d)(g)
Personnel Matters	15(2)(a)

Local Government (Meeting Procedures) Regulations 2015 - Part 2 - Meetings

- (a) *personnel matters, including complaints against an employee of the council and industrial relations matters;*
- (b) *information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business;*
- (c) *commercial information of a confidential nature that, if disclosed, is likely to -*
 - (i) *prejudice the commercial position of the person who supplied it; or*
 - (ii) *confer a commercial advantage on a competitor of the council; or*
 - (iii) *reveal a trade secret.*
- (d) *contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal;*
- (e) *the security of -*
 - (i) *the council, councillors and council staff; or*
 - (ii) *the property of the council.*
- (f) *proposals for the council to acquire land or an interest in land or for the disposal of land;*
- (g) *information of a personal and confidential nature or information provided to the council on the condition it is kept confidential;*
- (h) *applications by councillors for a leave of absence;*
- (i) *matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;*
- (j) *the personal hardship of any person who is a resident in, or is a ratepayer in, the relevant municipal area.*



17.1 CLOSED COUNCIL DECISIONS RELEASED

4.1 RELEASE OF CLOSED COUNCIL DECISION: MIN REF 282/15 (REFUSAL TO INITIATE DRAFT AMENDMENT 03/15)

MINUTE NO. 24/075

DECISION

Cr Adams/Cr McCullagh

That Council

- a) determines to release the entire 21 September 2015 report and minute resolution 282/15 to the public.
- b) in relation to this matter
 - i) consider whether any discussion, decision, report or document is kept confidential or released to the public; and
 - ii) determined to release the decision, report and documents to the public.

Carried Unanimously

4.2 MOTIVITY FITNESS PTY LTD REQUEST FOR RENTAL REPRIEVE

MINUTE NO. 24/077

DECISION

Cr Goss/Cr McCullagh

- a) That Council has determined to assist the new gym owners by providing a donation of an initial rent free period.
- b) That Council in relation to this matter
 - i) consider whether any discussion, decision, report or document is kept confidential or released to the public; and
 - ii) determined to release the decision only to the public.

Carried Unanimously



18 CLOSURE

Council **RESOLVED** to move out of the "Closed Meeting"; and Mayor Knowles closed the meeting at 7.55pm.

MAYOR _____ DATE _____