



**NORTHERN
MIDLANDS
COUNCIL**

AGENDA

ORDINARY MEETING OF COUNCIL

MONDAY, 20 MAY 2024

Des Jennings
GENERAL MANAGER



QUALIFIED PERSONS ADVICE

The *Local Government Act 1993* Section 65 provides as follows:

- (1) A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –
 - (a) the general manager certifies, in writing –
 - (i) that such advice was obtained; and
 - (ii) that the general manager took the advice into account in providing general advice to the council or council committee;
 - and
 - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.

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

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

LIVESTREAMING AND RECORDING OF COUNCIL MEETINGS

Ordinary and Special Council Meetings held in Council's Chambers at 13 Smith Street, Longford will be audio live streamed and recorded and made on the internet via Council's website www.nmc.tas.gov.au.

The recording will be uploaded to Council's website as soon as possible and no later than four business days after the Council meeting (not including the day of the meeting). A link to the streaming service and recording of meetings will be made available on Council's website for ease of access.

Closed Council Meetings will not be live streamed or recorded.

A copy of the recording of the meeting will be placed on Council's website as soon as practicable after the meeting, the Closed Council session of the meeting will be redacted.

Regulation 33(4) provides that "a Council may determine any other procedures relating to the audio recording of meetings it considers appropriate".

In addition to the Live Streaming Policy, Council is to audio record meetings to assist Council officers in the preparation of minutes of proceedings.

The provision for audio recording of Council meetings in this policy:

- only applies to formal Council meetings (ordinary meetings, special meetings and Annual General meetings);
- does not apply to closed sessions of Council;
- does not apply to Committees of Council;
- the recording will not replace written minutes and a transcript of the recording will not be prepared by Council;
- the recording may be used by Council staff to assist with the preparation of the minutes;
- the minutes of a meeting, once confirmed by Council, prevail over the audio recording of the meeting;

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

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

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


Des Jennings
GENERAL MANAGER



GUIDELINES FOR COUNCIL MEETINGS

EXPECTATIONS OF COUNCILLOR CONDUCT

- The *Code of Conduct for Elected Members Policy* sets out the standards of behaviour expected of Councillors with respect to all aspects of their role, including the following:
 - Councillors acknowledge the importance of high standards of behaviour in maintaining good governance and therefore agree to conduct themselves in accordance with the standards of behaviour set out in the Policy;
 - Councillors are to be respectful in their conduct, communication and relationships with members of the community, fellow Councillors and Council employees in a way which builds trust and confidence in Council;
 - Councillors' actions must not bring the Council or the office of a Councillor into disrepute;
 - Councillors must treat all persons fairly, must not cause any reasonable person offence or embarrassment, and must not bully or harass any person;
 - Councillors must listen to, and respect, the views of other Councillors in Council meetings, and endeavor to ensure that issues, not personalities, are the focus of debate;
 - Councillors must show respect when expressing personal views publicly and the personal conduct of a Councillor must not reflect, or have the potential to reflect, adversely on the reputation of the Council;
- Pursuant to section 28(3)(a) of the *Local Government Act 1993*, Councillors must not direct or attempt to direct an employee of the council in relation to the discharge of the employee's duties;
- Pursuant to section 40 of the *Local Government Act 1993*, the chairperson may suspend a councillor from part or all of the meeting if the councillor makes a personal reflection about another councillor or an employee of the council and refuses to apologise; or interjects repeatedly; or disrupts the meeting and disobeys a call to order by the chairperson.

MEETING CONDUCT

- People attending Council Meetings are expected to behave in an appropriate manner.
- The following is not acceptable:
 - Offensive or inappropriate behaviour;
 - Personal insults; and
 - Verbal abuse.
- Pursuant to section 41 of the *Local Government Act 1993*, it is an offence if a member of the public hinders or disrupts a council meeting.
- In the case of any inappropriate outburst or derogatory behaviour, an apology from the offending party or parties will be requested. Anyone at the meeting, if they feel offended in any way by any such behaviour specified above, should immediately bring the behaviour to the notice of the Chairperson by the way of a Point of Order.
- The Chairperson has the right to evict from a meeting any person who is not behaving to an appropriate standard.

PUBLIC QUESTIONS AND STATEMENTS

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

Public question time is to commence 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 at the Council Meeting.
- A person is entitled to ask no more than two questions on any specific subject. If a person has up to two questions on several subjects, the Mayor may defer those questions until other questions have been asked and refer back to that person only if time permits.
- Each speaker is limited to a maximum of 3 minutes.

REPRESENTATIONS ON PLANNING ITEMS

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

PETITIONS

Part 6, Division 1 of the *Local Government Act 1993* refers to the presentation of a petition to Council. Council is to treat any petition received in accordance with the provisions of the *Local Government Act 1993*.



NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE NORTHERN MIDLANDS COUNCIL WILL BE HELD ON MONDAY, 20 MAY 2024 AT 5.00 PM AT THE COUNCIL CHAMBERS, 13 SMITH STREET, LONGFORD


DES JENNINGS
GENERAL MANAGER
15 MAY 2024

4.00pm Councillor Workshop – closed to the public

5.30pm Public Questions & Statements

1 ATTENDANCE

PRESENT

In Attendance:

APOLOGIES



2 TABLE OF CONTENTS

Item	Page No.
1 ATTENDANCE	4
2 TABLE OF CONTENTS	5
3 ACKNOWLEDGEMENT OF COUNTRY	7
4 DECLARATIONS OF ANY PECUNIARY INTEREST OF A COUNCILLOR OR CLOSE ASSOCIATE	7
5 PROCEDURAL	8
5.1 Confirmation Of Council Meeting Minutes	8
5.2 Date Of Next Council Meeting	8
5.3 Code Of Conduct Panel	8
5.3.1 Determination Report: Local Government Act 1993 (Section 28ZJ)	8
6 COUNCIL COMMITTEES - CONFIRMATION OF MINUTES	9
7 COUNCIL COMMITTEES - RECOMMENDATIONS	10
7.1 Longford Local District Committee	10
7.1.1 Traffic Concerns: Wellington And Marlborough Streets	10
7.1.2 Landscaping Report: Longford Lawn Cemetery	10
7.2 Ross Local District Committee	11
7.2.1 Rubbish Bins: Review And Relocation	11
7.3 Bicycle Advisory Committee	12
7.3.1 Municipal Budget 2024/2025	12
8 INFORMATION ITEMS	13
8.1 Council Workshops/Meetings Held Since The Last Ordinary Meeting	13
8.2 Mayor's Activities Attended & Planned	13
8.3 General Manager's Activities	14
8.4 Petitions	15
8.5 Conferences & Seminars: Report On Attendance By Council Delegates	15
8.6 132 & 337 Certificates Issued	16
8.7 Animal Control	16
8.8 Environmental Health Services	17
8.9 Customer Request Receipts	18



8.10 Gifts & Donations (Under Section 77 Of The LGA)	18
8.11 Action Items: Council Minutes	19
8.12 Resource Sharing Summary: 01 July 2023 To 30 June 2024	28
8.13 Vandalism	28
8.14 Youth Program Update	29
8.15 Integrated Priority Projects & Strategic Plans Update	31
8.16 Tourism & Events And Heritage Highway Tourism Region Association (HHTRA) Update ...	33
8.17 Norfolk Plains History Committee.....	34
8.18 Installation Of	35
9 PUBLIC QUESTIONS AND STATEMENTS.....	36
10 COUNCIL ACTING AS A PLANNING AUTHORITY	38
11 PLANNING REPORTS.....	38
12 COUNCIL ACTING AS A PLANNING AUTHORITY: CESSATION.....	38
13 COMMUNITY & DEVELOPMENT REPORTS.....	39
13.1 Development Services: Monthly Report	39
13.2 Proposed Electric Vehicle Charging Station, Ross	46
13.3 Independent Living Units: Campbell Town And Evandale.....	50
13.4 Bell Bay Wind Farm: Major Project Proposal.....	52
14 GOVERNANCE REPORTS	55
14.1 Report On Notice Of Motion: Longford Town Hall Management Committee.....	55
14.2 Master Plan: Pioneer Park, Evandale	59
15 CORPORATE SERVICES REPORTS.....	62
15.1 Monthly Report: Financial Statement	62
16 WORKS REPORTS.....	68
16.1 Proposed Closure Of Part Of Youl Road	68
16.2 Veracity Of Stormwater System Management Plan And Major Works	72
17 ITEMS FOR THE CLOSED MEETING	78
18 CLOSURE	79



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

RECOMMENDATION

Council resolved to accept the following Declarations of Interest:

- Mayor Mary Knowles -
- Deputy Mayor Janet Lambert -
- Councillor Dick Adams -
- Councillor Alison Andrews -
- Councillor Richard Archer -
- Councillor Matthew Brooks -
- Councillor Richard Goss -
- Councillor Andrew McCullagh -
- Councillor Paul Terrett -

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

RECOMMENDATION

That the Open Council Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 22 April 2024, 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, 24 June 2024.

5.3 CODE OF CONDUCT PANEL

5.3.1 Determination Report: Local Government Act 1993 (Section 28ZJ)

Report Prepared by: Des Jennings, General Manager

In accordance with section 28ZK of the *Local Government Act 1993* (the Act) the Code of Conduct Panel has made its determination in relation to the complaint lodged by Councillor Paul Terrett against Councillor Alison Andrews. A copy of the Determination Report is attached.

As per section 28ZK (2) of the Act, copies have also been provided to the complainant, the councillor against whom the complaint was made, and to the Director of Local Government.

Section 28ZK (7) of the *Local Government Act 1993* requires that any person who receives a determination report must keep the determination report confidential until the report is included within an item on the agenda for a meeting of the relevant council.

In accordance with section 28ZK (4) of the Act, this Report is being tabled at the first meeting of the Council at which it is practicable to do so and which is open to the public.

ATTACHMENTS

Determination Report - Code of Conduct complaint - NMC - Cr Terret against Cr Andrews



6 COUNCIL COMMITTEES - CONFIRMATION OF MINUTES

RECOMMENDATION

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

Minutes of meetings of the following Committees are attached:

Date	Committee	Meeting
1 May 2024	Bicycle Advisory Committee	Ordinary
7 May 2024	Campbell Town District Forum	Ordinary
7 May 2024	Evandale Advisory Committee	Ordinary
7 May 2024	Ross Local District Committee	Ordinary
8 May 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 LONGFORD LOCAL DISTRICT COMMITTEE

At the ordinary meeting of the Longford Local District Committee held on 8th May 2024 the following motion/s were recorded for Council's consideration:

7.1.1 Traffic Concerns: Wellington And Marlborough Streets

Officer Recommendation:

That Council follows up with the Department of State Growth.

Committee Recommendation:

Committee requests that the NMC again contact the Minister and Department of State Growth for an update on the department's inaction.

Officer Comment:

Officer noted that: In the recent accident the concrete bollards functioned as they were designed to, they deflected the vehicle back onto the road, protected the building and also minimised vehicle damage and driver injury. If there had been pedestrians at the time they would also have been protected from serious injury.

LLDC notes with concern the increased traffic flow through Longford and the recent accident where a vehicle crashed into two of the concrete boxes at the Wellington and Marlborough Streets intersection.

Council has written to the Minister.

LLDC discussed the lengthy delay since community members met with Minister Michael Ferguson and Garry Hills DSG, onsite 9th March 2023, to discuss the safety concerns

regarding the large concrete planter boxes. The Minister gave his assurance at this meeting that an independent traffic study of the intersection would take place.

Further discussion re: recent accident where a vehicle collided with two of the boxes, dislodging steel fascia panels and chunks of concrete was strewn across the footpath and general area.

7.1.2 Landscaping Report: Longford Lawn Cemetery

Officer Recommendation:

That Council note the report.

Committee Recommendation:

The Council consider the LLDC May 2024 Report attached and action the LLDC proposal to improve landscaping and soften amenity at the Longford Lawn Cemetery.

Officer Comment:

Officer notes that this is an operational issue.



7.2 ROSS LOCAL DISTRICT COMMITTEE

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

7.2.1 Rubbish Bins: Review And Relocation

Officer Recommendation:

That Council officers remove the bin from the phone booth location.

Committee Recommendation:

That Council review the size and location of the new large bins and any further bin placement be discussed with the RLDC before their installation.

Officer Comment:

Council will remove one bin located near the phone booths. Officer has discussed the new rubbish removal service and is awaiting the arrival of a new compactor lifting truck.



7.3 BICYCLE ADVISORY COMMITTEE

At the ordinary meeting of the Bicycle Advisory Committee held on 1st May 2024 the following motion/s were recorded for Council's consideration:

7.3.1 Municipal Budget 2024/2025

Officer Recommendation:

That Council considers the Committees recommendations and allocates funds from the 2024/25 Municipal budget.

Committee Recommendation:

Council to include the following priorities in the 2024/2025 Municipal Budget

1. Mill Dam Accessibility
2. Breadalbane to Hobart Road shared pathway
3. Haggerstone Road shared pathway improvements
4. Bike Parking
5. Bicycle Strategy
6. Stormwater grating

Officer Comment:

That Council considers the Committees budget recommendations and allocates funds from the 2024/25 Municipal budget.



8 INFORMATION ITEMS

RECOMMENDATION

That Council acknowledge receipt of the compliant petition presented to Council by Mr Nick Moore on 10 May 2024, the petition is relative to *The Elimination of Nuisance Smoke Emitted from Perth Honey Factory Furnace*.

RECOMMENDATION

That the Open Council Information items be received.

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
29 April 2024	Special Council Workshop Presentations <ul style="list-style-type: none"> Longford Expansion Strategy TEER Partnership and the Regional Waste Strategy Discussion included: <ul style="list-style-type: none"> Planning Matters
29 April 2024	Council Workshop Presentations <ul style="list-style-type: none"> REMPPLAN TasWater Discussion included: <ul style="list-style-type: none"> 2024/2025 Municipal Budget
20 May 2024	Council Workshop Discussion: <ul style="list-style-type: none"> Council Meeting Agenda items
	Council Meeting

8.2 MAYOR'S ACTIVITIES ATTENDED & PLANNED

Mayor's Activities Attended & Planned for the period 18 April to 15 May 2024 are as follows:

Date	Activity
18 April 2024	Attended meeting with Brian Mitchell, Longford
19 April 2024	Attended Evandale surgery meet and greet morning tea
19 April 2024	Attended meeting with Hon Consul for Timor Leste Dr Nitin Vermer, Mountford Berries
19 April 2024	Welcomed Vanuatu High Commissioner and dignitaries at Islander event, Cressy Hall
20 April 2024	Attended Rossarden Landcare Working Bee, Rossarden
22 April 2024	Attended meeting with Senator Tammy Tyrrell, Longford
22 April 2024	Attended Workshop and Council Meeting, Longford
23 April 2024	Attended Avoca Museum and Information Centre, Working Bee prior to Anzac Day, Avoca



Date	Activity
24 April 2024	Attended meeting with Council Officers, Longford
25 April 2024	Attended Ross ANZAC Day Dawn Service, Ross
25 April 2024	Attended meeting with Steve Martin, Campbell Town
25 April 2024	Officiated at the ANZAC Day Service, Avoca
26 April 2024	Meeting with General Manager, Longford
29 April 2024	Attended Northern Tasmania Development Corporation, Bell Bay Impact Brief Workshop, Launceston
29 April 2024	Attended Executive Meeting, Longford
29 April 2024	Attended NMC Workshop, Longford
1 May 2024	Attended meeting with resident, Longford
1 May 2024	Attended local protest meeting and TV interview, Longford
1 May 2024	Attended LGAT General Management Committee meeting, Launceston
1 May 2024	Attended Tasmanian Land Conservancy Weeping Tree screening, Launceston
2 May 2024	Attended online meeting with Senator Carol Brown, Longford
2 May 2024	Attended ABC radio interview, Evandale
6 May 2024	Attended meeting with Senator Wendy Askew, Longford
6 May 2024	Attended LGAT online Learning & Development Framework session, Longford
6 May 2024	Attended meeting for Road Safety Park opening, Longford
6 May 2024	Attended Council Workshop, Longford
7 May 2024	Attended LGAT Health and Wellbeing Teams meeting, Gipps Creek
8 May 2024	Attended Morven Park Management AGM and General Meeting, Evandale
11 May 2024	Officiated at the Park and Roll, Road Safety Park opening, Longford
11 May 2024	Guest Speaker at the Mother's Day High Tea Baptist Church Hall, Perth
13 May 2024	Attended NTDC meeting via zoom, Gipps Creek
14 May 2024	Attended Campbell Town District Forum: Tourist Park Community Consultation, Campbell Town
15 May 2024	Attended LGAT Well-Being Framework Workshop online, Gipps Creek
	Attended to emails and phone calls

8.3 GENERAL MANAGER'S ACTIVITIES

General Manager's Activities Attended & Planned for the period 14 April to 15 May are as follows:

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

Date	Activity
17 April	Municipal Bus Tour
18 April	Met with Brian Mitchell, Federal Labor Member for Lyons
19 April	Attended lunch at Mountford Berries hosted for the visiting Honorary Consul for Timor Leste Dr. Nitin Vermer and the Tasmanian Consul Corps
22 April	Attended Council Workshop and Meeting
29 April	Attended Special Council Workshop
30 April	Attended Northern Tasmania Development Corporation (NTDC) board and team dinner
2 May	Met with Senator Carol Brown, Labor Senator for Tasmania, Assistant Minister for Infrastructure and Transport
6 May	Met with Senator Wendy Askew Liberal Senator for Tasmania, Chief Opposition Whip in the Senate
6 May	Attended Council Workshop
7 May	Met with Nick Waldron, Round Table



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.

The Elimination of Nuisance Smoke Emitted from Perth Honey Factory Furnace

A petition initiated by Mr Nick Moore was received by Council on 10 May 2024, the petition is relative to **The Elimination of Nuisance Smoke Emitted from Perth Honey Factory Furnace** and is compliant having met the provision of the *Local Government Act 1993*, Part 6 - Petitions, polls and public meetings, S57:

It is noted that there are a total of 72 signatories to the petition.

ATTACHMENTS

1. Petition - Smoke from Honey Factory [8.4.1 - 8 pages]

8.5 CONFERENCES & SEMINARS: REPORT ON ATTENDANCE BY COUNCIL DELEGATES

No reports relating to attendance at Conferences and Seminars have been received.



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–
- 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;
 - any amount received on account of rates that is held in credit against future liabilities for rates in relation to the land; and
 - the amount of any charge on the land recoverable by the council.

S337. Council land information certificate

- 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.
- 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.
- A certificate under [subsection \(2\)](#) relates only to information that the council has on record as at the date of issue of the certificate.
- A prescribed fee is payable in respect of the issue of a certificate.
- 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.
- A council does not incur any liability in respect of any information provided in good faith from sources external to the council.
- 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.
- If the general manager agrees to a request under [subsection \(5\)](#) or [\(7\)](#), the general manager may impose any reasonable charges and costs incurred.
- In this section –
land includes –
 - any buildings and other structures permanently fixed to land; and
 - land covered with water; and
 - water covering land; and
 - 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	39	130	64			699	763	995
337	23	34	29	41	34	19	19	31	55	32			317	391	530

8.7 ANIMAL CONTROL

Prepared by: Maree Bricknell, Corporate Services Manager

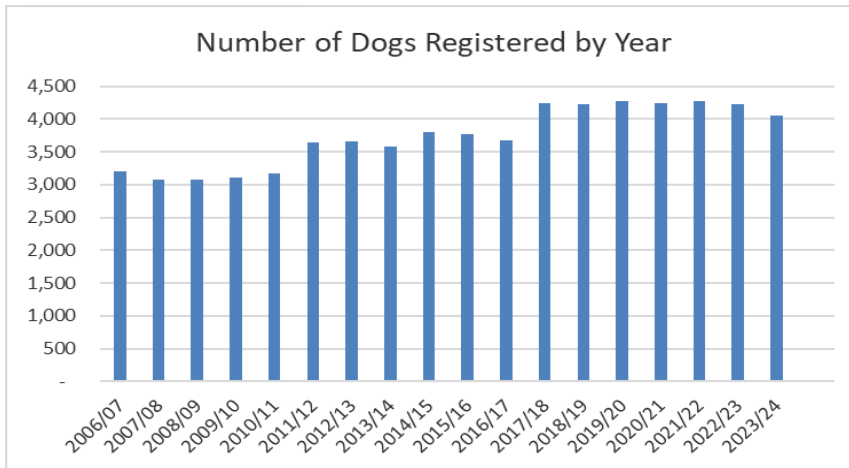
Item	Income/Issues 2022/2023		Income/Issues for March 2024		Income/Issues year to date 2023/2024	
	No.	\$	No.	\$	No.	\$
Dogs Registered	4,229	\$108,313	21	\$704	4,061	\$107,195
Dogs Impounded	44	\$3,545			7	\$1,110
Euthanised	2				2	
Re-claimed	36				5	
Re-homed/Dogs Home	6					
New Kennel Applications	10	\$745			5	\$936
Renewed Kennel Licences	83	\$3,818			82	\$3,844
Infringement Notices (paid in full)	53	\$9,465	3	\$585	87	\$18,692
Legal Action						
Livestock Impounded						
TOTAL		\$125,886		\$1,289		\$131,777

Audits:

Ongoing including Dangerous Dogs, Kennel Licences, Fire Hazards.

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	114/ 231	10	15	25	17	15	10	4	5	6	7		
Routine Mobile/Market stall Food Inspections	20	5	2	6	4	2	1	0	0	0	0		
Preliminary Site Visits – Licensed Premises	1	0	1	0	0	0	0	0	0	0	0		
On-site wastewater Assessments	43	4	5	4	3	5	6	7	5	4	5		
Complaints/Enquiries – All Types	744	67	75	72	68	73	69	75	84	126	119		
Place of Assembly approvals	5	0	0	1	1	1	1	1	1	0	0		
Notifiable Diseases	9	1	1	2	3	1	0	0	0	0	1		

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	43	4	3	4	3	2	5	3	5	10	4		
Building & Planning	17	77	52	28	9	6	2	1	1	1	3	1	1	3		
Community Services	26	54	44	52	5	2	4	1	7	13	7	3	8	2		
Corporate Services	13	48	23	26	2	5	4	-	2	5	2	2	3	1		
Governance	6	15	21	15	2	-	1	-	2	2	3	-	2	3		
Waste	1	12	11	10	-	4	-	-	-	-	1	3	2	-		
Works	352	368	352	354	31	27	28	50	52	16	25	24	67	34		

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-23	Charlotte McLennan	Education Bursary - 2nd instalment	\$1,000.00
6-Dec-23	Jessica Hutton	Education Bursary - 2nd instalment	\$1,000.00
6-Dec-23	Riley Flood	Education Bursary - 2 nd instalment	\$1,000.00
17-Jan-24	Dylan Copolov	Education Bursary - 1 st instalment	\$1,000.00
17-Jan-24	Breeanna Farrell	Education Bursary - 1 st instalment	\$1,000.00
24-Dec-24	Isacc Chapman	Education Bursary - 1 st instalment	\$1,000.00
15-Feb-24	Oliver Walker	Education Bursary - 1 st instalment	\$1,000.00
20-Mar-24	Emily Bowerman	Education Bursary - 1 st instalment	\$1,000.00
27-Mar-24	K Hovington	Donation - Australian Track and Field Championships	\$100.00
		TOTAL	\$12,950.00



8.11 ACTION ITEMS: COUNCIL MINUTES

Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
16/10/2023	7 3.2	Request to place a Public Shower at the Memorial Hall	Completed	That Council investigate the need for a public shower within Longford and if appropriate, including a suitable location by way of a future report to Council; and that Helping Hand and other community groups be included in the discussions.	Executive & Communications Officer, Project Officer	22/01/2024 Executive Assistant Report to January 2024 Council meeting.
20/11/2023	5 3.3	Notice of Motion: Longford Town Hall Committee	Completed	That Council Officer's prepare a report on the notice of motion to be presented to a future Council Meeting.	Executive Assistant, Executive Officer, Executive Officer	24/01/2024 Executive Assistant Matter to be progressed. 12/02/2024 Executive Officer Report to be presented to March 2024 Council meeting. 07/03/2024 Executive Officer Report delayed due to staffing resources and competing priorities. Report to be presented to a future Council meeting. 13/05/2024 Executive Assistant Report to Council.
20/11/2023	7 3.5	Provision of Public Shower Facility at Charles Berryman Reserve	Completed	That the future provision of public shower facilities at the Charles Berryman Reserve in Perth be considered as part of the investigation currently underway; advice to be provided to the Committee.	Project & Building Compliance Manager, Project Officer	14/02/2024 Executive Assistant Report to be prepared in conjunction with 14.2 (facility for the Northern Midlands)
19/02/2024	7 1.1	Footpaths for New Developments	Completed	That Council note the recommendation - Committee request: NMC to urgently look at footpaths to service new developments in William, East, Pedder and Bedford Streets.	Corporate Services Manager, Executive & Communications Officer, Works Manager	12/03/2024 Executive Assistant To be considered as part of the footpath replacement program.
19/02/2024	13.2	Policy Review: Public Open Space Contribution	Completed	Please action as per resolution.	Executive Assistant, Project Officer	27/02/2024 Project Officer Policy provided for update.
19/02/2024	7 1.2	Roadworks: West Street	Completed	That Council note the recommendation - Committee request: West Street from High Street to Pedder Street needs to be remade.	Executive & Communications Officer, Works Manager	07/03/2024 Executive Assistant Advice received from Boral of their commitment to complete the repairs. Estimated completion is end of April 2024. 11/04/2024 Executive & Communications Officer Committee advised and works advisory uploaded to FaceBook
18/03/2024	7 1.3	Blackburn Park	Completed	That it be noted that Council Officers are preparing a report for Council's consideration.	Executive & Communications Officer, Project & Building Compliance Manager	13/05/2024 Executive & Communications Officer Committee notified awaiting report
18/03/2024	7 1.2	Closure of West Street	Completed	That the Campbell Town District Forum be advised that West Street will remain open, has adequate signage and is still serviceable. There is a commitment to complete the repairs by the end of May 2024.	Executive & Communications Officer	30/04/2024 Executive & Communications Officer Emailed to LDC in Agenda
18/03/2024	7 2.2	Honeysuckle Banks Dump Point	Completed	That the Committee's request is noted by Council, and the Evandale Advisory	Executive & Communications Officer	13/05/2024 Executive & Communications Officer Committee Advised awaiting report.



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
				Committee be advised that the Development Application for the dump point is anticipated to be lodged in April 2024 and of Council's actions in relation to excrement at the location.		
18/03/2024	7 2.1	Pioneer Park Master Plan Update	Completed	That the Committee's request is noted by Council, and the Evandale Advisory Committee be consulted prior to the Master Plan being finalised.	Executive & Communications Officer	13/05/2024 Executive & Communications Officer Committee to be advised
18/03/2024	7 2.3	Pioneer Park Toilets	Completed	That the Evandale Advisory Committee's request be noted by Council, and Officer's provide the Committee with advice as to Council's project planning process.	Executive & Communications Officer	30/04/2024 Executive & Communications Officer Updates emailed to LDC committee members and Pioneer Park toilets included on the Municipal Bus Tour.
18/03/2024	14.4	Review of Local District Committee Structure	Completed	That a) Council accept and endorse the further proposed changes to the Local District Committee Memorandum of Understanding as attached; and b) the Memorandum of Understanding be sent to the Local District Committee's for information; and c) this Memorandum of Understanding be effective from the commencement of the 2024-2026 membership term of Local District Committees.	Executive Assistant, Executive Officer	22/03/2024 Executive Officer Advice of Council's decision provided to Local District Committee's, along with advice of the advertisement process (shortly to commence) for 2024-2026 terms. 16/04/2024 Executive Assistant Documentation being finalised for formal advertising. Online application forms and MOU's available on website. 26/04/2024 Executive Assistant MOU's uploaded to website. Applications sought for membership term 2024-26 advertised in the Courier, Examiner, website and Facebook. Applications to be received by 10 June to be included in 24 June 2024 Council meeting report.
18/03/2024	15.3	St Giles Rates Matter: 9 Nevin Street, Rossarden	Completed	That Council immediately commence the process to sell the property known as 9 Nevin Street at Rossarden for unpaid rates under section 137 of the LGA; and refund the amount of rates paid by St Giles.	Corporate Services Manager	14/05/2024 Executive Assistant Process commenced.
22/04/2024	7 4.2	Clean Up Australia Day	Completed	That Council encourages and promotes the involvement of the community in the Clean Up Australia Event on an annual basis, through its media articles, website and on social media.	Executive & Communications Officer	13/05/2024 Executive & Communications Officer Diarised for future action
22/04/2024	7 2.1	Irrigation System Maintenance: Pioneer Park	Completed	That Council note the recommendation of the Committee and Council officers conduct regular checks on the irrigation systems in Pioneer Park.	Executive & Communications Officer, Works Manager	13/05/2024 Executive & Communications Officer Committee Advised
22/04/2024	7 4.4	John Stagg seat	Completed	That Council include the repositioning of the John Stagg seat located at the William Street Reserve in the	Executive Assistant	26/04/2024 Executive Assistant Work completed.



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
22/04/2024	14.1	Local Community Strategies	Completed	works schedule. That Council a) endorse the first five local community strategies; and b) update the strategies post the adoption of annual budgets; and c) release the strategies for public display and implementation.	General Manager, Project Officer	26/04/2024 Executive Assistant Amendments made to timing of strategic projects, to be promoted on Council website and facebook. Progress on strategic projects to be reported in Annual Report. 06/05/2024 Project Officer The strategies have been finalised and released for public display and implementation 13/05/2024 Executive Assistant Access to Council's Community Strategies available on Council's website and facebook.
22/04/2024	15.6	Longford Memorial Hall Fees and Charges	Completed	It is recommended that Council approve the new fee structure for the Longford Memorial Hall.	Corporate Services Manager	13/05/2024 Executive Assistant Fee structure implemented.
22/04/2024	15.5	Nomenclature, Naming of New Road: Western Junction - Ansett Loop	Completed	It is recommended that Council approve the developer's preferred name 'Ansett Loop' at TRANSlink, Western Junction.	Administration / Records Management Officer, Corporate Services Manager	13/05/2024 Executive Assistant Request submitted to Place Names Tasmania.
22/04/2024	15.3	Nomenclature, Naming of Private Roads: Campbell Town - Eclipse Close, St Lukes Way and Unity Loop	Completed	It is recommended that Council approve the private road names in Campbell Town: a) Eclipse Close created in development at 7a William Street, and b) for the development at 10 William Street i) St Lukes Way for stage 1, and ii) Unity Loop for stage 2.	Administration / Records Management Officer, Corporate Services Manager	13/05/2024 Executive Assistant Request submitted to Place Names Tasmania.
22/04/2024	15.2	Nomenclature, Naming of Private Roads: Longford - Kertch Close and Mayfred Close	Completed	That Council approves the private road names in Longford: a) Kertch Close for the development at 47 Marlborough Street; and b) Mayfred Close for the shared road in the subdivision at 7 Cracroft Street (and confirm the correct spelling of the name).	Administration / Records Management Officer, Corporate Services Manager	13/05/2024 Executive Assistant Request submitted to Place Names Tasmania.
22/04/2024	15.4	Nomenclature: Renaming Part of Portugal Street Ross	Completed	It is recommended that Council approve Colbeck Street as the new street name of the eastern end of Portugal Street, Ross.	Administration / Records Management Officer, Corporate Services Manager	13/05/2024 Executive Assistant Request submitted to Place Names Tasmania.
22/04/2024	5 3.1	Notice of Motion: Waste Disposal Voucher System	Completed	Notice of Motion - That Council consider the introduction of a waste disposal voucher scheme, and this be incorporated as part of the 2024/2025 Budget deliberations.	Corporate Services Manager	14/05/2024 Executive Assistant Budget report.
22/04/2024	13.2	Proposed Electric Vehicle Charging Station, Ross	Completed	That the matter be held over to the next meeting.	Senior Planner	26/04/2024 Senior Planner Report to be presented to April 2024 Council meeting. 06/05/2024 Senior Planner Additional information sought and to be presented to Council meeting of 20 May 2024. 13/05/2024 Executive Assistant Report to Council.



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
22/04/2024	14.2	Proposed Junior Soccer Field at the Perth Recreation Ground	Completed	That Council note the report and approve the allocation of \$91,855 from Capital Works in the 2024 -2025 Council Budget towards the development of a junior soccer field at the Perth Recreation Ground.	Corporate Services Manager, Project Officer	27/04/2024 Project Officer Service Agreement awaited from State Government 06/05/2024 Project Officer The funding agreement is awaited from the State Government.
29/01/2024	14.3	Australian Local Government Association (ALGA) - 2024 General Assembly of Local Government: Call for Motions and Conference Attendance	Completed	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.	Executive Officer	12/02/2024 Executive Officer Motions being prepared. Due for submission 29 March 2024. 16/04/2024 Executive Assistant Date for submission of motions extended to 29 April 2024. 24/05/2024 Executive Assistant Motions submitted.
18/03/2024	16.1	Parking in Coachmans Road and Saddlers Court, Evandale	Completed	That Council conduct consultation with residents of Coachmans Road and Saddlers Court to further consider parking restrictions on Sundays.	Engineering Officer, Works Manager	25/03/2024 Executive Assistant Letter sent to residents seeking feedback. 12/04/2024 Engineering Officer Letters were sent to residents requesting a response before April 12 to the proposal to install parking signage. Five responses were received in favour of the proposal and one against. 14/05/2024 Executive Assistant Signage to be installed, Agenda information item and included in Courier article.
18/03/2024	14.2	Communities for Walkability: Evandale Report	Completed	That Council a) identify report recommendations and in particular, the recommendation relating to street furniture and footpath replacements for incorporation in the 2024/2025 budget for consideration.	Corporate Services Manager, Project Officer	25/03/2024 Project Officer Council officers are identifying and costing items from the Walkability Report recommendations for inclusion in the 2024/2025 Council budget deliberations
22/04/2024	5 3.2	Notice of Motion: Longford Urban Design Project	Completed	Notice of Motion: A) That Council acknowledge that the Longford Urban Design Project Community Development Grant funding must be spent in its entirety by 30 June 2025 or the unexpended portion of the funds will be required to be returned to the funding body. B) That Council endorse the allocation of \$1,393,628 of the Longford Urban Design Project Community Development Grant to the development of a shared pathway from Longford Village Green to the Mill Dam boundary only on Council	Project & Building Compliance Manager, Project Officer	29/04/2024 Project Officer Grant Agreement Variation being prepared in collaboration with the Funding Body



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
				land and other works identified below: i) Footpath along Village Green on Lyttleton Street, from Wellington Street to Latour Street, Longford; ii) Footpath along the old levee bank, from intersection with Latour Street to Union Street, Longford; iii) Footpath along Union Street from old levee along Union Street to the Railway Bridge, inclusive of a ramp; iv) Improvements to the dog park, inclusive of tables/benches and shelter; v) Installation of the Longford Bridge pillars along with interpretive signage; vi) Installation of security fencing along the northern boundary of the dog park and railway line to the rivers edge. * With the works to be completed by 30 May 2025 to allow time for the final report to be submitted by end May 2025.		
19/02/2024	5 3.2	Notice of Motion: South Esk River Parklands, Perth	Completed	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.	Corporate Services Manager, Engineering Officer, Project & Building Compliance Manager	12/03/2024 Executive Assistant Correspondence sent to MAST seeking comment. 12/04/2024 Engineering Officer Feedback has been received from MAST regarding a suitable location for a boat ramp and Council officers are preparing a budget allocation and considering suitable designs 09/05/2024 Engineering Officer Budget allocation prepared for consideration by Council.
19/02/2024	7 2.1	Pioneer Park Upgrade	Completed	That Council note the request - Committee request: That the Evandale Advisory Committee be consulted on the Pioneer Park Master Plan before finalisation of the Plan.	Executive & Communications Officer, Project & Building Compliance Manager, Works Manager	13/03/2024 Executive Assistant Consultation to be arranged with Committee. 14/05/2024 Executive Assistant 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. Report to Council.
18/03/2024	7 4.2	Access for Cyclist to the Mill Dam & Tannery Straight Area	Completed	That Officers investigate the recommendation and report back to Council and the Committee.	Project & Building Compliance Manager, Works Manager	14/05/2024 Project & Building Compliance Manager Motion to Council re budget wish list.
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	Engineering Officer, General Manager, Works Manager	23/03/2023 Executive Assistant Meeting arranged with Garry Hills, Dept. of State Growth. 17/04/2023 Engineering Officer 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 Engineering Officer Garry Hills from the Department of State Growth has



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
				intersection and the traffic flows in the centre of Longford.		advised that they are in the process of organising and independent report on the safety of the intersection 15/06/2023 Executive Assistant 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 Executive Assistant Subject to available funding, DSG have advised they have an in-principle agreement in place to review the works. 10/08/2023 Engineering Officer Council officers 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 Executive Assistant Further correspondence sent to General Manager of State Roads requesting update and timeline for review. 26/10/2023 Engineering Officer Awaiting response from Department of State Growth 13/11/2023 Engineering Officer Awaiting response from State Growth 01/12/2023 Engineering Officer Awaiting response from Department of State Growth 1/12/23 14/02/2024 Executive Assistant Letter sent to Minister. 13/05/2024 Executive Assistant Meeting scheduled with the General Manager of State Roads.
21/08/2023	7 1.2	CTDF Recommendation: Community Notice Board - 1 August 2023	In progress	That Council investigate options and costs of the construction and installation of a community notice board at Valentines Park, in Campbell Town.	Works Manager	28/09/2023 Executive Assistant Works Manager to attend CTDF meeting on 3 October to discuss further with Committee. 04/12/2023 Executive Assistant Location to be identified. 07/03/2024 Executive Assistant Location has been identified. Previous community board ordered was cancelled by the supplier. New board to be ordered with alternate supplier. 13/05/2024 Executive Assistant Committee currently reviewing options.
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.	Executive Assistant, Executive Officer, Executive Officer	12/09/2023 Executive Assistant Meeting set for discussion on master plan for the precinct. 11/10/2023 Executive Assistant Design requested, plan awaited. 14/02/2024 Executive Assistant Plan received. To be listed for Council Workshop. 07/03/2024 Executive Officer Matter considered by Councillors at Workshop Monday 4 March 2023. Further concept plan to be prepared and presented back to the Councillors for endorsement prior to public consultation. 30/04/2024 Executive Officer Matter to be further presented to Councillors at a workshop after July 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.	Executive Assistant, General Manager	24/01/2024 Executive Assistant Awaiting completion of review.
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.	Engineering Officer, Tourism & Events Officer	05/12/2023 Executive Assistant Investigation to commence early 2024. 12/04/2024 Engineering Officer DSG have requested that Council review all Longford entrance signs as part of the proposal to install town signage in the Longford roundabout. Discussion with DSG around Longford entrance signage have commenced. 09/05/2024 Engineering Officer DSG has raised concerns about sight lines and the safety of the structure if impacted by a vehicle. The design is currently being reviewed by an



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
						engineering consultant.
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.	Corporate Services Manager, People & Culture Business Partner	29/11/2023 People & Culture Business Partner Quotes being sourced from consultants. 14/02/2024 Executive Assistant Officer preparing Workforce Plan. 13/05/2024 Executive Assistant Report to June 2024 Council meeting.
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.	Executive Officer, Executive Officer	12/02/2024 Executive Officer Report to be presented to March 2024 meeting. 07/03/2024 Executive Officer Report delayed due to staffing resources and competing priorities. Report to be presented to a future Council meeting.
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.	Executive Officer, Executive Officer	31/01/2024 Executive Officer Report is being prepared, to be presented to a future Council meeting. 07/03/2024 Executive Officer Report delayed due to staffing resources and competing priorities. Report to be presented to a future Council meeting.
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.	Project & Building Compliance Manager, Works Manager	14/02/2024 Executive Assistant Report to be prepared.
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.	Executive Assistant, Project Officer	13/03/2024 Executive Assistant Report to be prepared.
19/02/2024	7 3.2	Bike Path Extension	In progress	That Council requests an update from the Department of State Growth on the matter and provides advice to the Committee. Committee request: 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.	Engineering Officer, Executive & Communications Officer	13/03/2024 Executive Assistant Officer to contact the Department of State Growth as election has been called. 13/03/2024 Engineering Officer Council Officer has contacted Vanessa King, manager project delivery at the Department of State Growth and requested an update on this project. Awaiting response. 12/04/2024 Engineering Officer Response received from Luke Middleton of the Department of State Growth. The general manager has written to the Department of State Growth after receiving this response and advised that Council will continue to lobby for this path to be constructed as part of the Illawarra upgrade works to be carried out by the Department of State Growth. 09/05/2024 Engineering Officer Awaiting further information from the Department of State Growth 13/05/2024 Executive & Communications Officer Awaiting further information
19/02/2024	14.2	Campbell Town	In	That Council: a) release the	Project Officer	13/03/2024 Executive Assistant Presentation to be



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
		Tourist Park	progress	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.		arranged. 13/05/2024 Executive Assistant Presentation to Campbell Town District Forum and Community held 14 May 2024.
19/02/2024	7 2.4	Dump Point at Honeysuckle Banks	In progress	That Council note the motion - Committee request: That the Evandale Advisory Committee be provided with an update re the progress of the proposed Dump Point and Toilet Block at Honeysuckle Banks.	Executive & Communications Officer, Works Manager	07/03/2024 Executive Assistant DA to be lodged. Evandale Advisory Committee to be advised, and provided with a copy once lodged. 13/05/2024 Executive & Communications Officer Committee advised awaiting report
19/02/2024	7 4.3	Mural Maintenance	In progress	That Council officers undertake a review of costs related to the installation and maintenance of murals. Committee request: 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.	Executive Assistant, Works Manager	23/02/2024 Executive Assistant Advice provided to PLDC Chair. 07/03/2024 Executive Assistant Mural artist contacted for budgeting information, awaiting response.
19/02/2024	7 3.1	Reduction in Speed Limit	In progress	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 request: 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.	Engineering Officer, Executive & Communications Officer	12/03/2024 Executive Assistant Letter sent to Minister. 09/05/2024 Engineering Officer Awaiting response from minister 13/05/2024 Executive & Communications Officer Committee notified. Awaiting response from Minister
18/03/2024	7 1.4	Campbell Town Tourist Park	In progress	That Council Officers present to the Campbell Town District Forum on the proposed Campbell Town Tourist Park.	Executive & Communications Officer, Project Officer	25/03/2024 Project Officer The consultant who prepared the feasibility assessment re the tourist park is to present to a forthcoming Campbell Town District Forum, prior to the plan going our for broader community consultation. 30/04/2024 Executive & Communications Officer Community Consultation advertising and promotion on FB page, Council



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
						website and community newsletters
18/03/2024	15.2	Conara Park Proposal	In progress	That Council accept the ownership and control of the State Growth land known as Conara Park for community purposes and restrict vehicular access to the site including the playground area.	Corporate Services Manager	14/05/2024 Executive Assistant Awaiting transfer documents from Department of State Growth.
18/03/2024	7 5.1	Devon Hills Neighbourhood Watch and Residents' Committee: Basketball Court	In progress	That the Works Manager meet with the Devon Hills Neighbourhood Watch and Residents Committee at a future date to discuss the Committee's concerns, and that the final decision on the installation of a basketball court in Devon Hills will be a Council decision based on the Officer's recommendation, and the Devon Hills Neighbourhood Watch and Residents Committee be advised of this.	Works Manager	13/05/2024 Executive Assistant Funding streams to be identified.
18/03/2024	7 3.2	Speed Limit Change: Illawarra Road	In progress	That Council request Department of State Growth to reduce the speed limit from 100km/h to 90 km/h from the start of Bishopsbourne Road to the municipal boundary on Illawarra Road to bring it in line with the other section of Illawarra Road from Bishopsbourne Road to the intersection of the Perth interchange.	Engineering Officer, Executive & Communications Officer	16/04/2024 Executive Assistant Letter drafted to be sent. 16/04/2024 Executive Assistant Committee advised of Council decision. 2024-05-14 Executive Assistant Letter sent 18 April 2024.
22/04/2024	7 1.1	Overnight Camping	In progress	That Council officers investigate suitable sites which could be declared free overnight rest areas in accordance with Council's policy in Avoca.	Executive Assistant, Works Manager	26/04/2024 Executive Assistant Investigation commenced, report to June Council meeting. 13/05/2024 Executive Assistant Investigation in progress, Recreational Vehicles: Development and Management of Facilities (Overnight Camping) Policy is due for review by December 2024, amendment to made to free overnight rest areas to allow for site to be identified at Avoca.
22/04/2024	7 3.1	Pedestrian Crossing Wellington and Marlborough Streets	In progress	That Council note the concerns raised by the Local District Committee and consider the relocation/installation of a refuge in the vicinity of the library in future budget deliberations.	Executive & Communications Officer, General Manager, Works Manager	13/05/2024 Executive & Communications Officer Committee advised 14/05/2024 Executive Assistant Matter under consideration.
22/04/2024	5 3.3	Notice of Motion: Waste Transfer Sites Signage	In progress	Notice of Motion: To upgrade and install display boards at the entrance of every waste transfer station in the Northern Midlands Council area to ensure all fees and information associated with each site is clearly set out for	Engineering Officer	2024-05-14 Executive Assistant Currently signs are located near the site office at each site. When new prices determined, corflute signs to be ordered and placed on the fence at all sites.



Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
				residents and ratepayers to access before entering the site.		
22/04/2024	7 4.5	Toilet Signage	In progress	That Council 1. move the Talisker Street toilet sign closer to the road; and 2. install 24-hour toilet signage on all toilets in Perth that are open 24 hours a day.	Engineering Officer, Works Manager	2024-05-14 Executive Assistant Sign has been moved closer to the road. 24 hour toilet signs on order to be installed when received.
18/03/2024	7 4.1	Stormwater Infrastructure: Identification and Reporting of Issues	In progress	That Council officers investigate the matter and report to Council.	Project & Building Compliance Manager, Works Manager	14/05/2024 Project & Building Compliance Manager Officer investigating.
22/04/2024	7 5.1	Ross Community Sports Club Management Committee: Memorial for Sue Kay	On hold	That the Works Manager discuss with the Committee and the husband of Sue Kay as to a suitable memorial.	Executive Officer, Works Manager	26/04/2024 Executive Officer RCSC advised of Council's decision and that the Works Manager will contact them to discuss further. 13/05/2024 Executive Assistant The Works Manager met with Sue Kay's widow. Mr Kay to provide advice in due course.

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

Resource Sharing Summary 1/7/23 to 30/6/24 As at 30/4/2024	Units Billed	Amount Billed GST Exclusive \$
Meander Valley Council		
Service Provided by NMC to MVC		
Street Sweeping Plant Operator Wages and Oncosts	292	18,242
Street Sweeper - Plant Hire Hours	292	20,086
Total Services Provided by NMC to Meander Valley Council		38,328
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	292	38,328
Total Net		38,328
Private Works and Council Funded Works for External Organisations	Hours	Amount \$
Works Department Private Works Carried Out	350	20,408
	350	20,408

8.13 VANDALISM

Prepared by: Jonathan Galbraith, Engineering Officer

Incident	Location	Estimated Cost of Damages		
		April 2024	Total to Date 2023/24	Total 2022/23
Damage to waste transfer Station Gate	Evandale	\$ 3,000		
Graffiti Recreation ground	Cressy	\$ 800		
Graffiti at Ware Memorial oval	Campbell Town	\$ 1,000		
Vandalism at skate park toilets	Longford	\$ 500		
TOTAL COST VANDALISM		\$ 5,300	\$ 26,600	\$ 18,600



8.14 YOUTH PROGRAM UPDATE

Prepared by: *Natalie Dell, Youth Officer*

PCYC Program

Active Northern Midlands Youth- Campbell Town and Cressy

Previously held during 2020-2023 thanks to a grant with Healthy Tasmania and catering for 2907 attendees. PCYC are offering this program at Campbell Town District High School and Cressy District High School, offering games and activities that encourage physical and mental wellbeing. Young people can choose the activities they engage in.

Session Venue	Date of Session	Attendance	Comment
Campbell Town			
	2/4	60	
	9/4	65	
Cressy			
	3/4	55	

PCYC Program- Mobile Activity Centre (MAC)- Perth and Evandale

The PCYC team offers free weekly activities in Perth and Evandale with the MAC trailer. The MAC trailer is an 'outreach' of PCYC operations, extending recreational opportunities to communities. The games offer a large variety and have a lot of input from the young people. Up to 20 young people join in on the program with a focus on social inclusion, group challenges and leadership development. Attendance for the month of March as follows:

Session Venue	Date of Session	Attendance	Comment
Perth			
	4/4	10	
	11/4	10	
Evandale			
	3/4	10	
	10/4	8	

Free2B Girls Program- Longford and Campbell Town

Free2b Girls Longford numbers have had a significant increase and currently at maximum attendance numbers. Offering a welcoming and supportive environment where girls can build positive relationships, foster friendships, and thrive in a positive space, the group operates under the guidelines of safety, tolerance, and respect.

Attendance for the month of March as follows:

Session Venue	Date of Session	Attendance	Comment
Campbell Town			
			Recommencing in May
Longford			
			Recommencing in May

Meetings/Programs

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

Youth Fitness Program Longford:

Working with Motivity Fitness on an upcoming Youth Fitness program to be offered in Longford. Free for young people to participate. Offering opportunities for young people to participate in activities that support their health and wellbeing, removing financial barriers accessing the program. This program will be trialed in Term 2.

Park and Roll:

Supporting the upcoming Park and Roll event to open the Longford Road Safety Park with National Road Safety Week, Launceston PCYC will be providing free games and activities with their Mobile Activity Centre trailer.



ReLink Program – Perth:

Providing opportunities for young people to participate in activities that support health and wellbeing. Young people have the opportunity to suggest ideas for activities they would like to participate in. Activities directly offered from young people's suggestions include: Fishing, Dance and Pickleball. ReLink develops programs to meet the needs of the community to deliver better physical health, mental health and greater social inclusion for those who take part.

Breakfast Club- Cressy:

The Cressy Breakfast program has been further developed liaising with the School Chaplain and Youth Officer, to provide freely available Breakfast items for 40+ students. The School has identified several young people who will benefit from participating in the cooking program. The program helps address students' health, well-being, and food security. The program provides nearly double the numbers of previous years. This program is being extremely well received by the students and School.

Quote from students:

'The best part about all of it is that I get come and help, and I get to cook with Gabi' Year 3 student.

'My favourite part of my week, I get to cook and learn so many things- I often then make these recipes at home'. Student

'This activity is so beneficial for the student in my class that regularly participates. This is an alternative educational program and the teaching of life skills in a calm and supportive environment is exactly what the student needs and enjoys and is directly linked to her individual educational plan goals for the year.' Teacher, CDHS.

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. Previous Schools include Longford Primary School, Cressy District High School and Campbell Town District High School. All Schools are encouraged to apply.

Milo Club Perth:

In conjunction with Catholic Care, supporting the social wellbeing Milo Club. Offering Social Inclusion for young people, activities that support their mental wellbeing and improving access to services.

Branching Out Longford:

Offering from Free2b Girls and will be recommencing in 2024 alongside the Free2b Groups. It's a small group initiative that offers a chance to connect, explore and have fun. Aimed at girls aged Grade 8-10, new people are welcome. The program was introduced in 2023 and feedback has been excellent from participants and families on the positive outcomes. The group is held in Longford weekly.

Rhythms- Perth:

Supporting Catholic Care in the delivery of Rhythm to Recover program at Perth Primary School- improving access to services and programs. Rhythm2Recovery delivers therapeutic programs and professional development, that utilize fun and engaging rhythmic musical activities to support social and emotional development. Sessions can explore various themes/topics including Bullying awareness & prevention, social & emotional learning, health & wellbeing amongst others.

Breakfast Club support:

Rotary Longford has provided financial assistance to Campbell Town District High School to expand their offerings of Breakfast, approximately 50+ students are accessing Breakfast Club each session. Youth Officer worked with Salvation Army to provide further support to Evandale Primary and Campbell Town District High Schools breakfast club, including donation of new toasters. Further support as requested.

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 focusing on communication, teamwork, personal values and leadership development. Excellent feedback provided from previous students on the 'engaging, interactive, fun and worthwhile' sessions. This offering is open to all Schools.

Party Safe:

Working with the School Nurse at Cressy District High School to plan a Party Safe program for students. Party Safe programs help to educate, empower, and equip students with information, choices and challenges around safe partying behaviors. A range of service providers will be invited to share information with students.



Youth Mental Health First Aid:

The Y offers a Youth Mental Health First Aid course, working with Cressy District High School and The Y to offer students the opportunity to participate in the training. Young people will learn how to identify signs of distress, offer initial help, and contribute to a more compassionate and mentally resilient community. The Y's programs are open to all Schools.

8.15 INTEGRATED PRIORITY PROJECTS & STRATEGIC PLANS UPDATE

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

CURRENT AT 6 MAY 2024

INTEGRATED PRIORITY PROJECTS PLAN:

Project		Status	Budget 2023-24	\$	Scheduled	
1 Progress: Economic health and wealth - grow and prosper						
Foundation Projects						
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. Federal funding must be expended by 30 June 2025 at the latest. Funds proposed for streetscape upgrade approved for reallocation to the Longford-Mill Dam shared pathway at the April 2024 Council Meeting.	1,793,628	
		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, Practical Completion
4.1	<i>Longford Memorial Hall Upgrade</i>	Gov	Work progressing: milestone report to activate second grant instalment submitted and approved	Federal Govt Election Commitment 2019; Local Roads and Community Infrastructure allocation confirmed	3,109,479	Complete – hand over now undertaken except for the BBQ shelter replacement & Toilet refurb
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. Funding secure and funding agreement being finalised.. 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. Funding agreement being negotiated.
Enabling Projects						
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	No allocation 2023-2024, staff resources only to support grant funding applications.		Not scheduled at this stage.



Project		Status	Budget 2023-24	\$	Scheduled
			development of a master plan.		
5.3	<i>Campbell Town – Town Hall Sale or Lease</i>	Gov	Agent appointed – all offers to be presented to Council.		TPC decision received 5 April 2024 approving the draft amendment. 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 Symmons Plains Race Track.
5.3	<i>Power Undergrounding in Evandale, Longford & Perth</i>	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	<i>Subdivisions (several – Cressy, Evandale, Longford & Perth)</i>	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	<i>Recreation Ground Upgrades)</i>	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	<i>Swimming Pool Upgrades (several)</i>	Gov	Covering of Campbell Town & Cressy Swimming Pools Included in NMC Priority Projects document.	No allocation 2023-24 staff resources only.	- Not scheduled at this stage.
		Gov	Cressy: Solar system replacement Ross: Pool operation to continue (as per the current funding model) whilst structurally/operationally safe to do so.	Allocation 2023-24 Budget allocation 2023-24 towards WHS issues.	50,000 Completed prior to season opening.
5.2	<i>Shared Pathways</i>	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. Outcome awaited,	Design stage. Nominated as a Project of Regional Priority .
4 Place: Nurture our heritage environment					
Foundation Projects					
4.2	<i>Perth South Esk River Parklands</i>	Gov	Building Better Regions Fund grant secured towards the extension of the	Footbridge and pathways completed. Acquittal report	Completed.



Project		Status	Budget 2023-24	\$	Scheduled
			walkway, installation of footbridge and BBQ. Included in NMC Priority Projects document.		approved by funding body.
4.3	Sheepwash Creek Corridor & Open Space	Gov	Grants secured for major new/improved infrastructure. Included in NMC Priority Projects document.	3,700,000	Commonwealth Government Disaster Ready funding successfully sought.
4.5	Municipal Tree Planting Program		Annual program being implemented. Included in NMC Priority Projects document.	100,000	Budget allocation 2023-2024. Ongoing.
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. Agreement for Council to take control of Park, and improve as funds permit.
5.3	Redevelop Bartholomew Park Cressy	Gov	Liaising with Local District Committee to establish/prepare plans for upgrade.	100,000	Budget allocation 2023/2024. 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, and Active Infrastructure grant (\$70,000) secured for the junior soccer field at Perth.
- Laycock Street Park LRCI funding allocation approved – work underway.
- Ross Men’s Shed Extension: Grant Agreement signed. First progress report submitted April 2024.
- Napoleon Street Park – application submitted for Open Spaces Grant Round Two – outcome awaited.
- 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 nearing completion.
- Ross Recreation Ground: applications submitted for upgrade of the clubroom changerooms, and development of a junior practice facility and storage shed. Outcomes awaited.
- New Australian Grants Program ‘Play Our Way Program – More Opportunities for Women and Girls in Sport: application submitted April 2024 for funds for a soccer field at the Longford Recreation Ground. Outcome awaited.

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

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

Tourism update:

- Events:
 - 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.
 - Share electronic flyers for upcoming events to the statewide Yellow i Visitor Information network, and the five visitor centres in the Northern Midlands for display on their boards and counters, and to the HHTRA Management Group to share with relevant local communities, businesses, notice boards etc.
 - Liaise with Longford Local District Committee members re Town Club Signage.
 - Liaise with Avoca representatives re updating of building interpretation plaques.
- Northern Midlands Visitor Centres Group:
 - Disseminate information from TVIN.
 - Source and distribute various tourism brochures.
 - Disseminate updates from emergency alert agencies, DSG roadworks updates, etc.



- Industry, Interpretation, Other Projects:
 - Work with author of South Esk River birds interpretation board.
 - Updating information on map sign at the Train Park.
 - Voices from the Graves performances – assist to promote for Tourism Tasmania’s 2024 Off-Season campaign.

HHTRA update:

- Attend workshop on 10.4.24.
- Ongoing marketing activities include website blog posts and social media. HHTRA outsource digital marketing activities and webpage maintenance to Destination Southern Tasmania. The services provided include social media management, blog content writing, and reporting. The program includes blog and linked social media gallery, facebook and Instagram original posts, moderation and engagement. Ensuring the social profiles remain visible, repurposing content related to the Heritage Highway region, monitoring the #midlandstasmania.
- Administrative tasks.

8.17 NORFOLK PLAINS HISTORY COMMITTEE

Prepared by: Gail Eacher, Executive Assistant

The Norfolk Plains History Committee was established as a sub-committee of the Longford Local District Committee in 2023. The inaugural meeting of the sub-committee was held on 23 May 2023.

Council has received the following notice from the Secretary of the Norfolk Plains History Committee:

I am writing to you on behalf of the Norfolk Plains History Committee which is, as you know, is a sub committee of the Longford Local District Committee and, therefore, also of the Northern Midlands Council.

We have talked in the past about the committee's desire to eventually become an independent history society to better build a local history collection and make it accessible to the community and the general public.

We have just become incorporated as the Longford-Norfolk Plains History Society so at our last meeting last week, we voted to dissolve the history committee to move on into our new role.

This is to officially advise you of the move and also to thank you and the Council for your tremendous support in our endeavours to move the Norfolk Plains National Trust Collection home to Longford from Clarendon.

It is safely ensconced on the top floor of the Longford Library waiting to be curated and for work to start on building a new, expanded local history collection alongside it, thanks to the generosity of the Council in making the space available.

We have advised the Longford Local District Committee about our latest actions and plans and supplied them with the minutes from the last meeting of the history committee.

I have also had discussions with Council Corporate Services Manager Maree Bricknell for a lease agreement between Council and the new history society going forwards.

Please pass on the committee's grateful thanks to those who have made all that has happened so far, possible.

And thank you Des.

The group of volunteers that make up the society are enthusiastic about building the society into something that will be of benefit and interest to the community.

We hope you will soon see evidence of that.

The minutes of the final meeting of the sub-committee are attached for information.

Preparation of a licence agreement with the Longford-Norfolk Plains History Society Inc is progressing.

ATTACHMENTS

1. MINUTES LAST MEETING Norfolk Plains History Committee April 10 [8.17.1 - 1 page]



8.18 INSTALLATION OF "NO PARKING ON SUNDAYS" SIGNAGE IN COACHMANS ROAD AND SADDLERS COURT EVANDALE

Prepared by: Jonathan Galbraith

Coachmans Road is located opposite Falls Park, where the Evandale market is held on a Sunday and the on-street parking in the area is used by members of the public who attend the market, there are also a number of cul-de-sacs which run off Coachmans Road and people also park in these areas. Two of these Cul de Sacs – Hartnoll Place and Berresford Place have had "No Parking on Sundays Signage" on one side of the road for a number of years.

Following recent requests from residents for the existing "No parking on Sundays signage" area to be extended. Council wrote to all residents on Coachman's Lane and Saddlers Court in March 2024 and requested feedback on installing signage on the western side of Coachman's Road and the southern side of Saddlers Court.

Five responses were received by email all of which were either strongly supportive or somewhat supportive of the proposal, and there were no responses against the proposal.

Based on this feedback Council Officers will progress the installation of signage in this area.

ATTACHMENTS

Nil



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

Questions on notice have been received from:

Mr Stewart Lowe, Acton Park (submitted to Council on 9 May 2024)

Question 1:

Can Council please confirm that the Gipps Creek Road remains open in its entirety i.e. from where Council has placed a NMC road sign (as stated at last Council meeting) at its branch from Kingston Road to its junction with Storys Creek Road where there is another NMC sign.

Answer (Des Jennings – General Manager)

The Gipps Creek Road comprises of predominantly forestry roads (Council maintains approximately 3.8km of the eastern end of Gipps Creek Road, in a north-westerly direction from where Gipps Creek Road intersects with Storys Creek Road), private land ownership, Crown Land Reserve Roads running through a number of private properties and ends at the property boundary for 'Kingston', but does not travel through the Kingston property.

Any Reserve Roads are a matter for Crown to deal with, it is Council's understanding that affected property owners can obtain access on the Reserve Roads via a licence agreement with Crown Law directly. Council has no jurisdiction over the granting of such licence agreements.

According to the LIST it appears that there are currently no Crown licences over the Kingston property titles (as evidenced in the attached plan).

Question 2:

Can Council please confirm that the Cart Gully Track is the only offshoot of the Gipps Creek (User) Road that has been closed by Council under section 14 of the Local Government (Highways) Act 1982.

Answer (Des Jennings – General Manager)

Plan attached for reference.



Answer provided previously at the 18 March 2024 Council meeting.

In 2004 a report was presented to Council at the 9 February 2004 meeting which resolved (Minute resolution 044/04) that the Council, in respect to an application by RAC Cameron to close a local highway known as Cart Gully Track existing across 'Kingston', Deddington, resolves to close the said road in accordance with section 14 of the Local Government (Highways) Act 1982 subject to the Council receiving disbursements for advertising (2 x \$110) and a processing fee of \$235.

On 29 June 2004 Council wrote to the Property Officer (North) Crown Land Services, as well as affected property owners, advising of the closure.

The General Manager has provided the following advice in relation to the matter of Gipps Creek Road access:

The Section 31 of the *Local Government (Meeting Procedures) Regulations 2015* make provision for a council to refuse questions:

31. Public question time

...

(4) A question by any member of the public under this regulation and an answer to that question are not to be debated at the ordinary council meeting.

(5) The chairperson of an ordinary council meeting may –

(a) refuse to accept a question from a member of the public; or

(b) require a question from a member of the public asked without notice to be put on notice and in writing to be answered at a later ordinary council meeting.

(6) If the chairperson of an ordinary council meeting refuses to accept a question from a member of the public, the chairperson is to give reasons for doing so.

(7) A council is to determine any other procedures to be followed in respect of public question time at an ordinary council meeting.

...

Questions which are similar in nature which relate to the same matter have been asked and answered on several occasions previously; advice has been provided that this is a matter for the Crown.

In essence, the questions relate to property access and Crown licences. Matters relating to Reserve Roads are within the domain of the Crown; it is Council's understanding that affected property owners can make application to obtain access on the Reserve Roads via a licence agreement with Crown Law directly. Council has no jurisdiction over the granting of such licence agreements.

It is Council's view that this matter has now been investigated fully, a plan of the road in question is attached for reference.

This matter is now considered closed.

ATTACHMENTS

Gipps Creek Road Plan



10 COUNCIL ACTING AS A PLANNING AUTHORITY

No action required.

11 PLANNING REPORTS

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

12 COUNCIL ACTING AS A PLANNING AUTHORITY: CESSATION



13 COMMUNITY & DEVELOPMENT REPORTS

13.1 DEVELOPMENT SERVICES: MONTHLY REPORT

Responsible Officer: Des Jennings, General Manager

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.

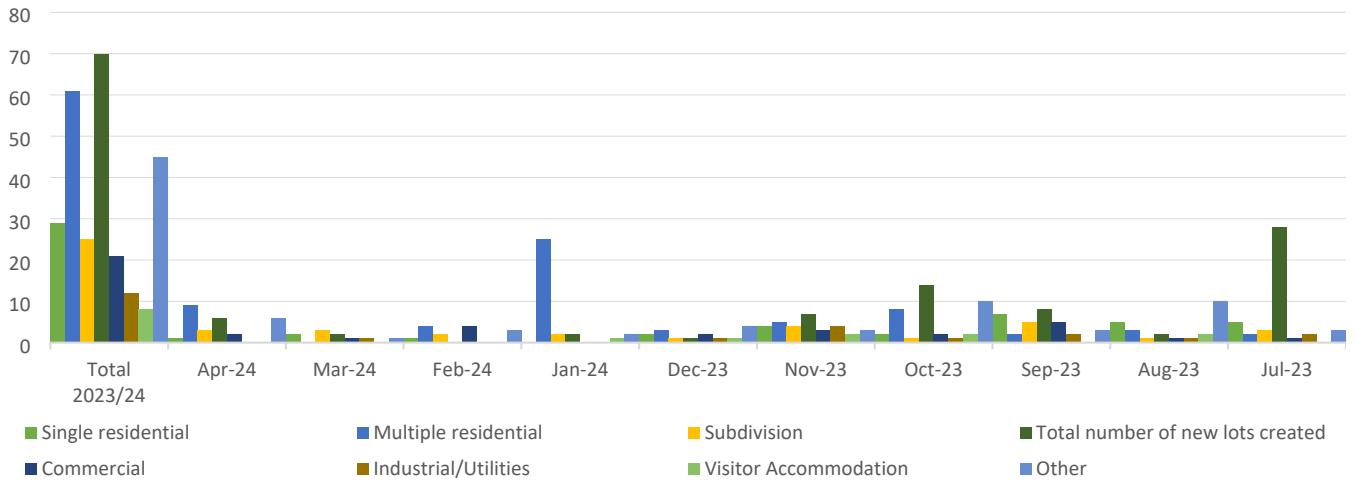
2 DEVELOPMENT SERVICES REPORTING

2.1 Planning Decisions

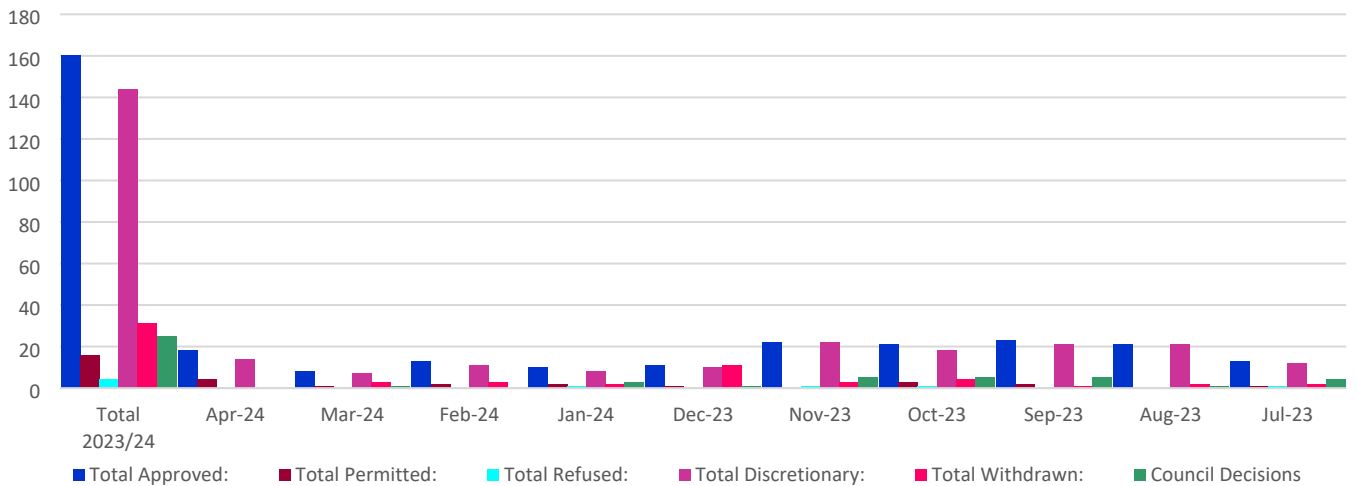
	2021/20 22	2022/ 2023	Total YTD	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Number of valid applications	254	195	94	16	13	11	12	7	3	8	5	7	12		
Applications on STOP for further information				66	62	53	59	31	30	50	42	46	40		
Single residential	36	48	29	5	5	7	2	4	2	0	1	2	1		
Multiple residential	92	31	61	2	3	2	8	5	3	25	4	0	9		
Subdivision	37	34	25	3	1	5	1	4	1	2	2	3	3		
Total number of new lots created	91	203	70	28	2	8	14	7	1	2	0	2	6		
Commercial	37	27	21	1	1	5	2	3	2	0	4	1	2		
Industrial/Utilities	30	12	12	2	1	2	1	4	1	0	0	1	0		
Visitor Accommodation	10	8	8	0	2	0	2	2	1	1	0	0	0		
Total permitted	0	1	0	0	0	0	0	0	0	0	0	0	0		
Total discretionary	10	7	8	0	2	0	2	2	1	1	0	0	0		
Other (includes all residential development on existing dwellings [alterations/ additions, sheds, solar, fences, pools etc.])	99	85	45	3	10	3	10	3	4	2	3	1	6		
Total No. Applications Approved:	273	228	160	13	21	23	21	22	11	10	13	8	18		
Total Permitted:	36	33	16	1	0	2	3	0	1	2	2	1	4		
Average Days for Permitted	17.25	11	15	22	-	13	11		5	27	9	22	10		
Days allowed for approval by LUPAA	28	28	28	28	28	28	28	28	28	28	28	28	28		
Total Exempt under IPS:	84	83	78	23	2	4	16	7	4	6	8	4	4		
Total Refused:	16	5	4	1	0	0	1	1	0	1	0	0	0		
Total Discretionary:	239	198	144	12	21	21	18	22	10	8	11	7	14		
Average Days for Discretionary:	37.33	33.3	32.5	32	30	32	32	35	28	41	33	35	27		
Days allowed for approval under LUPAA:	42	42	42	42	42	42	42	42	42	42	42	42	42		
Total Withdrawn:	20	39	31	2	2	1	4	3	11	2	3	3	0		
Council Decisions	41	36	25	4	1	5	5	5	1	3	0	1	0		
Appeals lodged by the Applicant	9	6	2	0	0	0	1	0	0	1	0	0	0		
Appeals lodged by third party	1	2	0	0	0	0	0	0	0	0	0	0	0		



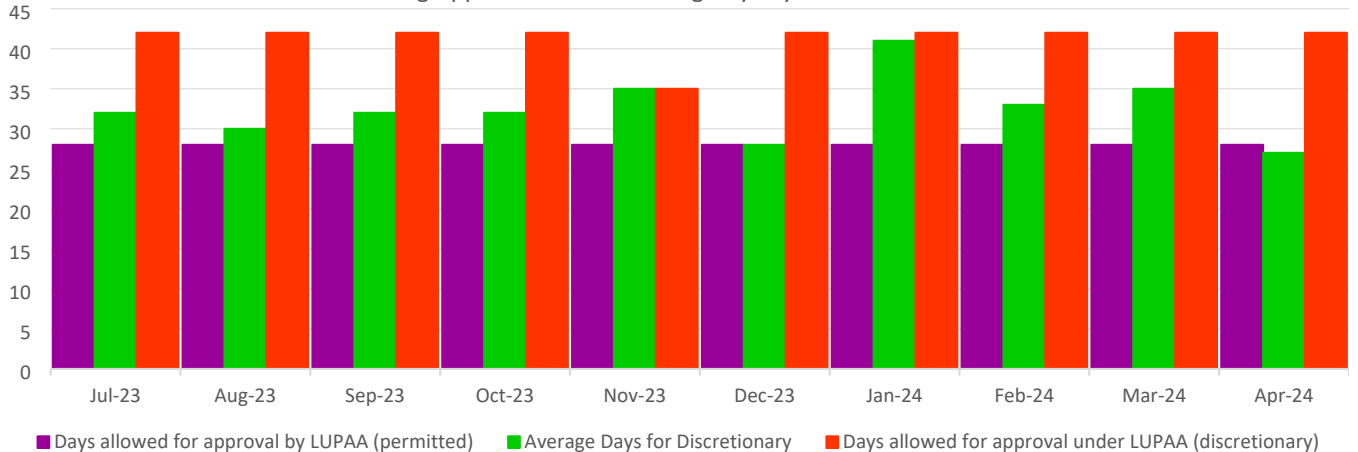
Type of Applications - year to date



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-22-0101 - 1	Multiple Dwellings x 3 (1 Existing, 2 New)	20 Lewis Street, Longford TAS 7301	Design to Live	5	A
PLN-22-0188 - 1	4 Lot Subdivision, crossovers and stormwater main	274 Perth Mill Road and Perth Mill Road road reserve, Perth TAS 7300	Woolcott Surveys	29	A
PLN-23-0026 - 1	4 Lot Subdivision	32 Youl Road (works within CT179586/6 & CT32733/8), Perth TAS 7300	Woolcott Surveys	12	A
PLN-23-0038 - 1	Multiple Dwellings - 1 Existing, 2 New	37 Catherine Street, Longford TAS 7301	J Medwin	36	A
PLN-23-0102	5 lot subdivision / adjustment of boundary and 5 new	17 Franklin Street and 5A Bedford Street (&	Prime Design	42	D

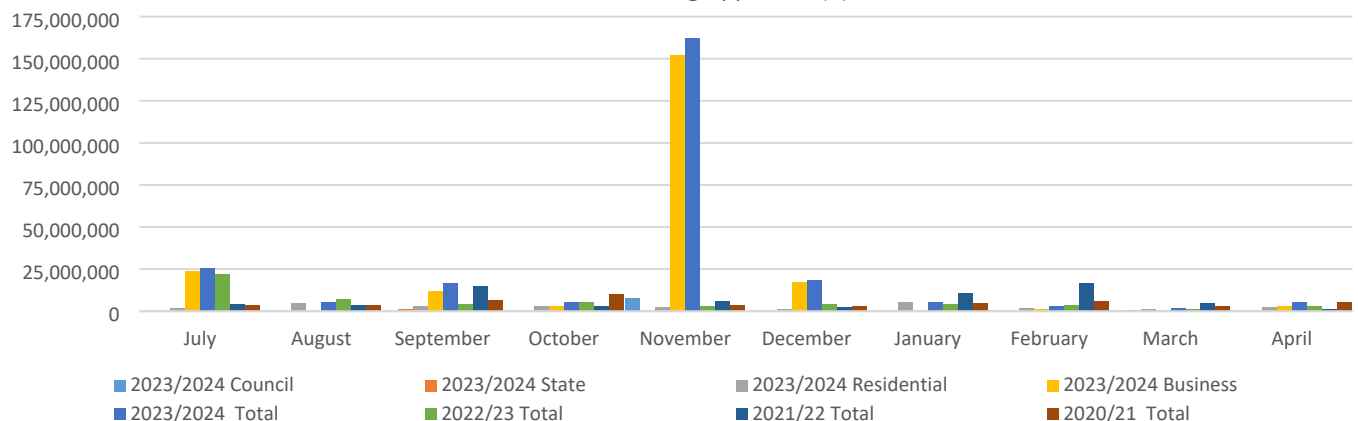


Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
	dwellings	works within Franklin St and Bedford St road reservations), Campbell Town TAS 7210			
PLN-23-0218	Shed Alterations and Extension	15 Johns Street, Western Junction TAS 7212	Collective Consulting Pty Ltd	42	D
PLN-23-0219	Single Dwelling	3A Laycock Street, Longford TAS 7301	Wilson Homes	39	D
PLN-24-0002	4 Lot Subdivision from 2 Lots	Valley View & Boston Manor, 1 & 3 Saundridge Road, Cressy TAS 7302	Woolcott Surveys	42	D
PLN-24-0023	Outbuilding (gazebo)	66 Bulwer Street, Longford TAS 7301	S McCall	38	D
PLN-24-0029	Alterations and Additions to Dwelling, New Outbuildings	187 Pateena Road, Longford TAS 7301	Design to Live	31	D
PLN-24-0032	Roof addition, storage & demolition	129 Evandale Road, Western Junction TAS 7212	Theresa Hatton	29	D
PLN-24-0034	Multiple Dwellings 2	32 Catherine Street, Longford TAS 7301	BVZ Designs	41	D
PLN-24-0035	Extension to existing storage building	1-3 Barclay Street, Evandale TAS 7212	David Swann	33	D
PLN-24-0036	Multiple Dwellings x 2	110 Wellington Street, Longford TAS 7301	6ty° Pty Ltd	41	D
PLN-24-0038	Outbuilding Addition (storeroom/office) and Shipping Container	2137 Bishopsbourne Road, Longford TAS 7301	T Beaumont	28	P
PLN-24-0045	Boundary Adjustment	3 Dalness Road, Evandale TAS 7212	Woolcott Surveys	2	P
PLN-24-0055	Outbuilding (Carport) 6x7x3	935 Pateena Road, Longford TAS 7301	T Binns	1	P
PLN-24-0057	Deck and Pergola	1517 Bishopsbourne Road, Longford TAS 7301	L Miller	9	P
COUNCIL DECISIONS					
COUNCIL DECISIONS - REFUSAL					
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
February	5,000	200,000	1,690,000	1,015,000	2,910,000	3,551,367	16,541,550	5,788,780
March	0	260,000	1,210,000	25,000	1,495,000	1,238,500	4,459,000	2,914,596
April	0	0	2,027,340	3,114,000	5,141,340	3,186,222	942,860	5,068,500
YTD Total	7,850,000	1,760,000	26,898,879	211,764,000	248,272,879	54,840,360	65,538,489	42,277,942
Annual Total						76,384,582	91,715,427	64,878,708

Value of Planning Approvals (\$)





2.3 Matters Awaiting Decision by TASCAT & TPC

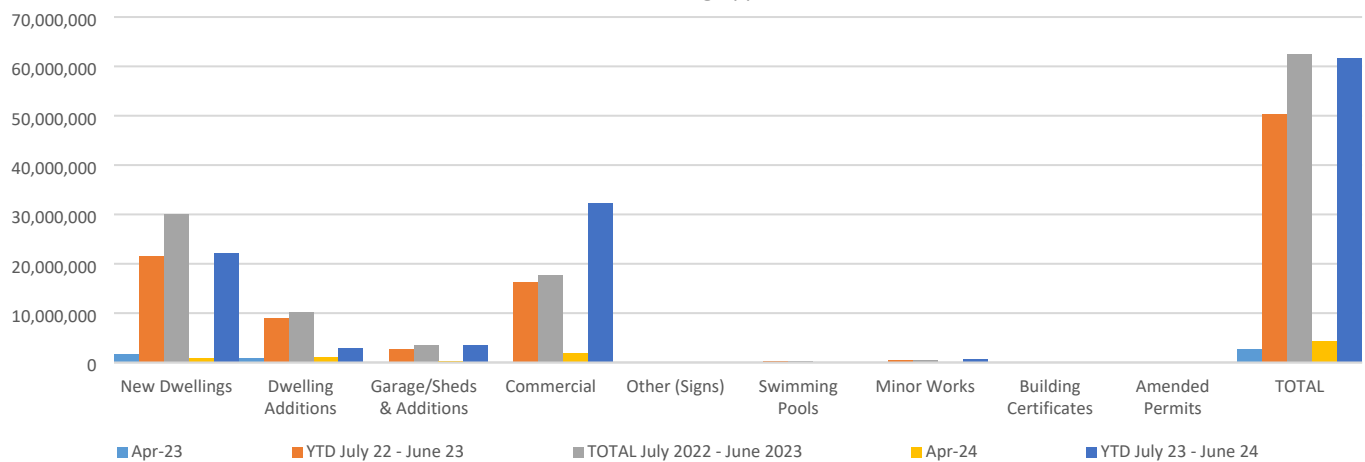
TASCAT		TASMANIAN CIVIL AND ADMINISTRATIVE TRIBUNAL	
PLN-23-0086	Appeal P2023/122. 26A Tannery Road, appeal against Council's refusal of application for 24 hour vehicle fuel sales. Preliminary conference held 13 November 2023. Mediation being undertaken. Hearing set for 8 March 2024 adjourned. TASCAT adjourned the hearing with a teleconference held on 1 March 2024. Hearing listed for 6 June 2024.		
Decisions received			
PLN-23-0210	Appeal P2024/15. 7 Bedford Street, Campbell Town. Appeal against Council's refusal of an application for 5 multiple dwellings. Preliminary conference held 23 February 2024. Consent agreement replacing Council's refusal with an approval. Permit issued 24/4/2024.		
TPC		TASMANIAN PLANNING COMMISSION	
PLN-24-0016	Draft Amendment 13/2024 to apply the flood-prone area overlay to the Planning Scheme maps at Perth, Campbell Town and Ross. Report on representations to be presented to a future Council meeting.		
Decisions received			
-	-		

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.

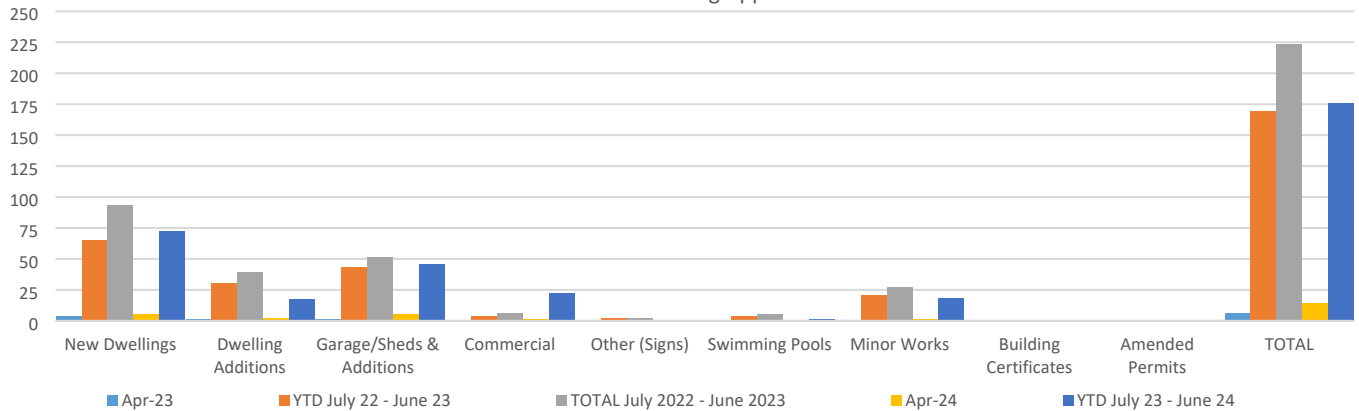
	YEAR: 2022-2023				YEAR: 2023-2024					
	Apr 2024		YTD 2022-2023		July 2022 - June 2023		Apr 2024		YTD 2023-2024	
	No.	Total Value	No.	No.	No.	Total Value	No.	Total Value	No.	No.
	\$				\$		\$			
New Dwellings	4	1,760,000	65	21,522,005	93	30,059,415	5	844,400	72	22,153,896
Dwelling Additions	1	980,000	30	9,021,630	39	10,252,722	2	1,126,000	17	2,866,400
Garage/Sheds & Additions	1	55,000	43	2,807,957	51	3,583,957	5	279,990	46	3,484,824
Commercial	0	0	4	16,317,000	6	17,742,000	1	2,000,000	22	32,395,214
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	1	89,000
Minor Works	0	0	21	397,368	27	481,351	1	45,000	18	670,314
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	6	2,795,000	169	50,444,905	223	62,577,140	14	4,295,390	176	61,659,648
Inspections										
Building	1		10		10		0		4	
Plumbing	18		235		280		43		356	

Value of Building Approvals





Number 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 Compliance Reviews	This Month	2023/2024	Total 2022/2023
Number of Inspections	7	49	79
Property owner not home or only recently started			
Complying with all conditions / signed off	2	9	1
Not complying with all conditions			
Re-inspection required	5	34	64
Notice of Intention to Issue Enforcement Notice			5
Enforcement Notices issued			1
Infringement Notice Issued			
No Further Action Required		6	14
Building / Plumbing Permit Compliance Reviews	This Month	2023/2024	Total 2022/2023
Number of Inspections	37	61	29
Property owner not home or only recently started			
Complying with all conditions / signed off	37	41	
Not complying with all conditions			
Re-inspection required		13	10
Building Notices issued			2
Plumbing Notices Issued			
Building Orders issued			
Plumbing Orders issued			
Infringements Issued (Building/Plumbing)			
No Further Action Required		7	19
Illegal Works – Building / Plumbing	This Month	2023/2024	Total 2022/2023
Number of Inspections	7	71	78
Commitment provided to submit required documentation		7	11
Re-inspection required	3	39	42
No Further Action Required	4	25	25
Building Notices issued	6	14	12
Plumbing Notices Issued	3	9	
Building Orders issued	2	6	7
Plumbing Orders Issued		1	
Emergency Order			3
Infringements issued (Building/Plumbing)			
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
Notice of Intention to Issue Enforcement Notice issued		1	
Enforcement Notices issued			3
Infringements Issued			
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 22 commercial building approvals valued a total of \$32,395,214 for 2023/24 (year to date) compared to 4 commercial building approvals valued a total of \$16,317,000 (year to date) for the previous year.

In total, there have been 176 building approvals valued at \$61,659,648 (year to date) for 2023/2024 compared to 169 building approvals valued at \$50,444,905 (year to date) for the previous year.



13.2 PROPOSED ELECTRIC VEHICLE CHARGING STATION, ROSS

Responsible Officer: Des Jennings, General Manager

Report prepared by: Paul Godier, Senior Planner

RECOMMENDATION

That Council agree in principle to the NRMA's EV Charging Station proposal, noting that does not create or hold any obligations on Northern Midlands Council to NRMA, and that NRMA will need to apply for a discretionary planning permit for the electric vehicle chargers, and subject to:

- i) consultation and agreement with the adjoining landowner to determine the required location of vehicle access to 24 Church Street (CT44742/1 and CT44742/2);
- ii) consultation and agreement with NRMA regarding the construction of a footpath to connect the charging station to the footpath in Church Street including any required vehicle crossovers;
- iii) NRMA designing and constructing the charging station (chargers and charging space layout) so that at least one charger is accessible for drivers with disabilities; and
- iv) the lease containing a Market Rent Review clause whereby review of the rent may be initiated stating the market rent which is proposed as the rent for the rent review period, 5 years after the lease commencement date until the end of the lease.

1 PURPOSE OF REPORT

This report advises Council of a request from the National Roads and Motorists' Association Limited (NRMA) for Council to sign a Letter of Intent with regard to a site for a proposed electric vehicle charging station on the road reserve in High Street, Ross, close to the intersection with Church Street.

2 INTRODUCTION/BACKGROUND

The NRMA has written to Council as follows:

Following our inspections and some advice we received from TasNetworks in regard to our power supply strategy we have approved the road reserve on the corner of High Street & Church Street as our primary candidate for our Ross/Tunbridge search ring. We have opted to only put one site of interest forward for now but we note that the Bridge Street location was considered a viable candidate and we will hold in reserve as a secondary option should the primary candidate fail to progress.

The NRMA's mission is to support the transition to electric vehicles through the electric vehicle charging network across Australia. The NRMA aims to support the transition to electric vehicles by providing Australian's [sic] with access to more fast charging points.

While endeavouring on this mission, the NRMA has reviewed your site and [considers] that the Council Road Reserve on the corner of High & Church Street, Ross, Tas 7209 is a potential site where NRMA electric vehicle charging infrastructure could be built.

In light of the above, we enclose both a site map of the land, as well as a draft licence agreement for your perusal.

The NRMA is seeking your support in achieving its mission to create additional access to fast charging points across Australia.

While you consider the site map and the draft to [sic] licence agreement, we kindly ask that you sign this letter on the following page. Signing this page does not create or hold any obligations on you to the NRMA. By signing the page, you are merely agreeing to consider the substance of this letter and making an obligation free commitment to contribute to the NRMA's mission, if you choose to do so.



The NRMA advises that the Letter of Intent is non-binding and does not commit Council to anything, but it is designed to provide the NRMA confidence that the land host understands their proposal, footprint and proposed placement of the station and intends to enter into a Licence with the NRMA at a later stage, once all the details are agreed, and if planning approval is granted.

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:

1.4 Improve community assets responsibly and sustainably

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

There are no implications to Council policies.

5 STATUTORY REQUIREMENTS

5.1 Tasmanian Planning Scheme – Northern Midlands

The proposed electric vehicle charging station will require a discretionary planning application due to being in a heritage precinct. The application will be placed on public exhibition giving an opportunity for representations from the public to be made.

6 FINANCIAL IMPLICATIONS

The NRMA advises that there will be no cost to Council in the installation or running of the EV charging station.

Alex Courtis of NRMA has advised that:

We would be willing to pay a reasonably negotiated Licence Fee but given we are investing quite heavily into Ross to bring our infrastructure into the town, which benefits the town as a whole, we would expect this Fee to be fairly nominal.

Also, we are contemplating developing unapproved [unimproved?] road reserve, so in terms of residual value we are essentially creating an asset for the LGA on land which currently returns no value to Council (as opposed to an existing car park for example).

With all that said, we understand that we are a private business using public land to operate our business so could you outline Councils expectations on the value of a Licence Fee for the area we are proposing to take under Licence?

Investigations have found no surrounding councils charging a commercial rate on EV chargers on public land. It is possible to include a Market Rent Review clause in the lease agreement whereby review of the rent may be initiated by either party from the three years after the lease commencement date by giving the other party notice stating the current market rent which it proposes as the rent for the rent review period (which is from 5 years after the lease commencement date until the end of the lease).



As identified in Risk Issues below, the cost of providing footpath to connect the charging station to the existing footpath in Church Street is estimated at \$1,120. The cost of a driveway to crossover this footpath to the adjacent property is approximately \$2,772.

A valuation report for market rental assessment is estimated at around \$2,000.

7 RISK ISSUES

Currently, there is no footpath adjacent to the proposed charging station site. There is a risk that if the charging station is developed, Council will be asked to construct a footpath to connect the charging station to the existing footpath in Church Street. Council's Engineering Officer has estimated a cost of a footpath at \$1,120 and a driveway over that footpath to the adjacent property at \$2,772.

There is a risk that the chargers will not be accessible for drivers with disabilities. It is recommended that that a lease requirement be that the charging station (chargers and charging space layout) be designed and constructed so that at least one charger is accessible for drivers with disabilities. NRMA has advised that they include a central transfer zone between 2 bays in the middle of the station to allow for increased access/egress room of a person into their vehicle. Their charger units are all height assessed to ensure a person in a wheel chair can reach the plugs.

8 CONSULTATION WITH STATE GOVERNMENT

The NRMA has advised that:

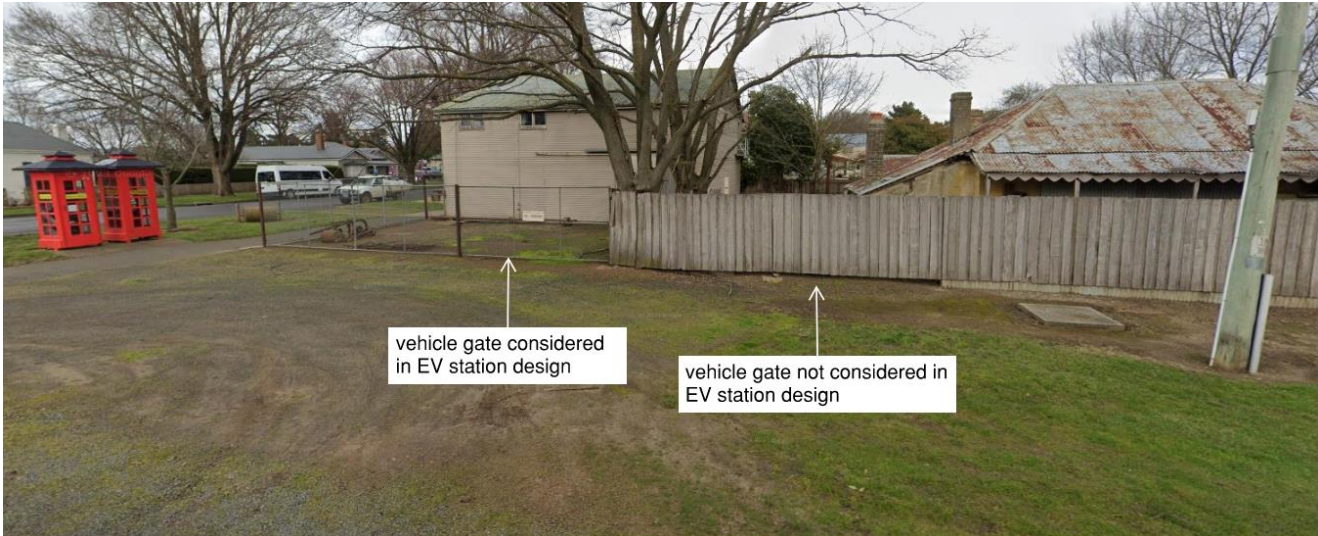
Following our inspections and some advice we received from TasNetworks in regard to our power supply strategy we have approved the road reserve on the corner of High Street & Church Street as our primary candidate for our Ross/Tunbridge search ring.

9 COMMUNITY CONSULTATION

Alex Courtis of the NRMA attended and presented to the Ross Local District Committee meeting of 2 April 2024 (presentation attached).

The proposed electric vehicle charging station will require a discretionary planning application due to being in a heritage precinct. The application will be placed on public exhibition giving an opportunity for representations from the public to be made.

The proposed site is adjacent to 24 Church Street made up of CT44742/1 and CT44742/2. The proposal has taken into consideration the location of an existing vehicle access to CT44742/1. In writing this report became apparent that the proposed site has not taken into consideration the location of an existing vehicle access to CT44742/2. The access is not obvious as there is no crossover and the vehicle gate appears as part of a paling fence.



10 OPTIONS FOR COUNCIL TO CONSIDER

Council can:

- a) Agree to sign the Letter of Intent with or without additional requirements;
- OR
- b) Agree to the proposal in principle (that is, agree in general terms to the idea although the details are not yet finalised and it is not known if it will ultimately be approved) and subject to:
 - i. consultation and agreement with the adjoining landowner to determine the required location of vehicle access to 24 Church Street (CT44742/1 and CT44742/2);
 - ii. consultation and agreement with NRMA regarding the construction of a footpath to connect the charging station to the footpath in Church Street including any required vehicle crossovers;
 - iii. NRMA designing and constructing the charging station (chargers and charging space layout) so that at least one charger is accessible for drivers with disabilities; and
 - iv. the lease containing a Market Rent Review clause whereby review of the rent may be initiated stating the market rent which is proposed as the rent for the rent review period, 5 years after the lease commencement date until the end of the lease.
- OR
- c) Neither sign the letter of Intent nor provide agreement in principle.

11 OFFICER'S COMMENTS/CONCLUSION

The NRMA advises that the Letter of Intent is non-binding and does not commit Council to anything, but it is designed to provide the NRMA confidence that the land host understands their proposal, footprint and proposed placement of the station and intends to enter into a Licence with the NRMA at a later stage, once all the details are agreed, and if planning approval is granted. The NRMA has requested that the draft licence agreement remain confidential, the document has therefore been included as an attachment to a Closed Council Information Item.

The issues of vehicle access to 24 Church Street (CT 44742/1 and 44742/2); footpath connection (and vehicle crossovers) from the charging station to Church Street; design and construction of the charging station for accessibility; and the need for a Market Rent Review clause means that agreement in principle to the EV charging station proposal is preferred over signing the Letter of Intent.

12 ATTACHMENTS

1. Ross - Letter of Intent - Unsigned 22022024 [13.2.1 - 2 pages]
2. NRMA Community Presentation - Ross v 1 [13.2.2 - 25 pages]



13.3 INDEPENDENT LIVING UNITS: CAMPBELL TOWN AND EVANDALE

Responsible Officer: *Des Jennings, General Manager*

Report prepared by: *Trent Atkinson, Project & Building Compliance Manager*

RECOMMENDATION

That Council

- a) progresses the project to shovel ready status; and
- b) includes the design cost in the 2025 Municipal budget.

1 PURPOSE OF REPORT

The purpose of this report is for council to consider progressing concept designs to shovel ready status for both Evandale and Campbell Town additional units.

2 INTRODUCTION/BACKGROUND

Tasmania is experiencing a housing shortage that is well publicised, Council officers have identified two sites that can be developed further that would add an additional 6 Independent living units to the municipality. Council currently has 4 independent living units at both Evandale and Campbell Town, there is vacant land adjacent to both these sites that can accommodate additional 4 units for Evandale and 2 for Campbell town. High level concepts have been prepared for both sites detailing floor plans and elevations, see attachments.

Progressing the proposal to the next stage would place Council in position to capitalise on any future Grant funding to assist in delivering the 10,000 affordable homes in 10 years plan.

Councils existing units have an occupancy rate of 100% and are only not occupied when scheduled upgrades are performed.

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

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

3.2 Integrated Priority Projects Plan 2021



Not applicable.

4 POLICY IMPLICATIONS

Code of Tendering & Procurement policy.

5 STATUTORY REQUIREMENTS

The following approvals would be required:

- Planning Permit
- Building Permit
- Plumbing Permit

6 FINANCIAL IMPLICATIONS

Officers have received two estimates to progress the proposal to shovel ready status. Those estimates are between \$15,000 to \$20,00 per unit, placing the design stage at \$90,000 to \$120,000.

Construction cost is estimated is between \$350,000 - \$400,000 fully landscaped per unit.

7 RISK ISSUES

There are a couple of risks which must be considered:

- Financial
- Securing a consultant to undertake the works within budget

8 CONSULTATION WITH STATE GOVERNMENT

NA

9 COMMUNITY CONSULTATION

No community consultation has been undertaken.

10 OPTIONS FOR COUNCIL TO CONSIDER

To either accept the recommendation or not.

11 OFFICER'S COMMENTS/CONCLUSION

Council has a unique opportunity to play its part in providing affordable houses for the community, what better way than to add to its existing sites that have a track record of 100% occupancy. The proposal would have the potential to house up to 18 people. Council can not only progress the project to shovel ready status, but they can also implement a construction plan over 2-5yrs to complete the project in its entirety.

12 ATTACHMENTS

1. Campbell Town Preliminary Plan Option [**13.3.1** - 1 page]
2. Evandale Preliminary Plan Option [**13.3.2** - 2 pages]



13.4 BELL BAY WIND FARM: MAJOR PROJECT PROPOSAL

Responsible Officer: Des Jennings, General Manager

Report prepared by: Paul Godier, Senior Planner

RECOMMENDATION

That Council support the proposal by Equis Wind (Australia) Projects (LHWF2) Pty Ltd to construct and operate a wind farm on a 2780 hectare site north-east of George Town being declared as a Major Project by the Tasmanian State Government.

1 PURPOSE OF REPORT

The purpose of this report is to determine whether Council supports the proposal by Equis Wind (Australia) Projects (LHWF2) Pty Ltd to construct and operate a wind farm on a 2780 hectare site north-east of George Town being declared as a Major Project by the Tasmanian State Government.

2 INTRODUCTION/BACKGROUND

The Minister for Housing and Planning has written to the Mayor to advise that he has received, under section 60C of the *Land Use Planning and Approvals Act 1993* (the Act), a proposal to declare a major project.

The proposal by Equis Wind (Australia) Projects (LHWF2) Pty Ltd involves the construction and operation of a wind farm on a 2780 hectare site north-east of George Town. It comprises up to 28 wind turbine generators, a battery energy storage system (BESS), transmission line, buildings and ancillary infrastructure, and subdivision. The proposal is anticipated to generate up to 770 GW hours per annum of renewable energy over a 30-year operational life.

The proposal involves capital investment of up to \$950 million, the creation of up to 180 jobs in the 2-year construction phase, and a further 12 direct jobs throughout a 30-year operational life.

The proponent anticipates that the project will contribute up to 770Gwh per annum towards meeting the Tasmanian Renewable Energy Target.

The land on which the project is to be situated is shown in the attachment. It includes Crown land within the meaning of the *Crown Lands Act 1976*, in respect of which, the consent of the Minister for Parks and the Environment is required under section 60P(2)(a) of the Act before the proposal may be declared a major project.

In accordance with section 60I(3) of the Act, a council or relevant State entity may, within 28 days, advise the Minister in writing whether it considers the proposal should not be declared as a major project, and the reasons for such consideration.

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



Progress: Economic health and wealth - grow and prosper

Strategic Project Delivery - Build Capacity for a Healthy Wealthy Future

Strategic outcomes:

2.3 Collaborative partnerships attract key industries

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

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:

Not applicable.

4 POLICY IMPLICATIONS

N/a

5 STATUTORY REQUIREMENTS

5.1 Land Use Planning and Approvals Act 1993

60 I (3) A council or a relevant State entity that is provided under this section with a major project proposal in relation to a project may, within 28 days, by notice in writing to the Minister, advise the Minister as to –

(a) whether the council or relevant State entity considers that the Minister ought not to be of the opinion that the project is eligible to be declared to be a major project; and

(b) the reasons why the council or relevant State entity is of that opinion.

60M. When project is eligible to be declared to be major project

(1) Subject to section 60N, a project is eligible to be declared to be a major project under section 60O if, in the opinion of the Minister, the project has 2 or more of the following attributes:

(a) the project will have a significant impact on, or make a significant contribution to, a region's economy, environment or social fabric;

(b) the project is of strategic importance to a region;

(c) the project is of significant scale and complexity.

60N. When project is ineligible to be declared to be major project

(1) Despite section 60M, a project is not eligible to be declared to be a major project under section 60O if the project –

(a) would not further the objectives specified in Schedule 1 ; or

(b) would be in contravention of a State Policy; or

(c) would be in contravention of the TPPs; or

(d) would be inconsistent with a regional land use strategy that applies to the land on which the project is to be situated.

6 FINANCIAL IMPLICATIONS

N/a



7 RISK ISSUES

N/a

8 CONSULTATION WITH STATE GOVERNMENT

The State Government has initiated the consultation.

9 COMMUNITY CONSULTATION

N/a

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can support or not support the declaration of the proposal as a Major Project by the Tasmanian State Government.

11 OFFICER'S COMMENTS/CONCLUSION

The proposal by Equis Wind (Australia) Projects (LHWF2) Pty Ltd involves the construction and operation of a wind farm on a 2780 hectare site north-east of George Town. It comprises up to 28 wind turbine generators, a battery energy storage system (BESS), transmission line, buildings and ancillary infrastructure, and subdivision. The proposal is anticipated to generate up to 770 GW hours per annum of renewable energy over a 30-year operational life.

The proposal involves capital investment of up to \$950 million, the creation of up to 180 jobs in the 2-year construction phase, and a further 12 direct jobs throughout a 30-year operational life.

In accordance with section 60I(3) of the Act, a council or relevant State entity may, within 28 days, i.e. before 10 June 2024, advise the Minister in writing whether it considers the proposal should not be declared as a major project, and the reasons for such consideration.

It is considered that the proposal is consistent with the eligibility criteria in section 60M of the Land Use Planning and Approvals Act 1993.

12 ATTACHMENTS

Copy of confidential report provided under separate cover.



14 GOVERNANCE REPORTS

14.1 REPORT ON NOTICE OF MOTION: LONGFORD TOWN HALL MANAGEMENT COMMITTEE

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

RECOMMENDATION

That Council:

- a) authorises its delegation to the General Manager in accordance with section 22 of the *Local Government Act 1993* and Council resolution, to
 - i) pursuant to section 24(2) of the *Local Government Act 1993*, to confirm and ratify the appointment of members to any Special Committee of Council, excluding District Committees; and
 - ii) pursuant to section 24(3) of the *Local Government Act 1993*, to determine the procedures relating to meetings of any Special Committee of Council, excluding District Committees.
- b) take no further action on the Motion on Notice presented at the 20 November 2023 meeting.

1 PURPOSE OF REPORT

This report is responding to a Motion on Notice presented by Cr Terrett at the 20 November 2023 Council meeting and to seek Council's endorsement on the proposed pathway forward.

2 INTRODUCTION/BACKGROUND

At the 20 November 2023 Council Meeting, Cr Terrett put the following Motion on Notice forward for consideration:

At the December 2023 meeting Council ratifies the members of the Longford Town Hall Committee following the Annual

General Meeting on 4 December 2023, in accordance with Section 24 of the Local Government Act 1993.

That the Council directs the Longford Town Hall Committee to charge hiring fees in accordance with the Northern Midlands Council's Fees and Charges.

That Council directs that the Longford Town Hall Committee establish a separate bank account for the Committee.

That Council works with Longford Town Hall Committee to provide administrative support to look at ways of improving the Committee's operations and compliance.

On that occasion, Council resolved as follows:

MINUTE NO. 23/0398

DECISION

Cr Terrett/Cr McCullagh

That Council Officer's prepare a report on the notice of motion to be presented to a future Council Meeting.

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Brooks, Cr McCullagh and Cr Terrett

Voting Against the Motion:

Cr Adams, Cr Andrews, Cr Archer and Cr Goss



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

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

Not applicable.

5 STATUTORY REQUIREMENTS

5.1 Local Government Act 1993 ("the Act")

24. Special committees

- (1) A council may establish, on such terms and for such purposes as it thinks fit, special committees.
- (2) A special committee consists of such persons appointed by the council as the council thinks appropriate.
- (3) The council is to determine the procedures relating to meetings of a special committee.

22. Delegation by council

(1) Subject to [subsection \(2\)](#), a council, in writing, may delegate with or without conditions to the general manager, controlling authority, a council committee or a special committee, **any of its functions or powers under this or any other Act, other than—**

(a) this power of delegation, unless authorized by the council; and

(b) the powers referred to in [subsection \(3\)](#).

(3) A council **must not delegate** any of its powers relating to the following:

- (a) the borrowing of money or other financial accommodation;
- (b) the determination of the categories of expenses payable to councillors and any member of any committee;
- (c) **the establishment of council committees, special committees, controlling authorities, single authorities or joint authorities;**
- (d) the revision of the budget or financial estimates of the council;
- (e) the revision of the strategic plan and the annual plan of the council;
- (f) the appointment of the general manager;
- (fa) the sale, donation, exchange or other disposal of land or public land;
- (fb) the decision to exercise any power under [section 21\(1\)](#);
- (g) the making of by-laws;
- (h) the making of rates and charges under [Part 9](#);
- (i) any other prescribed power

6 FINANCIAL IMPLICATIONS

Not applicable.

7 RISK ISSUES

There is a risk that without regular review, Council's Special Committee's may operate outside the scope of the legislation.



8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

9 COMMUNITY CONSULTATION

Not applicable.

10 OPTIONS FOR COUNCIL TO CONSIDER

That Council endorse or not endorse the recommendation.

11 OFFICER'S COMMENTS/CONCLUSION

Ratification of Longford Town Hall Management Committee Membership

The first request of Cr Terrett regarding the ratification of members of the Longford Town Hall Management Committee is not considered necessary for the following reasons.

It is clear from section 22(3)(c) of the Act that Council cannot delegate to the General Manager the power to establish council committees, special committees, controlling authorities, single authorities or joint authorities.

Section 22 of the Act is silent on Council's restriction on being able to delegate the powers conferred under section 24(2) and (3). Section 22(1)(b) and (3)(c) are expressly clear that the establishment of special committees is to remain a Council responsibility.

Upon investigation of other Council's, Kingborough Council has a delegation for section 24(2) and (3) to their General Manager.

Therefore, it is arguable that the General Manager can exercise powers under section 24(2) and (3) of the Act per delegated authority.

It is recommended to Council that this course of action be adopted for the following reasons:

- Special Committee's of Council hold their Annual General Meeting's at differing times during the year.
- At the AGM's, Special Committee's nominate and appoint Office Bearers and Committee Members. This has been the process for many years.
- To impose a process akin to the District Committee membership process is considered too onerous and a drain on Council's resources – it would require Officer's to prepare reports for each membership change, such reports to be presented to Councillors at the next available meeting, awaiting a Council decision and then conveying that decision to the prospective committee member. This is a lengthy process which would also be guided by the Council meeting agenda dates, which may be off-putting for prospective committee members who may wish to know immediately whether they are on a committee or not.
- Membership on the special committees can change from month to month, with special committees accepting new members on an ad hoc basis.
- It is proposed that once membership changes are advised in writing to the General Manager, the General Manager then confirm the appointment of Committee members in writing directly to the Chairperson of the relevant special committees, with an information item being presented to Councillors in closed council of any appointments in the preceding month.

Direction re Hire Fees and Charges

It is Council's practice to set hire fees and charges for each of its Council Facilities on an annual basis. Those fees are conveyed to the Committee's. Some Committee's then resolve at a meeting to alter the hire fees and charges (for



example, a slight increase in the fee). Once advised, Council then updates its Fees and Charges Schedule to reflect the fees advised by the Committees.

Council's Corporate Services Department has conducted audits of the Longford Town Hall Management Committee's finances since it was created in 2022. There have been no concerns raised through that process as to hire fees and charges, or concerns about discounts provided.

Council is pleased to see its facilities being accessed, hired and used by community groups. Council does not wish to see its facilities being unused. If it is the case that a committee provides a discount for a user group, Council balances that approach with the use of the facility.

At the end of the day, hire fees and charges raised by Committee's, while being Council funds as a result of the committee being a creation of Council per s 24 (any funds raised are not owned by the Committee's themselves), the Management Agreement's stipulate that the funds are to be spent back on the facility.

Therefore, this direction to the Committee is not endorsed or recommended.

Direction re creation of a separate bank account

Council's Executive Officer has discussed this point with the former Longford Town Hall Management Committee Chairperson. It was explained to Council that the bank account created for the Longford Town Hall Management Committee was established with the name "Longford Cultural Society – Town Hall" due to banking requirements. The Management Committee were unable to create a bank account without linking it to an entity.

It is understood that the Committee has now liaised with the bank further and that a separate bank account has been created.

Therefore, this item no longer requires actioning.

Administrative Support

Council Officer's have from time to time provided administrative support and advice as to governance procedures to the Longford Town Hall Committee upon request.

It is not Council's standard process to provide secretarial support to Management Committee's, this is a process the Management Committee's provide themselves.

Council Officers have previously extended offers to provide support and/or guidance to the Longford Town Hall Management Committee, with such offer being a 'standing' offer of support.

This request is not recommended for endorsement as it is an existing process and falls within the operational aspects of the Committees. Further, Council is currently recruiting for a Committee Liaison Officer role, which once appointed, is anticipated to be able to provide more resources and time for Council's committees.

12 ATTACHMENTS

1. 2023-11-20 Open Council Minutes - Longford Town Hall Motion [14.1.1 - 4 pages]



14.2 MASTER PLAN: PIONEER PARK, EVANDALE

Responsible Officer: Des Jennings, General Manager

Report prepared by: Lorraine Green, Project Officer

RECOMMENDATION

That Council:

- i) accept in principle the Pioneer Park Master Plan and release for further public comment;
- ii) consider funding the minor works components of the plan in future Council budgets, and request Council Officers to seek to secure external grants to assist with the implementation of the full plan.

1 PURPOSE OF REPORT

To:

- i) Present to Council the revised Master Plan for Pioneer Park at Evandale;
- ii) Seek Council's acceptance and release of the Master Plan;
- iii) Seek Council's endorsement of the way forward with the Master Plan.

2 INTRODUCTION/BACKGROUND

Pioneer Park is a popular reserve with both visitors and locals alike, with activities ranging from walking, recreational play, dog walking and picnicking. Many people also visit the Pioneer Cemetery and Memorial Rose Garden that are part of the park. The park also plays a crucial role in local events eg. the park is the venue for stalls and entertainment during the annual Penny Farthing Championships.

The current facilities and presentation of the reserve are below the standard expected in one of Tasmania's key tourist towns. Therefore in 2022 Council contracted Lange Design and Loop Architecture to develop a master plan for Pioneer Park. As part of the consultation process, the consultants presented a draft site analysis plan to the Evandale Advisory Committee meeting in early 2023. The feedback received from the committee was utilised to inform the development of the preliminary Master Plan attached to this report.

The plan is now being presented to Council.

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

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

Place: Nurture our heritage environment

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

Strategic outcomes:

4.2 Meet environmental challenges

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

N/A

6 FINANCIAL IMPLICATIONS

The cost of the full implementation of the master plan has not been estimated.

An allocation of \$250,000 has been provided for in the draft 2024/2025 municipal budget for Council's consideration.

The cost of the recommended refurbishment of the toilet facility was estimated as \$100,000 in 2023. This component of the master plan was approved for funding through Council's Phase Three Local Roads and Community Infrastructure Program. The facility upgrade is due for completion by 30 June 2024.

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

7 RISK ISSUES

Failure to improve the reserve's facilities and presentation will deter locals and visitors from visiting the park. and will detract from the town's visitor appeal.

8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

The master plan was reviewed by the Evandale Advisory Committee in 2023, following which adjustments were made to the master plan. It is proposed that the Pioneer Park Master Plan now be released for community consultation; and further comment is to be sought from the District Committee.

10 OPTIONS FOR COUNCIL TO CONSIDER

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



11 OFFICER'S COMMENTS/CONCLUSION

The implementation of the Pioneer Park Master Plan will enhance the amenity of the park and its attractiveness to locals and visitors, and to event organisers.

12 ATTACHMENTS

1. NMC P P 1122 Landscape MP - PRELIMINARY [14.2.1 - 1 page]



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

RECOMMENDATION

That Council:

- i) receive and note the Monthly Financial Report for the period ending 30 April 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 30 April 2024.

2 INTRODUCTION/BACKGROUND

The Monthly Financial Summary for the period ended 30 April 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: 30-Apr-24 10

A. Operating Income and Expenditure						
	Budget	Year to Date Budget 25%	Actual	(\$,000)	Target 100%	Comments
Rate Revenue	-\$14,203,781	-\$14,203,781	-\$14,295,912	\$92	100.6%	Raised in July 2023 100% FAGS grants paid
Recurrent Grant Revenue	-\$5,205,188	-\$4,771,422	-\$1,033,440	-\$3,738	21.7%	22/23
Fees and Charges Revenue	-\$2,634,486	-\$2,195,405	-\$2,849,980	\$655	129.8%	Additional Childcare
Interest Revenue	-\$1,322,579	-\$1,102,150	-\$917,124	-\$185	83.2%	Timing variance
Reimbursements Revenue	-\$105,197	-\$87,664	-\$69,536	-\$18	79.3%	
Other Revenue	-\$1,381,788	-\$1,151,490	-\$811,943	-\$340	70.5%	Timing variance
	-\$24,853,019	-\$23,511,913	-\$19,977,935	-\$3,534	85.0%	



Employee costs	\$6,812,119	\$5,676,766	\$6,558,170	-\$881	115.5%	Childcare/Works
Material & Services Expenditure	\$6,814,926	\$5,679,105	\$5,831,039	-\$152	102.7%	
Depreciation Expenditure	\$7,163,532	\$5,969,610	\$5,969,610	\$0	100.0%	
Government Levies & Charges	\$1,151,278	\$959,398	\$680,540	\$279	70.9%	
Councillors Expenditure	\$223,690	\$186,408	\$196,555	-\$10	105.4%	
Interest on Borrowings	\$63,900	\$53,250	\$31,950	\$21	60.0%	
Other Expenditure	\$1,749,631	\$1,458,026	\$992,061	\$466	68.0%	
Plant Expenditure Paid	\$578,462	\$482,052	\$597,041	-\$115	123.9%	
	\$24,557,538	\$20,464,615	\$20,856,966	-\$392	101.9%	
	-\$295,481	-\$3,047,298	\$879,031			
Gain on sale of Fixed Assets	\$0	\$0	-\$112,347	\$112	0.0%	
Loss on Sale of Fixed Assets	\$401,388	\$334,490	\$57,111	\$277	17.1%	*Asset recognition EOY
Underlying (Surplus) / Deficit	\$105,907	-\$2,712,808	\$823,795			1*
	\$0		-\$3,581,741			
Capital Grant Revenue	-\$7,963,339	-\$6,636,116	-\$5,419,358	-\$1,217	81.7%	
Subdivider Contributions	-\$362,067	-\$301,723	0	-\$302	0.0%	* Not recognised until EOY
Capital Revenue	-\$8,325,406	-\$6,937,838	-\$5,419,358			

Budget Alteration Requests

- For Council authorisation by absolute majority

	Budget Operating	Budget Capital	Actuals
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Capital works budget variances above 10% or \$10,000 are highlighted April

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	\$20,807,036		
- Cash Inflow	\$25,195,843	\$1,103,617		
- Cash Payments	-\$26,562,154	-\$2,554,145		
- Closing Cash balance	\$19,356,507	\$19,356,507		
Account Breakdown				
- Trading Accounts	\$1,070,532			
- Investments	\$18,285,975			
	\$19,356,507			

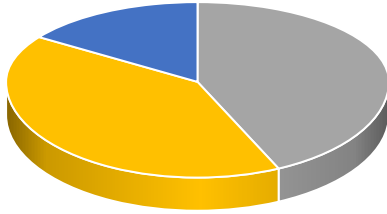
Summary of Investments

	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value
Tas Corp 24hr Call Account	1/04/2024	30/04/2024	4.35	\$5,745	\$5,765
Commonwealth 24hr Call Account	8/04/2024	30/04/2024	0.25	\$0	\$0
Commonwealth Business Online Saver Account	24/04/2024	30/04/2024	4.35	\$2,153,646	\$2,155,186
Westpac Corporate Regulated Interest Account	1/04/2024	30/04/2024	4.35	\$737,308	\$737,308
CBA	7/11/2023	6/05/2024	5.23	\$2,000,000	\$2,051,870
CBA	8/04/2024	7/10/2024	4.82	\$2,000,000	\$2,048,068
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	29/04/2024	29/10/2024	5.15	\$1,067,513	\$1,095,077
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



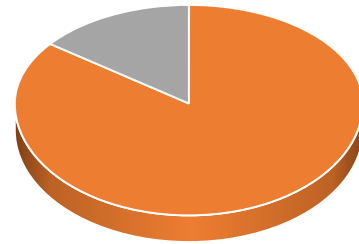
Westpac	11/09/2023	11/06/2024	4.99	\$1,500,000	\$1,556,189	■
				\$19,023,308	\$19,448,437	■

Investments by Institution



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

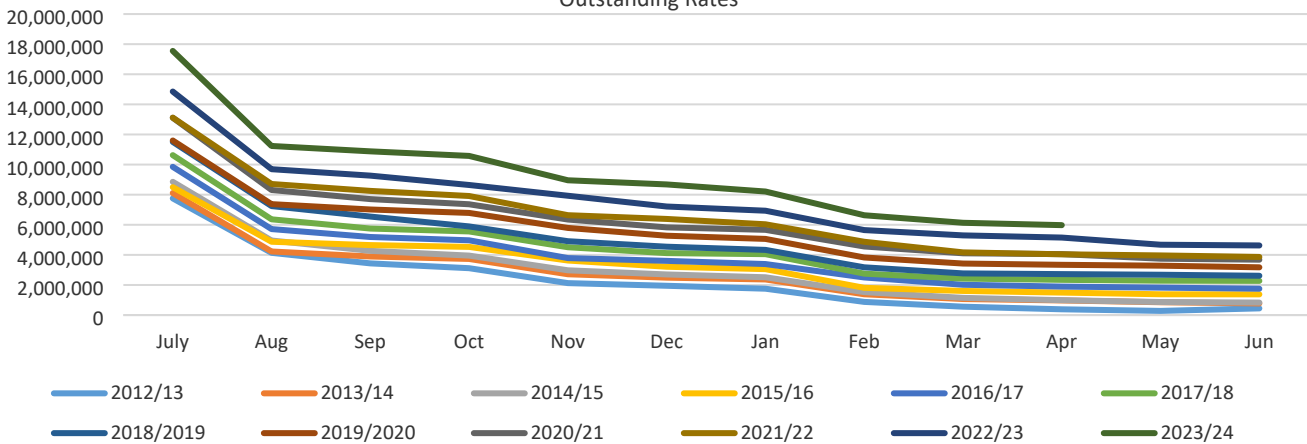
Total Investments by Rating (Standard & Poor's)



■ 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	\$14,666,234		\$13,416,948		■
	\$19,292,670		\$17,280,081		
Rates collected	\$12,723,158	85.6%	\$11,575,866	86.3%	■
Pension Rebates	\$569,482	3.9%	\$527,439	3.9%	■
Discount & Remissions	\$24,616	0.2%	\$26,659	0.2%	■
	\$13,317,256		\$12,129,964		
Rates Outstanding	\$5,975,414	31.0%	\$5,150,190	38.4%	■
Advance Payments received	-\$562,621		-\$505,564		■

Outstanding Rates



Trade Debtors			
Current balance	\$1,117,808		
- 30 Days	\$464,032		■
- 60 Days	\$1,722		
- 90 Days	\$32,442		■
- More than 90 days	\$619,612		
Summary of Accounts more than 90 days:		-	
- Norfolk Plains Book sales	171		■ Paid by outlet as sold
- Hire/lease of facilities	42,229		■
- Removal of fire hazards	7,345		■ Send to Fines Enforcement
- Dog Registrations & Fines	22,063		■
- Private Works	23,838		
- Regulatory Fees	57,566		
- Govt Reimbursements	466,400		



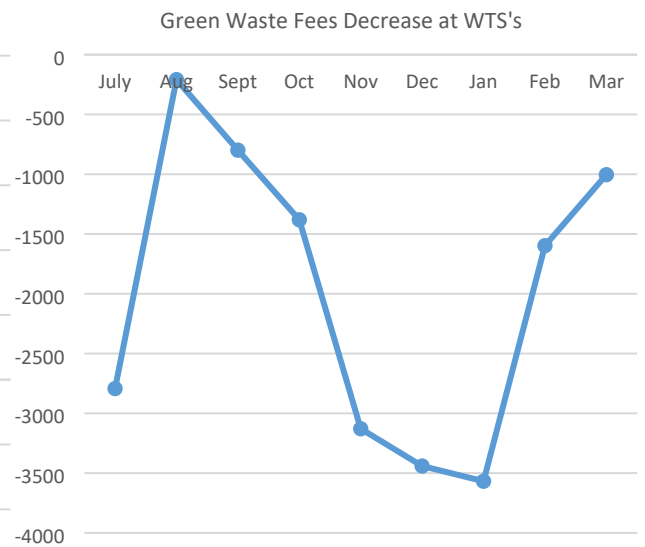
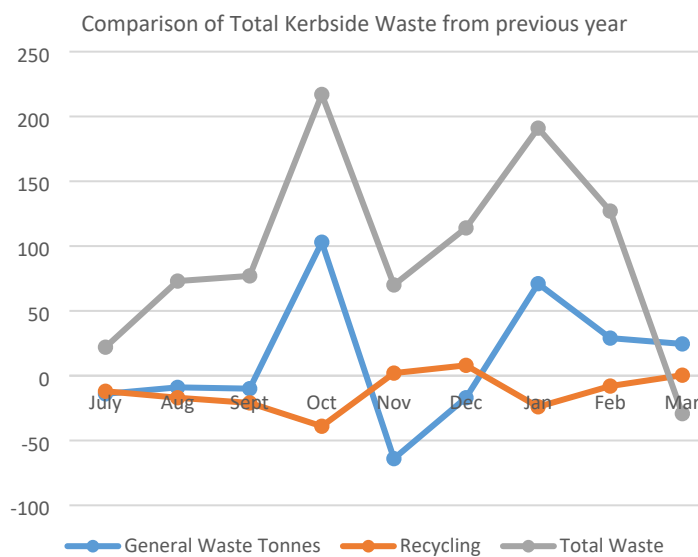
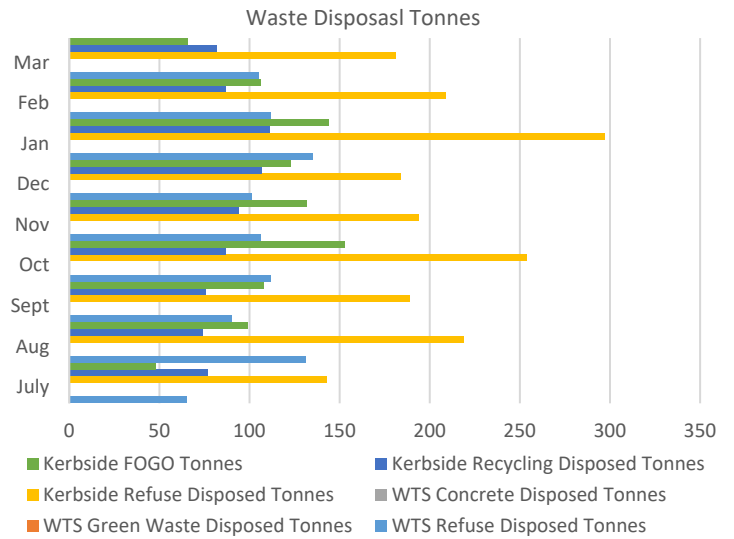
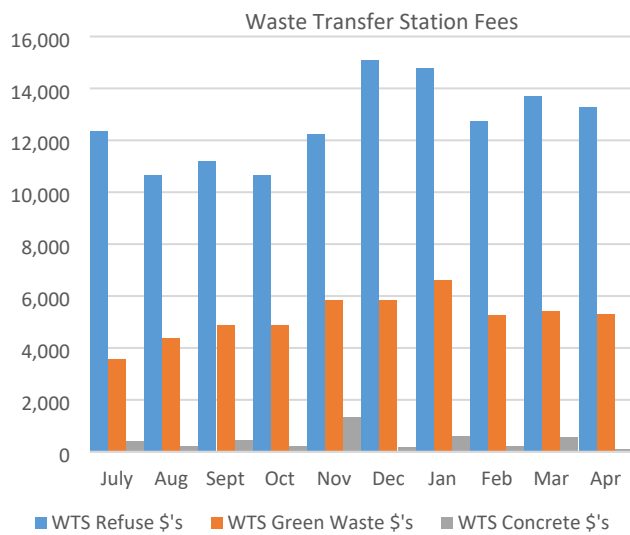
C. Capital Program				
	Budget	Actual (\$,000)	Target 83%	Comments
Renewal	\$15,315,969	\$9,920,657	65%	
New assets	\$6,551,246	\$2,317,626	35%	
Total	\$21,867,215	\$12,238,284	56%	
Major projects:				
- Lfd Memorial Hall upgrade	\$3,109,479	\$3,072,843	99%	Substantially complete
- Lfd Urban Streetscape Improvements	\$1,793,628	\$229,097	13%	Stalled
- Ctown Urban Streetscape Improvements	\$2,450,000	\$286,541	12%	Design stage
- Pth Urban Streetscape Improvements	\$1,641,000	\$1,224,207	75%	Stormwater complete
- Lfd Caravan Park Amenities replacement	\$450,000	\$37,966	8%	In progress
- Ashby Road reconstruction	\$500,000	\$619,683	124%	Complete
- Bishopsbourne Road Reconstruction	\$504,900	\$457,133	91%	Complete
- Lfd Laycock Street Reserve	\$500,768	\$131,619	26%	In progress
- Cry Bridge Replacements (3)	\$1,117,200	\$998,667	89%	Complete
* 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	57.2%	71.6%	-14.4%	↘
- Own Source Revenue / Total Revenue	79%	95%	-15.8%	↘
Sustainability Ratio				
- Operating Surplus / Operating Revenue	-0.4%	-4.1%	3.7%	↘
- Debt / Own Source Revenue	37.8%	39.2%	-1.4%	↔
Efficiency Ratios				
- Receivables / Own Source Revenue	36.1%	27.2%	8.9%	↘
- Employee costs / Revenue	27.4%	32.8%	-5.4%	↗
- Renewal / Depreciation	213.8%	166.2%	47.6%	↗
Unit Costs				
- Waste Collection per bin	\$13.74	\$23.00		↔
- Employee costs per hour	\$56.77	\$42.79		↗
- Rate Revenue per property	\$1,999.41	\$2,012.38		↔
- IT per employee hour	\$5.45	\$4.03		↘

E. Employee & WHS scorecard		
	YTD	This Month
Number of Employees	106	106
New Employees	35	5
Resignations	22	2
Total hours worked	153,267	13,962
Medical Treatment Injury	7	0
Safety Incidents Reported	9	0
Hazards Reported	13	0
Workplace Inspections	15	2
Risk Incidents Reported	6	0
Insurance claims - Public Liability	1	0
Insurance claims - Industrial	0	0
Insurance claims - Motor Vehicle	3	0
IT - Unplanned lost time	3	0
Open W/Comp claims	9	0



F. Waste Management						
Waste Transfer Station	2021/22	2022/23	2023/24 Budget	2023/24		
Year to Date						
Takings						
- Refuse	\$135,285	\$146,790	\$125,402	\$126,665	% change for same period last year	1%
- Green Waste	\$82,450	\$77,811	\$72,124	\$51,928	% change for same period last year	-26%
- Concrete	\$2,980	\$4,861	\$3,143	\$4,239	% change for same period last year	8%
- Tyres	694	\$257	\$566	\$0		
Total Takings	\$221,409	\$229,719	\$201,234	\$182,832		
Tonnes Disposed						
WTS Refuse Disposed Tonnes	1349	1298	1,115	957	% change for same period last year	-6%
WTS Green Waste Disposed Tonnes	2760	5970	3,998	0		
WTS Concrete Disposed Tonnes	3056	0	1,871	0		
Kerbside Refuse Disposed Tonnes	2430	2341	1,600	1870	% change for same period last year	0%
Kerbside Recycling Disposed Tonnes	1048	1035	976	795	% change for same period last year	-10%
Fogo Disposed Tonnes	0	488	1,042	979		
Total Waste Tonnes Disposed	10643	11132	10600	4601		



5 OFFICER COMMENTS

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



6 ATTACHMENTS

1. Monthly Financial Report - April 2024 [**15.1.1** - 1 page]
2. Monthly Capital Financial Report to Council - April 2024 [**15.1.2** - 8 pages]



16 WORKS REPORTS

16.1 PROPOSED CLOSURE OF PART OF YOUL ROAD

Responsible Officer: Leigh McCullagh, Works Manager

Report prepared by: Jonathan Galbraith, Engineering Officer

RECOMMENDATION

That Council progress the closure of Youl Road, between Edward and Drummond streets, develop the area as public open space and upgrade stormwater drainage.

1 PURPOSE OF REPORT

The purpose of this report is to provide Council will information regarding the proposed closure of part of Youl Road, to allow the area to be developed as public open space and for stormwater drainage.

2 INTRODUCTION/BACKGROUND

As a result of the construction of the Perth bypass, Council and the Department of State Growth entered into discussions regarding transferring several roads in the Perth area from the Department of State Growth to Council ownership. One of these roads was Youl Road. In February 2024 Council was advised that these roads had been transferred to Council. Council plan to carry out upgrade works on the northern section of Youl Road from Edward Street to Main Road.

The proposal is to close Youl Road, between Edward and Drummond streets, develop the area as public open space, and upgrade stormwater drainage. It should be noted that the section of Youl Road between Edward and Drummond streets does not provide any direct access to private property. The road will be replaced with a shared path for pedestrians and cyclists and connect to the proposed rail underpass which will provide pedestrian with safe access to Main Road and the shopping area. Road upgrade works including kerb and channel, a parking area, and a minor road re-alignment will be constructed at the intersection of Edward Street and Youl Road.

Council officers undertook a traffic count on Youl Road from March 7 – 14 2024. The count indicated that the average daily traffic is 238 vehicles per day. This is a very low count for an urban street and indicates that the road only has limited usage. By way of comparison other counts done on streets in Perth have recorded the following vehicles count numbers:

- Arthur Street – 2200 vehicles per day
- Clarence Street – 1900 vehicles per day
- Fairtlough Street (near George St) - 520 vehicles per day
- Frederick Street (near Fore St) - 350 vehicles per day
- Secombe Street (outside park) - 510 vehicles per day

Stormwater drainage works will also be undertaken once the proposed rail culvert upgrades are completed as part of the federal Disaster Ready Fund Grant funding Council was successful in securing. These drainage works will link Sheepwash Creek formally through the new culverts and contribute to an overall reduction in the flood risk affecting the area.

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:

1.4 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

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

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:

Foundation Project/s:

Projects which are expected to have a transformational impact on the community. Council considers these projects to be a focal point for investment in the Northern Midlands region.

4.3 Sheepwash Creek Corridor & Open Spaces:

Sheepwash Creek has the potential to become an attractive, appealing open space corridor complemented by its associated open spaces. Implementation of these projects would make this a reality and enhance Perth's natural charm.

4 POLICY IMPLICATIONS

The Sheepwash Creek upgrade is one of Council's foundation projects which is expected to have a transformation effect on the community by reducing flood risk and providing more public open space.

5 STATUTORY REQUIREMENTS

The following Acts have relevance to this matter:

- Local Government Highways Act 1982
- Urban Drainage Act 2013

6 FINANCIAL IMPLICATIONS

The proposed works are part of the Sheepwash Creek upgrade.

Costs are estimated as follows:

- Convert approximately 500m of existing roadway to shared path \$20,000
- Construct new kerb and channel \$25,000
- Road widening works and construction of carparking \$35,000
- Tree planting and public open space works \$50,000
- Project management, design (not including stormwater), legal fees etc. \$10,000



Total \$130,000

Stormwater works are being funded separately as part of the culvert upgrade program.

Roadworks to be funded from the Youl Road kerb and channel construction project; and street trees / public open space works to be staged under Council's tree planting program.

Should Council choose to leave Youl Road open and not convert the area to flowpath a new culvert will be required under the road as part of the Sheepwash Creek upgrade works. Based on the cost of similar culverts on Edward and Phillip Street the cost of this culvert is likely to be approximately \$500,000.

7 RISK ISSUES

There is a risk that some community members may be concerned that closing this road will increase travel times to their property or direct more traffic onto other nearby roads. Any increase in travel times is likely to be less than one minute and Youl Road now only services a small number of properties so any traffic increases are not likely to be significant, it is also subject to flood and is often closed when there is a significant flood in Sheepwash Creek.

There is a risk of delays in the construction work due to the complexities associated with constructing an underpass and drainage works in the rail corridor.

8 CONSULTATION WITH STATE GOVERNMENT

Council has consulted with the state government extensively regarding the transfer of Youl Road and other roads to Council.

9 COMMUNITY CONSULTATION

Council consulted with the community regarding the Sheepwash Creek Flood Mitigation Strategy over several years. Concept plans of the proposed road closure and public open space are currently being developed to allow further consultation with the community.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can chose to either;

1. Close the section of Youl Road between Edward Street and Drummond Street and the develop the area as public open space, or;
2. Leave this section of Youl Road open.

11 OFFICER'S COMMENTS/CONCLUSION

The proposed road closure will allow other stormwater and flood mitigation works to be carried out in the area. Should Council choose to leave the road open and not carry out these works the cost of installing a culvert to mitigate flood in the area is likely to be much higher than the cost of the proposed road closure and associated works. A culvert will also be less hydraulically effective than an open flow path.

The works will provide an important pedestrian link between the western area of Perth and the main street area, shops and the school. Currently there are some sections of footpath missing and pedestrians are forced to walk on the road to reach the Perth Main Street.

In order to close the road Council is required to follow the process set out under either *sections 14 or 31* of the *Local Government Highways Act*, which requires Council to publicly advertise the planned closure for at least 28 days.



12 ATTACHMENTS

1. Proposed partial closure, option 1 [16.1.1 - 1 page]
2. Section of Youl Rd to be closed [16.1.2 - 1 page]



16.2 VERACITY OF STORMWATER SYSTEM MANAGEMENT PLAN AND MAJOR WORKS

File: N/a
Responsible Officer: Des Jennings, General Manager
Report prepared by: Cameron Oakley, Engineering Supervisor

RECOMMENDATION

That Council receive the status report.

1 PURPOSE OF REPORT

This report provides an update on the progress of the implementation significant stormwater works in key areas within urban areas, which form part of the 10-year capital works program identified in Council's Stormwater System Management Plan adopted by Council.

2 INTRODUCTION/BACKGROUND

In order to meet the requirements of the *Urban Drainage Act 2013* Council undertook Stormwater System Flood & Risk Studies (SSFRS) for all urban areas in the municipality and adopted an overarching Stormwater System Management Plan (SSMP). The SSMP references the flood and risk studies for each town and provides recommendations on stormwater management throughout the municipality.

The SSFRS reports for all urban areas in the municipality along with the overarching SSMP were adopted by Council prior to the adoption of the SSMP, 10-Year Capital Works Program which was adopted by Council on 26 April 2023.

3 STRATEGIC PLAN 2021-2027

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

Place: Nurture our heritage environment

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

Strategic outcomes:

4.2 Meet environmental challenges



3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

No policy implications are identified.

5 STATUTORY REQUIREMENTS

Urban Drainage Act 2013.

6 FINANCIAL IMPLICATIONS

The implementation of the Stormwater System Management Plan is subject to available funding and financial allocations being made in Council's budget.

External funding streams continue to be explored by Council Officer's, and Council has been successful in its applications for funding through the Disaster Ready Fund (DRF), and the Natural Disaster Risk Reduction Grants Program (NDRRGP) as follows:

- Sheepwash Creek Flood Mitigation Strategy (DRF) \$1,863,500 which is 50% of predicted project costs for a project totalling \$3.72M
- TRANSlink – Gatty Street detention basin (NDRRGP) \$143,000 which was 50% of the project's cost

The following funding applications have been submitted with the outcome awaited:

- 47 Translink Avenue detention basin (DRF) \$265,000 (grant funding) and \$90,000 (developer contribution) for a project totalling \$530,000
- Longford Hydrology Review (DRF) \$20,000 which is 50% of predicted project costs for a project totalling \$40,000

7 RISK ISSUES

There are a variety of risks, issues and opportunities that are common across all of the urban areas, or relate to responsibilities of the Northern Midlands Council associated with the management of stormwater.

Risks are identified within *Appendix A: Municipality-wide urban stormwater actions*, within the attached Stormwater System Management Plan.

8 CONSULTATION WITH STATE GOVERNMENT

DRF funding applications are made to the Commonwealth Government through the Tasmanian Department of Premier and Cabinet (DPAC). DPAC collate and review all the Tasmanian applications and put forward those applications that were deemed most suitable.

9 COMMUNITY CONSULTATION

Not required for this matter.

10 OPTIONS FOR COUNCIL TO CONSIDER

This update is provided for Council's information.

Council can agree to receive the update as presented and/or request a further update or additional information.



11 OFFICER'S COMMENTS/CONCLUSION

The following information provides an update on the status of the implementation of major stormwater projects within the municipality and included in the capital works program associated with the Stormwater System Management Plan (SSMP), works associated with the Stormwater System Flood & Risk Studies (SSFRS), as well additional stormwater upgrade works identified.

11.1 TRANSlink:

The attached plan shows the conceptual design and layout of proposed stormwater works identified for TRANSlink. This plan was produced with a goal of finding funding partnerships from private development, or through state and federal grant funding programs.

These works were identified through modelling and verified by observations during flood events by Works staff. The works are needed to correct capacity issues in the stormwater system and to prevent flooding of public and private property. This concept still forms the backbone of works we want to undertake in the area, although the details are subject to change based on refinement and further modelling during detailed design. There have been changes to the function of the existing stormwater system by others, through ongoing subdivision and by the Evandale Road upgrades by State Growth which must be considered.

The following updates relate to 8 project areas in the concept plan:

- 1) A new pipe link through 86 Evandale Road is currently being constructed by the developer of that site. This will protect their property from flooding and will transfer runoff from the rural catchment which is intercepted by the Statewide Independent Wholesalers and 86 Evandale Road through to Evandale Road.

The capacity of the stormwater system under Evandale Road has increased significantly since this the conceptual work was undertaken due to upgrades undertaken by State Growth in tandem with their widening of Evandale Road. A large box culvert has replaced the original DN450 culvert, massively increasing the system capacity at Evandale Road. Also, a large extension of the Statewide building has been undertaken since the original modelling was completed. These upgrades and changes to the stormwater system on and under Evandale Road need to be assessed to determine which, if any, of the remaining upgrades in this area are necessary.

To update the stormwater assessment on the area updated topographical information is required. This information is collected through collecting LiDAR via drone or aeroplane. Approvals through CASA are required to undertake such survey due to proximity to the airport; however, it is understood that the nearby quarry sources LiDAR every six months to estimate stockpile quantities. We have had initial conversations with the supplier to potentially get LiDAR survey of TRANSlink when the quarry is next surveyed. This information will allow the modelling to be updated to reflect existing conditions and confirm what, if any, works are still required.

- 2) The proposed 1050mm diameter culvert under Evandale Road is now unnecessary. A large box culvert was installed by State Growth as part of the Evandale Road widening, providing significant additional capacity for the catchment upstream of Evandale Road to drain towards Briarly Creek.
- 3) The proposed pipeline alongside Richard Street is likely not required any more. Some of this land downstream of the Evandale Road culvert is now owned by State Growth, who have installed an overland flow path and frog pond.

Changes to the stormwater system on and under Evandale Road need to be assessed to determine which, if any, of the remaining upgrades in this area are necessary. This will be undertaken when updated LiDAR is available (ref. item 1).

- 4) Abandoning the John Street detention basin may be considered if the new Boral Road and diversion is constructed (ref. item 5).



- 5) The proposed Boral Road detention basin is tied to the proposed subdivision of 24-38 Translink Avenue, the costs of which will be shared between Council and the developer. Preliminary design of the basin is complete, and the basin will be installed in the first stage of the subdivision.
- 6) The proposed detention basin expansion at 47 Translink Avenue is tied to the ongoing development of the adjacent subdivision at Translink Avenue South. We have lodged an application for Federal funding through the Disaster Ready Fund (DRF) for a 50% contribution to the detailed design and construction of the basin.

The Department of Premier and Cabinet selects the projects which will be put forward to the Federal Government in a formal Tasmanian application. We should know if our project is successful in passing this first hurdle by the end of this financial year. If we are not successful with the application, the detention basin will need to be completed within the next 18 months by Council and the developer.

The detention basin will control the large Devon Hills catchment it intercepts from the south, protecting downstream TRANSLINK properties, protecting the airport runway, and allowing further subdivision works to proceed.

- 7) Though the requirements here have changed since the Gatty Street detention basin was installed (ref. item 8). Some driveway and verge raising, and kerb and channel work is still required and will be completed in the 24/25 financial year. These works will ensure that downstream properties are kept safe in the event of the Gatty Street detention basin spilling or failing.
- 8) In 2023 the new detention basin at 4a Gatty Street was commissioned. This was constructed with the help of a 50% contribution through the Natural Disaster Risk Reduction Grants Program (NDRRG), administered by the SES. This basin controls runoff shed from Devon Hills between Munro Street and Gatty Street, protecting properties which have flooded historically between these streets.

11.2 West Perth:

In 2016 Northern Midlands Council (NMC) engaged Hydrodynamica to undertake modelling of Sheepwash Creek and to produce 100 year and 100-year climate change flood maps of the urban area. In addition, the 1000-year dam break and sunny day dam failure scenarios were mapped. The results forecast that approximately 60 residential properties would be impacted by the 100-year climate change flood event.

Proposed creek and culvert improvements were also modelled, and an overall flood mitigation strategy produced. Additional rounds of modelling have since been undertaken to accommodate works undertaken and changes to the catchment, such as the installation of the Perth bypass and creek widening. The recommended improvements, called the Sheepwash Creek Flood Mitigation Strategy, as follows:

- 1) Installation of a weir and gauge above Phillip Street, for improved calibration (complete)
- 2) Phillip Street culvert upgrades (awaiting survey)
- 3) Land acquisition and creek widening between Phillip Street and Edward Street (complete)
- 4) Edward Street culvert upgrades (awaiting survey)
- 5) New culverts at Youl Road and Western Rail Line, to realign the creek to a more natural alignment. Currently the creek passes alongside Youl Road before passing under the existing road and rail culverts which are at right angles to the direction of flow. The rail culvert will contain a pedestrian underpass (design ongoing)
- 6) Land acquisition and creek widening between the rail line and Drummond Street (complete)
- 7) Removal of the redundant Cemetery Road culvert and trees immediately upstream of Drummond Street (complete)
- 8) Drummond Street culvert upgrades (design ongoing)

Improvement strategy items 1, 3, 6 and 7 have already been completed. The total spend to date on these projects amounts to approximately \$2,000,000.

Earlier this year we received 50% funding through Round 1 of the federal Disaster Ready Fund to design and construct upgrades of the Phillip Street, Edward Street, Rail line, and Drummond Street culverts, items 2, 4, 5 and



7 above. The estimated project cost is \$3.7 million, with 50% being provided by the Commonwealth Government. These funds cover reimbursement of some expenses incurred under items 1, 3, 6, and 7.

Modelling has shown that these works will remove flooding from nearly all of the 60 properties previously affected, and no dwellings are forecast to suffer from inundation in the 100-year climate change event. We aim to finalise the works by the end of the 25/26 financial year. Significant progress has been made on the Drummond Street and TasRail culvert detailed designs, and survey has been requested for Phillip and Edward Streets so the design of these culverts can be progressed soon.

11.3 Arthur Street:

43 Arthur Street was acquired by Council to secure a continuous overland flow path from upstream of Secombe Street to the Western Rail Line, south of Arthur Street. It is understood the previous owner of the property has been given permission to use the property until the end of 2024. When vacated existing site structures will be removed, and some kerb and ground reshaping works undertaken through the property to enable overflows in Arthur Street to pass through no. 43, the adjacent dog park, and to the TasRail culvert.

These works will be completed by the end of the 2024/25 financial year.

11.4 Stormwater CCTV Program

AJ Water have been engaged to undertake comprehensive CCTV collection program of Councils stormwater assets in north-west Longford. This is currently in progress. This will form part of an ongoing CCTV program of our urban stormwater systems throughout the municipality. The information obtained will enable us to understand the condition of our assets and inform the need for replacement or repairs.

11.5 Longford Flood Study Hydrology Review

We have lodged another Disaster Ready Fund Round 2 application for an update of the Longford flood modelling hydrology. A review of the previous flood study recommended the hydrology be redone using current methods.

The previous study was undertaken in 2016 and since then we have experienced large flood events (June 2016 and October 2022). The data from which will provide important calibration information. The recommended methodology for such studies has also changed somewhat since the publication of *Australian Rainfall and Runoff 2019*.

Completion of this updated hydrology will provide us with flow rates for the various rivers which impact Longford; Back Creek, the Macquarie, the South Esk, and the Meander, and inform whether updated flood mapping is required. The results will also inform our flood gate operations.

11.6 Stormwater Quality Upgrades – Gross Pollutant Traps

This financial year we have begun a program to install gross pollutant traps (GPTs) in key areas. These devices collect litter and silt, preventing pollution from entering our natural water ways.

A GPT has been designed for High Street Cambell Town and is currently under construction by Holcim. It is anticipated this will be installed before the end of this financial year.

The design of a second GPT has been designed and will be installed south of the Campbell Town War Memorial Ground. Quotes from Holcim for the supply of the unit will be provided soon.

A third GPT has been budgeted for the 24/25 financial year. The design of this unit is ongoing, and it will be installed in Translink Avenue North and treat stormwater before it enters the newly installed Evandale Road box culvert and heads to Briarly Creek.



11.7 Stormwater System Monitoring & Calibration

We are currently seeking quotations for a flow monitor and a rain gauge to enable us to commence calibration of the stormwater models which were used to inform the overarching Stormwater System Management Plan (SSMP).

Our stormwater models are based on assumptions of how catchment surfaces will hydrologically respond in certain storms, and how the stormwater system will hydraulically respond as stormwater reticulates through. The original stormwater system models were uncalibrated, and the derived flood maps were provided to Works staff to check that the results 'felt' right, based on their local understanding of the areas. Flood modelling for the 10% AEP (1 in 10 year) and 1% AEP (1 in 100 year) events were provided.

Once installed, the flow monitor/s and rain gauge/s will collect local flow and rainfall data which can then be used to calibrate the relevant model. This process depends on the collection of rainfall and flow from multiple rainfall event durations and intensities, so the time of this process depends on the weather and may take a year or two to collect useful data in each location. The calibration in any one Council area will inform changes to other areas, but it is foreseen this will be a rolling program undertaken over many years and will tie in with periodic updates to Councils stormwater models. Installation and maintenance of the gauges, and calibration of the models is a time intensive process, and we do not have the capacity to undertake a program which would allow us to monitor multiple urban townships simultaneously.

12 ATTACHMENTS

1. Translink- Concept for Estimation-02 Overview Sheet-2 [16.2.1 - 1 page]



17 ITEMS FOR THE CLOSED MEETING

RECOMMENDATION

That Council move into the “Closed Meeting” with the General Manager, Corporate Services Manager, Works Manager, Senior Planner, Executive Officer 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 Matter	15(2)(i)
Personnel Matters	15(2)(a)
Proposed Electric Vehicle Charging Station, Ross: Additional Information	15(2)(g)
Information provided to the council on the condition it is kept confidential	15(2)(g)
Land Acquisition/Purchase	15(2)(f)

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.*



18 CLOSURE

RECOMMENDATION

That Council move out of the "Closed Meeting".

Mayor Knowles closed the meeting at