



**NORTHERN
MIDLANDS
COUNCIL**

MINUTES

ORDINARY MEETING OF COUNCIL

MONDAY, 9 DECEMBER 2024



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*.



MINUTES of the Ordinary Meeting of the Northern Midlands Council held on 9 December 2024 at 5.30pm in person at the Council Chambers, 13 Smith Street, Longford.

1 ATTENDANCE

PRESENT

Mayor Mary Knowles OAM, Deputy Mayor Janet Lambert, Cr Dick Adams OAM, Cr Alison Andrews AM (to 7.04pm), Cr Richard Archer, Cr Matthew Brooks, Cr Paul Terrett

In Attendance

Mr Des Jennings - General Manager (to 7.55pm), Miss Maree Bricknell - Corporate Services Manager (to 7.59pm), Mr Leigh McCullagh - Works Manager (to 7.59pm), Mr Paul Godier - Senior Planner (to 6.12pm), Ms Tatiana Paniagua - Executive Officer (to 7.59pm), Ms Kristy Nutting - Executive Officer (to 7.59pm), Mr Ben Badcock - IT Officer (to 6.43pm), Mrs Lee Viney - Executive Assistant (to 7.59pm)

APOLOGIES

Cr Richard Goss, Cr Andrew McCullagh



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3 ACKNOWLEDGEMENT OF COUNTRY

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

4 DECLARATIONS OF INTEREST

In accordance with

- part 5 of the *Local Government Act 1993*,
 - in particular, section 48(2) of the *Local Government Act 1993*;
- regulation 8(2) of the *Local Government (Meeting Procedures) Regulations 2015*;
- schedule 1, part 2 of the *Local Government (Code of Conduct) Order 2024*; and
- section 28U of the *Local Government Act 1993* requires compliance with the Code of Conduct

the Mayor requests Councillors and staff to indicate whether they have, or are likely to have, an interest in any item on the Agenda.

The following Declarations of Interest were received:

- Mayor Mary Knowles - Open Council Item 5.3.1 Notice of Motion: Request Independent Investigation - Pecuniary Interest and Closed Council Items [Action Item] 3.0.1 and 4.3 - Pecuniary Interests - Had an interest in meeting held in 2020.
 - Councillor Paul Terrett - Closed Council Item 3.5.1 - Non-Pecuniary - Party to the complaint.
-



5 PROCEDURAL

5.1 CONFIRMATION OF COUNCIL MEETING MINUTES

5.1.1 Confirmation Of Minutes: Ordinary Council Meeting

MINUTE NO. 24/0400

DECISION

Cr Adams/Cr Andrews

That the Open Council Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 18 November 2024, be confirmed as a true record of proceedings.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That the Open Council Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 18 November 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, 20 January 2025.



5.3 MOTIONS ON NOTICE BY A COUNCILLOR

The following Notices of Motion were received.

5.3.1 Notice Of Motion: Request Independent Investigation

Responsible Officer: Des Jennings, General Manager

Mayor Knowles and Mr Jennings declared an interest in Item 5.3.1 and left the meeting at approximately 5.33pm at which time Deputy Mayor Lambert took the chair.

DECISION

Cr Terrett/Cr Brooks

That Council write to the Director of Local Government seeking a fully independent investigation into the Northern Midlands Council under Section 339EA of the Local Government Act 1993, into the misuse of council finances for private purposes and the destruction of council records in relation to the Council meeting of 26 October 2020.

Lost

Voting for the Motion:

Cr Brooks and Cr Terrett

Voting Against the Motion:

Deputy Mayor Lambert, Cr Adams, Cr Andrews and Cr Archer

Following discussion on Item 5.3.1, at 5.48pm, Mayor Knowles resumed the Chair and Mr Jennings returned to the meeting.

OFFICER'S RECOMMENDATION

That Council **agree/not agree** to write to the Director of Local Government seeking a fully independent investigation into the Northern Midlands Council under Section 339EA of the Local Government Act 1993, into the misuse of council finances for private purposes and the destruction of council records in relation to the Council meeting of 26 October 2020.

Councillor Terrett has requested the below Notice of Motion be included in the Agenda for the Council Meeting to be held on 9 December 2024.

NOTICE OF MOTION

That Council write to the Director of Local Government seeking a fully independent investigation into the Northern Midlands Council under Section 339EA of the Local Government Act 1993, into the misuse of council finances for private purposes and the destruction of council records in relation to the Council meeting of 26 October 2020.

BACKGROUND

Marshall AJ comments that "The second respondent, as a Mayor of a council, and the third respondent (the General Manager), as an employee of high standing in a local government authority, should have known better. They should have understood that payment out of council funds for private purposes of councillors and council staff, is illegal and arguably corrupt conduct".

The judgement identified several serious concerns in the Council's operations including:

- The failure to provide independent legal advice to council at the special council meeting on 26 October 2020.
- The destruction of the audio recording of the meeting on 26 October 2020.
- The use of council finances to take private legal action.

It is incumbent on Councillors to ensure compliance with legislative requirements and ensuring good governance.

ATTACHMENTS

Nil



5.3.2 Notice Of Motion: Wellington Street Longford

Responsible Officer: Des Jennings, General Manager

MINUTE NO. 24/0402

DECISION

Cr Adams/Cr Andrews

That Council Officers prepare a report for consideration by Council at a future Council Meeting, exploring the responsibility for funding and the timeframe of road repairs to Wellington Street Longford by the State Government, as well as Council budget consideration for the undertaking of concurrent works.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

At approximately 5.50pm, following conclusion of discussion and decision on item 5.3.2, Council commenced with Item 9 Public Question and Statements and Items listed under Items 11 and 12 relating to Planning as listed in the Agenda for the meeting.

OFFICER'S RECOMMENDATION

That Council Officers prepare a report for consideration by Council at a future Council Meeting, exploring the responsibility for funding and the timeframe of road repairs to Wellington Street Longford by the State Government, as well as Council budget consideration for the undertaking of concurrent works.

Councillor Adams has requested the below Notice of Motion be included in the Agenda for the Council Meeting to be held on 9 December 2024.

NOTICE OF MOTION

That the Council bring a report in the New Year for the next budget including requesting the State Government for funds to undertake the necessary works.

BACKGROUND

I request that Council's motion seeks information from the State Government's Department of State Growth regarding Wellington Street Longford. There has been some deterioration and falling away of the road surface for some time due to the increased usage of the road by heavy traffic and this should be addressed.

My understanding is that the alignment of the area of the side of the road adjacent to the footpath is the responsibility of Council. However, the centre of road surface which requires reforming, is the responsibility of State Growth.

Council needs to seek from State Growth as to whether they have a timetable to repair joint maintained roads.

The deterioration of the road, including the camber, is very visible between Archer and William Street.

ATTACHMENTS

Nil



5.3.3 Notice Of Motion: Update Council's Webpage For Community Organisations

Responsible Officer: Des Jennings, General Manager

At approximately 5.58pm following the conclusion of Item 12.1 Council Acting as a Planning Authority: Cessation, Council commenced with Item 5.3.3 and the remaining items listed for consideration in the Council Meeting Agenda.

MINUTE NO. 24/0406

DECISION

Cr Adams/Deputy Mayor Lambert

That Council Officers prepare a report on the following notice of motion to be presented to a future Council Meeting:

That the Council update its webpage to have an interactive page to list all the community organisations in the Northern Midlands. And that, if needed, a budget item be listed so funds can be allocated to achieve this outcome.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

OFFICER'S RECOMMENDATION

That Council Officers prepare a report on the following notice of motion to be presented to a future Council Meeting:

That the Council update its webpage to have an interactive page to list all the community organisations in the Northern Midlands. And that, if needed, a budget item be listed so funds can be allocated to achieve this outcome.

Councillor Adams has requested the below Notice of Motion be included in the Agenda for the Council Meeting to be held on 9 December 2024.

NOTICE OF MOTION

That the Council update its webpage to have an interactive page to list all the community organisations in the Northern Midlands. And that, if needed, a budget item be listed so funds can be allocated to achieve this outcome.

BACKGROUND

I note that the list of organisations used for the last Longford Expo is not available at the moment for the use of the ratepayers and new residents. There are also other groups that weren't represented there that formed since then.

The modern way to keep the electronic information updated is to have an interactive website so that each year as changes are made to committees' makeups, they can appear in their listing automatically.

ATTACHMENTS

Nil



5.3.4 Notice Of Motion: Addition To Mobile Food Vendors Policy

Responsible Officer: Des Jennings, General Manager

At approximately 6.03pm and prior to discussion of Item 5.3.4, Deputy Mayor Lambert took the chair.

MINUTE NO. 24/0407

DECISION

Mayor Knowles/Cr Terrett

Council Officers support Mayor Knowles' recommendation:

That Council approve an additional dot point be added to the Northern Midlands Council Mobile Food Vendors Policy Manual:

- a) At Avoca only:
- Mobile food vehicles are not permitted to operate within two hundred (200) metres of an established permanently fixed food premises unless the proprietor of the established fixed food premises has clearly expressed in writing a tolerance for mobile food vehicles operating within that distance and;
 - Operating hours between 7:00am till 2:00pm.

Carried

Voting for the Motion:

Mayor Knowles, Cr Adams, Cr Andrews and Cr Terrett

Voting Against the Motion:

Deputy Mayor Lambert, Cr Archer and Cr Brooks

At 6.12 pm following discussion on Item 5.3.4, Mayor Knowles resumed the Chair, at which time, Mr Godier left the meeting.

OFFICER'S RECOMMENDATION:

Council Officers support Mayor Knowles' recommendation:

That Council approve an additional dot point be added to the Northern Midlands Council Mobile Food Vendors Policy Manual:

- a) At Avoca only:
- Mobile food vehicles are not permitted to operate within two hundred (200) metres of an established permanently fixed food premises unless the proprietor of the established fixed food premises has clearly expressed in writing a tolerance for mobile food vehicles operating within that distance and;
 - Operating hours between 7:00am till 2:00pm
- Or:
- b) At Avoca only:
- Mobile food vehicles are not permitted to operate within five hundred (500) metres of an established permanently fixed food premises unless the proprietor of the established fixed food premises has clearly expressed in writing a tolerance for mobile food vehicles operating within that distance and;
 - Operating hours between 7:00am till 2:00pm

Mayor Knowles has requested the below Notice of Motion be included in the Agenda for the Council Meeting to be held on 9 December 2024.



NOTICE OF MOTION

That approval is given for an additional dot point be added to the Northern Midlands Council Mobile Food Vendors Policy Manual:

- a) At Avoca only:
- Mobile food vehicles are not permitted to operate within two hundred (200) metres of an established permanently fixed food premises unless the proprietor of the established fixed food premises has clearly expressed in writing a tolerance for mobile food vehicles operating within that distance and;
 - Operating hours between 7:00am till 2:00pm
- Or:
- b) At Avoca only:
- Mobile food vehicles are not permitted to operate within five hundred (500) metres of an established permanently fixed food premises unless the proprietor of the established fixed food premises has clearly expressed in writing a tolerance for mobile food vehicles operating within that distance and;
 - Operating hours between 7:00am till 2:00pm

BACKGROUND

Mayor Knowles received a request from a vendor requesting a change in operational hours for a coffee van. The vendor is proposing to submit an application to open a coffee van outside of the Avoca Memorial Hall, opposite Boucher Park.

Following discussions with the community and other businesses in Avoca, intended operational hours would be:

- Monday, Thursday, Friday: 7am to 2pm
- Saturday, Sunday: 9am to 2pm
- Tuesday, Wednesday: Closed

It is anticipated that the coffee van will encourage more visitors to stop and explore Avoca. The vendor believes the location is safe for pedestrians, patrons and also vehicles exiting back onto the highway.

ATTACHMENTS

1. Claire Garcia letter for motion 011224 [5.3.4.1 - 1 page]
 2. Support Letters Avoca [5.3.4.2 - 4 pages]
-



5.4 COUNCILLOR QUESTIONS ON NOTICE

No Questions on Notice were received.



6 COUNCIL COMMITTEES - CONFIRMATION OF MINUTES

MINUTE NO. 24/0408

DECISION

Cr Adams/Deputy Mayor Lambert

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

Carried Unanimously

Minutes of meetings of the following Committees are attached:

	Date	Committee	Meeting
	9 October 2024	Ross Sports Club Committee	Ordinary
	12 November 2024	Campbell Town District Committee	Ordinary
	13 November 2024	Morven Park Management Committee	Ordinary
	26 November 2024	Cressy War Memorial Swimming Pool Committee	AGM
	26 November 2024	Cressy War Memorial Swimming Pool Committee	Ordinary

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

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



7 COUNCIL COMMITTEES - RECOMMENDATIONS

7.1 CAMPBELL TOWN DISTRICT COMMITTEE

At the ordinary meeting of the Campbell Town District Committee held on the 12 November 2024 and the the following motion/s were recorded for Council's consideration:

7.1.1 Bus Stops And Shelters

MINUTE NO. 24/0409

DECISION

Cr Andrews/Cr Terrett

That the Committee be provided with the latest design plans.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

Officer Recommendation:

That the Committee be provided with the latest design plans.

Committee Recommendation:

Seek the concept plan for High Street, between Pedder and the Red Bridge and also where the bus stops are to be located.

Officer Comment:

The District Committee has received the plans showing the existing bus stops. At this stage Council will look at keeping the north bound bus stop in the existing location and investigating the south bound bus stop being placed Infront of the library (next door to where it is currently located) Stage 1a Concept Plan.

Background:

On the plans for the redevelopment of High Street, the bus stops, plus shelters, are to be relocation to the front of the Court House and Carol's Kitchen on the western side. The relocation will be detrimental to the businesses. Stage 1b Concept Plan.



8 INFORMATION ITEMS

MINUTE NO. 24/0410

DECISION

Cr Adams/Deputy Mayor Lambert

That the Information Items be received.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

8.1 COUNCIL WORKSHOPS/MEETINGS HELD SINCE THE LAST ORDINARY MEETING

Responsible Officer: Des Jennings, General Manager

The General Manager advised that the following workshops/ meetings had been held:

Date Held	Purpose of Workshop
25 November 2024	Council Workshop Presentations <ul style="list-style-type: none">Visit North Tas and REASSIGN Funding – Tracey Mallett Discussion: <ul style="list-style-type: none">Sheepwash Creek – DrainageLand Acquisition and StormwaterCampbell Town Bus StopEvandale Medical CentreHobart Road Shared PathwayPerth Police StationChristmas Lights, EvandaleLongford 1814 WallCouncil’s Courier PageBriefing/Discussion
9 December 2024	Council Meeting Discussion: <ul style="list-style-type: none">Council Meeting Agenda ItemsSt Lukes Way, Campbell TownDrummond Street Pine Trees

8.2 MAYOR'S ACTIVITIES ATTENDED & PLANNED

Mayor’s Activities Attended & Planned for the period 12 November to 3 December 2024 are as follows:

Date	Activity
13 November 2024	Attended Liveable Places, Thriving Communities: Health and Wellbeing Forum online
13 November 2024	Attended Regional Australia Institute ‘Building the Future with your Community’ online
14 November 2024	Attended NTDC Northern Tasmania Regional Land Use Strategy Review, Longford
15 November 2024	Attended NTDC Members Representatives Group Meeting, Launceston
16 November 2024	Attended Avoca Museum and Information Centre working Bee, Avoca
18 November 2024	Attended meeting with resident, Longford
18 November 2024	Attended Council workshop and Ordinary Council Meeting
20 November 2024	Attended LGAT Mayors Workshop and dinner, Launceston
21 November 2024	Attended LGAT General Meeting, Launceston
21 November 2024	Attended Dinner for Southern District Committees, Ross
23 November 2024	Attended Festival of Roses, Woolmers



Date	Activity
23 November 2024	Attended meeting with resident, Longford
23 November 2024	Attended Verandah Music Festival, Evandale
25 November 2024	Attended LGAT Housing Position Statement Launch, online, Longford
25 November 2024	Attended Executive Meeting GM Review, Longford
25 November 2024	Attended NMC workshop
27 November 2024	Attended meeting with X Hemp, Cressy
27 November 2024	Attended meeting with Eskleigh, Perth
27 November 2024	Attended meeting at Perth Early Learning Centre, Perth
27 November 2024	Attended meeting at Missiondale, Evandale
27 November 2024	Attended meeting at Evandale Community Centre, Evandale
27 November 2024	Attended meeting at Campbell Town District High School, Campbell Town
27 November 2024	Attended meeting with resident Campbell Town
27 November 2024	Attended meeting with Mountford Berries, Longford
27 November 2024	Attended Dinner for Northern District Committees, Cressy
28 November 2024	Attended Heritage Highway Association meeting, Oatlands
28 November 2024	Attended Executive Committee meeting, Longford
28 November 2024	Attended Councillors Christmas Dinner, Woolmers
3 December 2024	Attended Avoca Museum and Information Centre meeting, Avoca
	Attended to email, phone, media and mail inquiries

8.3 GENERAL MANAGER'S ACTIVITIES

Acting General Manager and General Manager's Activities Attended & Planned for the period 13 November to 2 December 2024 are as follows:

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

Date	Activity
14 November	Attended Northern Tasmania Regional Land Use Strategy Review – Regional meeting
15 November	Attended meeting with Council's Insurers
18 November	Council Workshop and Council Meeting
20 November	Attended meeting re Swimming Pool Audit
21 November	Attended Southern District Committee Christmas Dinner at Ross
25 November	Attended Council Workshop
26 November	Attended Northern Tasmania Development Corporation Board Meeting
27 November	Attended Northern District Committee Christmas Dinner at Cressy
28 November	Attended Premier's Local Government Council Officer's Meeting
28 November	Attended Councillors Christmas Dinner at Longford

8.4 PETITIONS

PURPOSE OF REPORT

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

OFFICER'S COMMENT

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

[Section 57. Petitions](#)

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



- (1) A person may lodge a petition with a council by presenting it to a councillor or the general manager.
- (2) A person lodging a petition is to ensure that the petition contains –
- (a) a clear and concise statement identifying the subject matter and the action requested; and
 - (b) in the case of a paper petition, a heading on each page indicating the subject matter; and
 - (c) in the case of a paper petition, a brief statement on each page of the subject matter and the action requested; and
 - (d) a statement specifying the number of signatories; and
 - (e) at the end of the petition –
 - (i) in the case of a paper petition, the full name, address and signature of the person lodging the petition; and
 - (ii) in the case of an electronic petition, the full name and address of the person lodging the petition and a statement by that person certifying that the statement of the subject matter and the action requested, as set out at the beginning of the petition, has not been changed.
- (3) In this section –
- electronic petition** means a petition where the petition is created and circulated electronically and the signatories have added their details by electronic means;
- paper petition** means a petition where the petition is created on paper which is then circulated and to which the signatories have added their details directly onto the paper;
- petition** means a paper petition or electronic petition;
- signatory** means –
- (a) in the case of a paper petition, a person who has added his or her details to the paper petition and signed the petition; and
 - (b) in the case of an electronic petition, a person who has added his or her details to the electronic petition.
- 58. Tabling petition**
- (1) A councillor who has been presented with a petition is to –
- (a)
 - (b) forward it to the general manager within 7 days after receiving it.
- (2) A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.
- (3) A petition is not to be tabled if –
- (a) it does not comply with section 57; or
 - (b) it is defamatory; or
 - (c) any action it proposes is unlawful.
- (4) The general manager is to advise the lodger of a petition that is not tabled the reason for not tabling it within 21 days after lodgement.

PETITIONS

No petitions received.

ATTACHMENTS

Nil

8.5 CONFERENCES & SEMINARS: REPORT ON ATTENDANCE BY COUNCIL DELEGATES

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–
- (a) the amount of any liability for rates, whether due or not on the land and outstanding interest or penalty payable in relation to the land;
 - (b) any amount received on account of rates that is held in credit against future liabilities for rates in relation to the land; and
 - (c) the amount of any charge on the land recoverable by the council.

S337. Council land information certificate

- (1) A person may apply in writing to the general manager for a certificate in respect of information relating to land specified and clearly identified in the application.
- (2) The general manager, on receipt of an application made in accordance with [subsection \(1\)](#), is to issue a certificate in the prescribed form with answers to prescribed questions that are attached to the certificate.
- (3) A certificate under [subsection \(2\)](#) relates only to information that the council has on record as at the date of issue of the certificate.
- (4) A prescribed fee is payable in respect of the issue of a certificate.
- (5) The general manager, on request, may provide in or with the certificate any other information or document relating to the land that the general manager considers relevant.
- (6) A council does not incur any liability in respect of any information provided in good faith from sources external to the council.



- (7) A person, with the consent of the occupier or owner of specified land, may request in writing to the general manager that an inspection be carried out of that land to obtain supplementary information relevant to that land.
- (8) If the general manager agrees to a request under [subsection \(5\)](#) or [\(7\)](#), the general manager may impose any reasonable charges and costs incurred.
- (9) In this section –
land includes –
 (a) any buildings and other structures permanently fixed to land; and
 (b) land covered with water; and
 (c) water covering land; and
 (d) any estate, interest, easement, privilege or right in or over land.

	No. of Certificates Issued 2024/2025 year												Total 2024/2025 YTD	Total 2023/24	Total 2022/23
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June			
132	133	79	83	86	75								456	820	763
337	42	41	34	24	49								190	379	391

8.7 ANIMAL CONTROL

Prepared by: Maree Bricknell, Corporate Services Manager

Item	Income/Issues 2023/2024		Income/Issues for November 2024		Income/Issues year to date 2024/2025	
	No.	\$	No.	\$	No.	\$
Dogs Registered	4,100	\$108,319	116	4,533	3,598	93,351
Dogs Impounded	8	\$1,408	1	500	6	873
Euthanised	2		1	627	3	1,212
Re-claimed	6				2	209
Re-homed/Dogs Home						
New Kennel Applications	7	\$1,170			85	4,410
Renewed Kennel Licences	82	\$3,844			4	200
Infringement Notices (paid in full)	95	\$20,266			15	3,441
Legal Action						
Livestock Impounded	2	\$724			1	50
TOTAL		\$135,731		\$5,660		\$103,746

Audits:

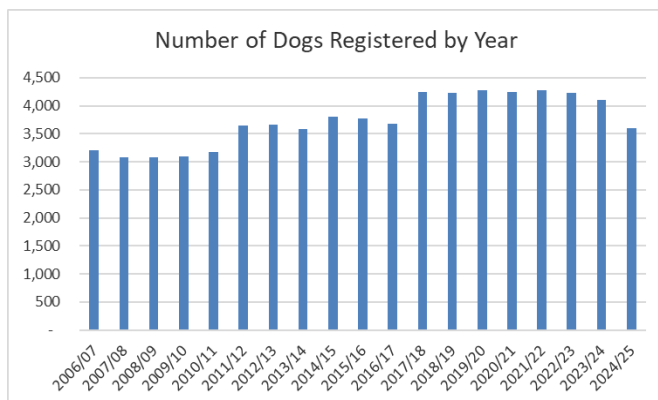
Ongoing including Dangerous Dogs, Kennel Licences, Fire Hazards.

Microchips:

11 dogs microchipped.

Attacks:

0 attacks - nil under investigation.





8.8 ENVIRONMENTAL HEALTH SERVICES

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/ Inspections/ Licences Issued	Prior Years		
	2021/2022	2022/2023	2023/2024
Notifiable Diseases	1	8	9
Inspection of Food Premises	170	133	231
Place of Assembly Approvals	14	9	5

Actions	2024/2025												
	YTD	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Routine Fixed Food Inspections	59	3	13	20	9	14							
Routine Mobile/Market stall Food Inspections	29	-	14	1	14	0							
Preliminary Site Visits – Licensed Premises	10	3	2	1	2	2							
On-site wastewater Assessments	13	1	2	3	5	2							
Complaints/Enquiries – All Types	29	2	7	3	11	6							
Place of Assembly approvals	4	-	1	-	1	2							
Notifiable Diseases	1	-	-	-	-	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	21/22	22/23	23/24	YTD 24/25	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Animal Control	26	28	49	23	4	3	3	13	6							
Building & Planning	77	52	36	30	2	4	3	21	38							
Community Services	54	44	59	13	1	4	3	5	3							
Corporate Services	48	23	26	63	1	2	37	23	30							
Governance	15	21	19	4	-	1	-	3	8							
Waste	12	11	14	9	2	4	3	-	1							
Works	368	352	415	131	29	37	33	32	39							

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

Date	Recipient	Purpose	Amount \$
9-Jul-24	Hunter McGee	Representation - U16 Touch Football Tasmanian Team	100
11-Jul-24	Judy Gurr	Representation - Senior Womens Tasmanian Team	100
11-Jul-24	Denise Middap	Representation - Senior Womens Tasmanian Team	100
11-Jul-24	Rhianna Morrison	Representation - U18 Lawn Bowls Tasmanian Team	100
6-Sep-24	Lucy Johnston	Representation - Aust Interschools National Equestrian Team	100
27-Nov-24	Ryan Sanson	Representation - Tas Junior 8 Ball Team	100
27-Nov-24	Jordan Sanson	Representation - Tas Junior 8 Ball Team	100
6-Sep-24	Campbell Town District High School	Inspiring Positive Futures Program	7,273
16-Oct-24	Campbell Town District High School	End of year school presentation –Secondary	100
16-Oct-24	Campbell Town District High School	End of year school presentation - Primary	50
16-Oct-24	Perth Primary School	End of year school presentation - Primary	50
16-Oct-24	Longford Primary School	End of year school presentation-Primary	50
16-Oct-24	Cressy District High School	End of year school presentation - Secondary	100
16-Oct-24	Cressy District High School	End of year school presentation - Primary	50
16-Oct-24	Evandale Primary School	End of year school presentation - Primary	50
16-Oct-24	Isacc Chapman	Education Bursary - 2nd instalment	1,000
23-Oct-24	Oliver Walker	Education Bursary - 2nd instalment	1,000
23-Oct-24	Breeanna Farrell	Education Bursary - 2nd instalment	1,000
30-Oct-24	Dylan Copolov	Education Bursary - 2nd instalment	1,000
6-Nov-24	Emily Boweman	Education Bursary - 2nd instalment	1,000
27-Nov-24	Helping Hand Association	Contribution	1,500
27-Nov-24	Perth Fire Brigade	Contribution towards Christmas Lolly Run 2024	200
27-Nov-24	Longford Fire Brigade	Contribution towards Christmas Lolly Run 2024	200
		TOTAL	\$15,323

8.11 ACTION ITEMS: COUNCIL MINUTES

Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
21/10/2024	7.2.1	Community Centre Entrance - Safety concerns	Ordinary Meeting of Council	Awaiting external response	That Officers assess the risk after work has been completed.	Executive & Communications Officer, Works Manager	11/11/2024 Executive & Communications Officer Awaiting assessment report 28/11/2024 Executive Assistant Community Centre advised Works Manager awning design not suitable for style of building. Will reassess after door moved, weatherproof/installation of new rubbers and flashing.
21/10/2024	7.3.2	Illawarra Road Bridges review - Weight rating and usage	Ordinary Meeting of Council	Awaiting external response	That Council follow up the request to the Department of State Growth.	Executive & Communications Officer, Executive Assistant,	31/10/2024 Executive & Communications Officer Enquiry has been sent to Department of State Growth.



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
						Executive Assistant	
18/11/2024	16.1	Pine Trees Located on Private Property at Drummond Street, Perth	Ordinary Meeting of Council	Awaiting external response	That Council a) seek legal advice before meeting with the Property Owner; and b) meet with the Property Owner to discuss a way forward in relation to the removal of the trees.	Executive Officer, Works Manager	27/11/2024 Executive Officer A letter with the corresponding attachments was sent on 27 November 2024 to an external lawyer (Anthony Spence - Page Seager), seeking legal advice regarding this matter, in accordance with the decision made at the Council meeting on 18 November 2024.
21/10/2024	7 4.3	Disability Parking	Ordinary Meeting of Council	Awaiting internal response	That Officers assess providing a disability car park and recommend appropriate location.	Executive & Communications Officer, Works Manager	11/11/2024 Executive & Communications Officer 3 Locations are under reviewed
21/10/2024	7 4.1	Ross Bike Rack - location	Ordinary Meeting of Council	Awaiting internal response	That Council notes the committee's recommendation and assesses the viability of the location.	Executive & Communications Officer, Works Manager	11/11/2024 Executive & Communications Officer Location is under review
21/10/2024	14.3	Annual General Meeting 2024	Ordinary Meeting of Council	Completed	That the Northern Midlands Council hold its 2024 Annual General Meeting at the Longford Council Offices at 5pm, on Monday, 9 December 2024.	Executive Assistant, Executive Assistant	11/11/2024 Executive Assistant To be advertised on 23 November, Agenda to be issued 4 December 2024. 03/12/2024 Executive Assistant Advertised, meeting set and AGM agenda being finalised.
18/11/2024	7 1.1	Cressy - Secretarial Funding approval for Street Banners	Ordinary Meeting of Council	Completed	That Council approves the use of the secretarial funding 2023/2024 towards the production of Street Banners for Cressy.	Corporate Services Manager, Executive & Communications Officer	25/11/2024 Executive & Communications Officer Committee has been informed
18/11/2024	14.6	Local Government Association of Tasmania (LGAT): 21 November 2024 General Meeting	Ordinary Meeting of Council	Completed	That Council in relation to the Local Government Association of Tasmania (LGAT) General Meeting to be held on 21 November 2024 delegate Mayor Knowles to vote as per the decision at Council Meeting 18 November 2024.	General Manager	03/12/2024 Executive Assistant Meeting attended.
18/11/2024	14.1	Memorandum of Understanding (MOU): Cressy War Memorial Swimming Pool Fundraising Committee	Ordinary Meeting of Council	Completed	That the Council receives and endorses the proposed Memorandum of Understanding and notes that the committee will be known as Cressy War Memorial Swimming Pool Committee and that any document (or reference) to the committee will have that name.	People & Culture Business Partner	03/12/2024 Executive Assistant MOU finalised and signed by both parties.
22/04/2024	15.2	Nomenclature, Naming of Private Roads: Longford - Kertch Close and Mayfred Close	Ordinary Meeting of Council	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 Cracraft 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. 21/05/2024 Administration / Records Management Officer Maefred Close approved by Placenames with correction to spelling. Kertch Close refused as it already exists in St Leonards. New proposal requires to go back to council for approval. 03/12/2024 Executive Assistant Determined to allocate as Unit 1-24/47 Marlborough Street.
21/10/2024	14.4	Northern Midlands Multi-Purpose Sport and Recreation Complex Funding Application	Ordinary Meeting of Council	Completed	That a decision be deferred pending discussion at a Council Workshop.	Executive Assistant, Executive Assistant	11/11/2024 Executive Assistant Report to Council.



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
18/11/2024	14.3	Northern Midlands Multi-Purpose Sport and Recreation Complex Funding Application	Ordinary Meeting of Council	Completed	That Council a) receive the information provided on the Australian Government's Growing Regions Program Round Two; b) receive the Project Business Case submitted with the application made to the Growing Regions Program Round Two; c) not endorse the recommendation that the Council include \$1,420,259 towards this project in the 2024-2025 Council Budget Mid-Year Review should this funding application be successful, and reimburse the funding allocation over two budget periods from Capital Works Program - Recreation Projects.	Project Officer	25/11/2024 Project Officer The funding application has been withdrawn
18/11/2024	16.2	Notice to Change a Local Highway: Closure of 505m Section of Youl Road, Perth	Ordinary Meeting of Council	Completed	That Council, pursuant to the Local Government Highways Act 1982, close a 505m section of Youl Road Perth, from intersection of Edward towards Cromwell Streets (as described within this report) to vehicular traffic in order to upgrade stormwater drainage and to develop the area as public open space for recreation, including shared pathways.	Engineering Officer	28/11/2024 Engineering Officer Road to be closed in second week of December
22/04/2024	7.1.1	Overnight Camping	Ordinary Meeting of Council	Completed	That Council officers investigate suitable sites which could be declared free overnight rest areas in accordance with Council's policy in Avoca.	Executive Assistant, Senior Planner, 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. 08/08/2024 Executive Assistant Pending review of the Recreational Vehicles: Development and Management of Facilities Policy (Overnight Camping). 29/11/2024 Senior Planner Report to Council meeting of 9 December 2024 on review of the Recreational Vehicles: Development and Management of Facilities policy advises: The zones in Avoca that allow consideration of an overnight camping area are: Open Space Zone (Public Reserve under the Crown Lands Act adjacent to St Paul's River); Local Business Zone (contains no publicly owned land); Low Density Residential Zone (considered undesirable to have an overnight camping area in a residential zone and therefore not considered further); Rural Zone (only on the opposite side of the river and therefore distant from the town centre and not considered further); and Rural Living Zone (only on the opposite



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
							side of the river and therefore distant from the town centre and not considered further). While the Committee seeks an alternate site from the river precinct, there are no other feasible sites under the existing zones of Avoca.
22/07/2024	14.1	Perth's Napoleon Street Park Development	Ordinary Meeting of Council	Completed	That Council a) note the grant of \$127,695 secured through Round Two of the State Government's Open Spaces Grant Program towards the development of the Napoleon Street Park; and b) endorses an allocation of up to \$300,000 from Council's 2024-2025 Reserves towards the project; and c) commits to funding the remaining costs of the project in the draft 2025-2026 Council budget (estimated as \$272,305 in March 2024) for consideration.	Project & Building Compliance Manager, Project Officer	14/08/2024 Executive Assistant 13/08/2024 Executive Assistant Officers seeking quotation for detailed design. 11/11/2024 Executive Assistant Community consultation underway to inform final design. 03/12/2024 Executive Assistant Public consultation completed, and additional consultation undertaken with PELC and Perth Primary to inform detailed design.
22/04/2024	7.4.5	Toilet Signage	Ordinary Meeting of Council	Completed	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	14/05/2024 Executive Assistant Sign has been moved closer to the road. 24 hour toilet signs on order to be installed when received. 14/06/2024 Engineering Officer 24 hour toilet signage to be installed once it is received from signwriter 04/07/2024 Engineering Officer 24 hour toilet signage has been installed outside the train park toilet. Signage to be placed on the door of the Secombe St and Talisker St toilet has been received on 2/7/24 and is to be installed by Council's building maintenance staff. The Old Punt Rd toilet is not considered to be a 24 hour toilet 28/11/2024 Executive Assistant Sign received. Placed 29/11/24.
19/02/2024	7.3.2	Bike Path Extension	Ordinary Meeting of Council	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 10/07/2024 Engineering Officer Awaiting information from the Department of



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
							State Growth 09/08/2024 Engineering Officer Awaiting response from minister 03/09/2024 Engineering Officer Awaiting response from minister 11/10/2024 Engineering Officer Awaiting response from the Department of State Growth 08/11/2024 Engineering Officer Awaiting response from Department of State Growth 28/11/2024 Engineering Officer Awaiting response from Department of State Growth
18/11/2024	14.5	Campbell Town Hall	Ordinary Meeting of Council	In progress	That Council: a) note the costings for the maintenance and restoration of the Campbell Town Hall, and the suggestions for future use of the hall, and b) to proceed with the sale of the Campbell Town Hall in the short term and Council to reassess in 6 months.	Corporate Services Manager, Project Officer	25/11/2024 Project Officer Noted 03/12/2024 Executive Assistant Contract has been provided to one interested party.
18/09/2023	13.7	Campbell Town Swimming Pool	Ordinary Meeting of Council	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.
18/03/2024	15.2	Conara Park Proposal	Ordinary Meeting of Council	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.
21/08/2023	7 4.3	LLDC Recommendation: Mill Dam - 5 July 2023	Ordinary Meeting of Council	In progress	That Council receive a report regarding the Mill Dam reserve area and future ownership thereof.	Executive Assistant, 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. 08/08/2024 Executive Assistant Listed for discussion at 5 August 2024 Council Workshop. 11/11/2024 Executive Assistant Response to August 2024 letter awaited. Follow up correspondence prepared.
20/11/2023	7 2.2	Longford Promotional Signs Welcome to Longford	Ordinary Meeting of Council	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



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
							safety of the structure if impacted by a vehicle. The design is currently being reviewed by an engineering consultant. 14/06/2024 Engineering Officer Onsite sightline assessment completed by consultant on 13/6/24. Awaiting report from consultant 04/07/2024 Engineering Officer Awaiting report from consultant 09/08/2024 Engineering Officer Consultant has provided a report and indicated that the existing design needs to be reviewed to ensure that the sign meets DSG frangibility requirements. The consultant has now commenced this work. 03/09/2024 Engineering Officer Awaiting report from consultant 08/11/2024 Engineering Officer Report received from consultant. Council Officers are currently discussing permit requirements with DSG 28/11/2024 Engineering Officer Report received from consultant. Council Officers are currently discussing permit requirements with DSG
18/11/2024	14.4	Management Committees: Review of Management Agreement	Ordinary Meeting of Council	In progress	That a) Council accept and endorse the proposed changes to the Management Agreement for the Management Committees as attached; and b) Council, in relation to minute reference 24/0171, determines not to restrict close associates of elected members from becoming Council volunteers and Special Committee members; and c) the Management Agreement be sent to Management Committee's for signature; and d) this Management Agreement be effective from the date signed by the Committee to 30 June 2026; and e) a further report be brought to Council in regard to future direction of the Management Committees and the assistance to be provided if they wish to transition to Incorporated Bodies.	Executive Assistant, Executive Officer	03/12/2024 Executive Assistant Management Agreements updated, to be forwarded to Committees together with cover letter.
20/05/2024	14.2	Master Plan: Pioneer Park, Evandale	Ordinary Meeting of Council	In progress	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.	Corporate Services Manager, Project Officer	17/07/2024 Executive Assistant Community consultation to commence 1 August 2024. 09/09/2024 Executive Assistant Listed for workshop discussion. 11/11/2024 Executive Assistant Consultation period completed. Feedback provided to consultant.
29/01/2024	5.3.3	Motion on Notice: Heritage Committee	Ordinary Meeting of Council	In progress	That Council Officer's prepare a report with a view to forming a Special Committee under section 24 of the Local	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



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
					Government Act to establish a Heritage Committee.		competing priorities. Report to be presented to a future Council meeting.
29/01/2024	5 3.2	Motion on Notice: Strategic Property Committee	Ordinary Meeting of Council	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.
21/10/2024	15.3	New Policy: Legal Assistance for Employees	Ordinary Meeting of Council	In progress	That a decision be deferred pending discussion at a Council Workshop.	Executive Assistant, Executive Assistant	11/11/2024 Executive Assistant To be relisted in 9 December 2024 Council meeting agenda. 03/12/2024 Executive Assistant To be relisted for future Council meeting.
21/10/2024	5 3.2	Notice of Motion: Community Strategies	Ordinary Meeting of Council	In progress	That a report be prepared annually giving an update on the progress of the five community strategies approved at the 22 April 2024 Ordinary Council Meeting.	General Manager	03/12/2024 Executive Assistant Update provided in Annual Report. Annual updates to be scheduled.
18/11/2024	5 3.1	Notice of Motion: Perth General Cemetery	Ordinary Meeting of Council	In progress	That Council Officers prepare a report to be presented to a future Council Meeting on the maintenance and possible improvements to the Perth General Cemetery.	Works Manager	03/12/2024 Executive Assistant Council Officers to investigate and provide possible options.
22/04/2024	7 3.1	Pedestrian Crossing Wellington and Marlborough Streets	Ordinary Meeting of Council	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.
21/10/2024	15.2	Policy Review: Councillors Allowances, Travelling and Other Expenses	Ordinary Meeting of Council	In progress	That a decision be deferred pending discussion at a Council Workshop.	Executive Assistant, Executive Assistant	11/11/2024 Executive Assistant To be relisted in 9 December 2024 Council meeting agenda. 03/12/2024 Executive Assistant To be relisted for future Council meeting.
18/11/2024	14.2	Proposed Community Garden at Perth	Ordinary Meeting of Council	In progress	That Council a) note the request by the local group, Parents for Climate Change, to develop a community garden at Perth; and b) approve the request in-principle subject to the provision of a site plan by Parents for Climate Change for consideration by Council.	Project Officer	03/12/2024 Executive Assistant Council Officers to meet with Parents for Climate Change and NRM North for site inspection on 6/12/24.
18/11/2024	9.1	Public Questions	Ordinary Meeting of Council	In progress	Question on Notice, Mr John Izzard re 26a Tannery Road, Longford - TASCAT Settlement Letter query.	Corporate Services Manager	3/12/2024 Executive Assistant Advice to be provided to Mr Izzard.
19/02/2024	7 3.1	Reduction in Speed Limit	Ordinary Meeting of Council	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 10/07/2024 Engineering Officer Awaiting response from minister 09/08/2024 Engineering Officer Awaiting response from minister 03/09/2024 Engineering Officer Awaiting response from minister 11/10/2024 Engineering Officer Awaiting response from minister 08/11/2024 Engineering



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
							Officer Awaiting response from minister 28/11/2024 Engineering Officer Awaiting response from Department of State Growth
21/10/2024	7.1.3	Special funding for footpath extension	Ordinary Meeting of Council	In progress	That Council note the request and the decision from the August 2024 Council Meeting.	Executive & Communications Officer, Project & Building Compliance Manager, Works Manager	31/10/2024 Executive & Communications Officer Committee has been informed.
18/03/2024	7.3.2	Speed Limit Change: Illawarra Road	Ordinary Meeting of Council	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. 14/05/2024 Executive Assistant Letter sent 18 April 2024. 09/08/2024 Engineering Officer Awaiting response from DSG 03/09/2024 Engineering Officer Awaiting response from DSG 11/10/2024 Engineering Officer Awaiting response from DSG 08/11/2024 Engineering Officer Awaiting response from Department of State Growth 28/11/2024 Engineering Officer Awaiting response from Department of State Growth
20/03/2023	16.1	Sticky Beaks Cafe Corner (cnr Wellington and Marlborough Streets): Upgrades and Safety	Ordinary Meeting of Council	In progress	That the JMG report Option Two (steel bollards) be revisited and that a time-line be put in place to implement this recommendation should that be an approved solution. Further that a report be undertaken to develop a detailed analysis for the intersection and the traffic flows in the centre of Longford.	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 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



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
							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. 10/07/2024 Engineering Officer Awaiting information from the Department of State Growth 09/08/2024 Engineering Officer Discussed with Garry Hills (Department of State Growth) 9/8/24. Garry advised that it is anticipated that a consultant will be engaged soon. 03/09/2024 Engineering Officer Awaiting further information from DSG 11/10/2024 Engineering Officer Draft Report received from DSG. Council officers are currently reviewing the findings of the Draft Report 08/11/2024 Engineering Officer Council Officers have reviewed Draft Report and provided comment to DSG, awaiting their response. 28/11/2024 Executive Assistant Awaiting reply from DSG - emailed 28/11.
29/01/2024	7 4.4	Train Park	Ordinary Meeting of Council	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.
19/08/2024	14.3	Policy Review: Dog Management	Ordinary Meeting of Council	On hold	That 2) a further report be presented to a Council workshop for discussion on Kennel Licencing.	Executive Officer	11/11/2024 Executive Assistant Report to be prepared for discussion at forthcoming Council workshop. 11/11/2024 Executive Assistant On hold pending outcome of review being conducted by RSPCA.
22/04/2024	7 5.1	Ross Community Sports Club Management Committee: Memorial for Sue Kay	Ordinary Meeting of Council	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. 28/11/2024 Executive Assistant Awaiting RLDC confirmation of wording. 28/11/2024 Executive Assistant Awaiting RLDC confirmation of wording.



8.12 RESOURCE SHARING SUMMARY: 01 JULY 2024 TO 30 JUNE 2025

Resource Sharing Summary 1/7/24 to 30/6/25 As at 30/11/2024	Units Billed	Amount Billed GST Exclusive \$
Meander Valley Council		
Service Provided by NMC to MVC		
Street Sweeping Plant Operator Wages and Oncosts	144	16,965
Street Sweeper - Plant Hire Hours		
Total Services Provided by NMC to Meander Valley Council		\$16,965
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	144	\$16,965
Total Net		
Private Works and Council Funded Works for External Organisations	Hours	Amount \$
Works Department Private Works Carried Out	114.5	11,930
	114.5	\$11,930

8.13 VANDALISM

Prepared by: Jonathan Galbraith, Engineering Officer

Incident	Location	October 2024	Estimated Cost of Damages	
			Total to Date 2024/25	Total 2023/24
Vandalism at Pioneer Park	Evandale	\$ 600		
Vandalism at Victoria Square	Longford	\$ 400		
Vandalism at Valentines Park	Campbell Town	\$ 800		
Fittings stolen from toilet at Waste Transfer Station	Campbell Town	\$ 400		
TOTAL COST VANDALISM		\$ 2,200	\$12,700	\$ 28,300

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			
	6/11	30	
	13/11	30	
	20/11	25	
	27/11	45	
Cressy			
	7/11	55	
	14/11	N/a	Not held due to sports carnival.
	21/11	25	
	28/11	N/a	Not held due to poor weather, no indoor space available.



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. This program is supported by the Longford Rotary Club.

Attendance for the month of November as follows:

Session Venue	Date of Session	Attendance	Comment
Longford			
	5/11	3	Grade 5/6's on School excursion
	12/11	14	Terracotta pot painting and outside picnic
	19/11	13	

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 November as follows:

Session Venue	Date of Session	Attendance	Comment
Perth			
	7/11	12	
	14/11	19	
	21/11	11	
	28/11	13	
Evandale			
	6/11	25	
	13/11	35	
	20/11	30	
	27/11	N/a	Not held due to rain and no indoor space available.12

Youth Gym Exercise Class- Longford

Motivty Fitness offers fun group sessions focusing on building fundamental movement through exercise. Young people learn to work as a team and push themselves physically in a safe and encouraging environment. Supporting opportunities to participate in activities that support health and wellbeing. Free for young people to participate, removing financial barriers to access the program. Ages 12-16.

Session Venue	Date of Session	Attendance	Comment
Longford			
	6/11	8	
	13/11	7	
	20/11	10	
	27/11	11	

Taiko Drumming - Longford

Working with Longford Primary School and Launceston PCYC to engage a group of students with the program. Taiko drumming offers a platform for students to channel their emotions constructively, with the structured nature of learning Taiko can help to improve focus and concentration. Taiko also focus on teamwork and communication skills, boosting confidence and social interaction abilities

Session Venue	Date of Session	Attendance	Comment
Longford			
	4/11	N/a	Not held due to public holiday.
	11/11	20	
	18/11	16	
	25/11	13	



Meetings/Programs

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

Spring Clean- Northern Midlands:

Northern Midlands is taking part of Clean Up Australia's Spring Clean. NRM North is engaging their Circular North Education to do a presentation to Schools in the Northern Midlands providing education to young people. To continue this project NMC's Recycling Trailer has been placed at Schools throughout the Municipality in November- students are able to bring items in and 'feed' it to the recycling trailer. Items include glasses, printer cartridges, mobile phones, batteries, X-rays and Bread Tags.

Netball Workshop, Campbell Town:

Throughout October- December, ReLink are running a free 6 week inclusive Under 12 Netball workshop for young people in Campbell Town. This initiative offers opportunities for young people to participate in activities that support their health and wellbeing whilst improving access to programs. ReLink offer a supportive and inclusive environment for beginner and experienced players.

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 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.

Breakfast Club support:

Youth Officer has been working with Salvation Army to provide further support to Evandale Primary and Campbell Town District High Schools breakfast club, including donation of new toasters and gift vouchers to purchase fruit and other valuable items. Further support as requested. 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.

Leadership sessions:

Youth Officer has been working with Student Leaders at Cressy District High School running workshops focusing on leadership development. Sessions focus 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.

Social Connections:

Working with School Nurse at Campbell Town District High School to offer a lunchtime Friendship and Social Group addressing social isolation, developing friendships through games and activities- focusing on communication skills. This group is well received by the young people who join each week and offers an opportunity for input on activities- allowing young people's views and needs to be considered in groups activities.



Leadership SLC Evandale:

Youth Officer will be working with Evandale Student Leaders supporting the development of leadership development including communication and teamwork. Helping the young leaders to run engaging activities for students to participate offering opportunities to participate in activities that support their health and wellbeing. Currently sessions are well received and enjoyed by participants.

Reclink Program:

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. Reclink 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. This program is available to Schools across the Northern Midlands.

8.15 INTEGRATED PRIORITY PROJECTS & STRATEGIC PLANS UPDATE

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

CURRENT AT 25 November 2024

INTEGRATED PRIORITY PROJECTS PLAN:

Progress Report:

		Not Started (obstacles)	On Hold	On Track	Completed	
Project				Status	\$	Scheduled
1 Progress: Economic health and wealth - grow and prosper						
Foundation Projects						
4.1	<i>Main Street Upgrades: Campbell Town, Longford & Perth</i>	Gov	On Track	Campbell Town 2022 Election Commitment secured through the Priority Community Infrastructure Program (PCIP) DA approved.	Budget allocation 2024/25 plus contribution from \$8m Federal Govt Election Commitment 2022.	2,450,000 Finalising tender documentation, Working through State Growth requirements.
		Gov	Completed	Longford DA submitted.	Budget allocation 2024/25 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 Grant Variation approval being progressed.
		C&D	On Track	Perth 2022 Election Commitment secured through the PCIP DA approved.	Contribution from \$8m Federal Govt Election Commitment 2022.	Commenced.
4.1	<i>Longford Memorial Hall Upgrade</i>	Gov	Completed	Federal Govt Election Commitment 2019; Local Roads and Community Infrastructure allocation.	Main Building & BBQ shelter completed.	Complete.
4.4	<i>TRANSLink Intermodal Facility</i>	Gov	On Track	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. Further \$30m commitment subject to planning stage.	5,000,000 Business Case for the first \$5 million submitted. Funding agreement signed. Work underway towards contracting preferred external lead project provider.
Enabling Projects						
5.1	<i>Perth Sports Precinct & Community Centre</i>	Gov	On Track	Concept master plan developed October 2020. Included in NMC Priority Projects	Valuation received.	Nominated as a Project of Regional Priority.



Project		Status	\$	Scheduled
		document.		
5.1	Ben Lomond Public Shelter Development	Gov		Not scheduled at this stage.
		Feasibility Study: Investment in Ben Lomond Ski Field Northern Tasmania Included in NMC Priority Projects document. Govt has completed new public shelter. Government has committed to development of a master plan.	Staff resources only to support grant funding applications.	
5.3	Campbell Town – Town Hall Sale or Lease	Gov		Report to November 2024 Council Meeting
		Agent appointed – all offers to be presented to Council.		
5.3	Longford Library & exhibition Building on the Village Green	Gov		
		Longford Motor Sport Museum Included in NMC Priority Projects document.	No budget allocation staff resources only.	
5.3	Power Undergrounding in Evandale, Longford & Perth	Works		Not scheduled at this stage.
		Awaiting funding streams to come available. Included in NMC Priority Projects document.	No budget allocation staff resources only.	
5.4	Subdivisions (several – Cressy, Evandale, Longford & Perth)	C&D		Detention works not scheduled at this stage.
		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.	
2 People: Cultural and society – a vibrant future that respects the past				
<i>Enabling Projects</i>				
5.1	Recreation Ground Upgrades)	Gov		Not scheduled at this stage.
			Campbell Town, Evandale and Cressy NMC Priority Projects document. Funding to be sought for oval upgrades.	
		Gov		Sealing of car park for future budget.
			Cressy Recreation Ground Cricket Australia & State Govt funding secured towards the upgrade of the practice facility, car park and dump point.	
			Perth Recreation Ground Amenities, topdressing, cricket net upgrade.	Completed.
			Longford Recreation Ground Irrigation system install and preparation for 2 nd ground.	Completed.
5.1	Swimming Pool Upgrades (several)	Gov		Not scheduled at this stage.
			Covering of Campbell Town & Cressy Swimming Pools Included in NMC Priority Projects document.	
		Gov		In progress. Completed prior to season opening.
			Cressy: Solar system replacement Ross: Pool operation to continue (as per the current funding model) whilst structurally/operationally safe to do so.	Allocation 2024/25 Budget allocation 2023-24 towards WHS issues.
5.2	Shared Pathways	Gov		Hobart Road shared pathway design 90% complete.
			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: Funding application being prepared to Active Transport Fund.
4 Place: Nurture our heritage environment				



	Project		Status	\$	Scheduled
Foundation Projects					
4.2	Perth South Esk River Parklands	Gov	Building Better Regions Fund grant secured towards the extension of the walkway, installation of footbridge and BBQ. Included in NMC Priority Projects document.		Completed.
4.3	Sheepwash Creek Corridor & Open Space	Gov	Grants secured for major new/improved infrastructure. Included in NMC Priority Projects document.	Commonwealth Government Disaster Ready funding successfully sought. Budget allocation 2024/25.	3,700,000 Scheduled.
4.5	Municipal Tree Planting Program		Annual program implemented. Included in NMC Priority Projects document.	Included in annual operating budget.	Ongoing.
Enabling Projects					
5.1	Conara Park Upgrade	Gov	Concept prepared: awaiting funding opportunities. Included in NMC Priority Projects document.	Negotiating with State Growth.	Awaited 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.		Completed.

- 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 nearing completion.
- Ross Men’s Shed Extension: Grant Agreement signed. First and second progress reports submitted.
- Napoleon Street Park – \$127,695 secured through the State Government Open Spaces Grant Round Two. Council resolved at July 2024 Council Meeting to fund the work across two financial years.
- Longford Community/Neighbourhood House – lobbying State Government.
- Longford Caravan Park Amenities – substantially complete.
- Seccombe Street Reserve Raised Pavement Platform – Vulnerable Road User grant of \$50,000 secured – work completed. Acquittal report submitted.
- Application submitted to Community Energy Upgrades Fund Round One for solar system at the Longford Community Sports Centre. Outcome awaited.
- Application submitted to Community Climate Change Action Grants for solar and backup battery for Longford Town Hall. Outcome awaited.
- Application submitted to Growing Regions Grants Program Round Two for the development of the Northern Midlands Multi-Purpose Sport and Recreation Complex. Application withdrawn.

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

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

Tourism update:

- Events:
 - o 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.
 - o Update and distribute “What’s On” events list.
 - o Update NMC website calendar.
 - o 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.
 - o The Hydro Tasmania/Cressy Community Trout Expo held in October reported a successful event with over



850 patrons attending. Over 150 fish were caught, eight with prizes attached. The Expo President's report is attached. LOCATED F:\Usr\Fiona.Dewar\01. TOWN SPECIFIC\CRESSY\Trout Expo

- o Longford Blooms held 16-17 November reported attendance of approximately 4,000, successfully fundraising \$42,940.59 for two charities, The Helping Hand and Care For Africa. Longford Blooms have supported these two charities since 2015. Anecdotal reports from the event organiser advise local businesses reported record sales over the weekend.
- Northern Midlands Visitor Centres Group:
 - o Disseminate updates and information from TVIN, emergency alert agencies, DSG roadworks updates, etc.
- Industry, Interpretation, Other Projects:
 - o Participate with working group for Governor's visit.
 - o Progress manufacture of Longford Legends plaques.
 - o Progress South Esk River Birds sign design.
 - o Progress Perth 15 pound canon interpretation sign planning.
 - o Evandale, the Verandah Music Festival, and the Penny Farthings featured on the ABC program Back Roads, Tuesday 12 November 2024.

HHTRA update:

- 28.11.24: HHTRA Workshop and general meeting. Workshop attended by representatives from DST, VNT, Brand Tasmania, State Growth, and a landscape architect.
 - Ongoing marketing activities include website blog posts and social media. Working with Destination Southern Tasmania to whom the HHTRA outsource digital marketing activities and webpage maintenance.
 - Administrative tasks/correspondence etc.
-



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

At approximately 5.50pm following conclusion of discussion and decision on Item no. 5.3.2, Council commenced with Item 9. Public Question & Statements and Items listed under Items 11 and 12 relating to Planning as listed in the Agenda for the meeting.

No Public questions were received.



10 COUNCIL ACTING AS A PLANNING AUTHORITY

MINUTE NO. 24/0403

DECISION

Deputy Mayor Lambert/Cr Adams

That the Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* for Agenda Item 11.1.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That the Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* for Agenda Item 11.1.

Section 25 (1) of the Local Government (meeting procedures) Regulations require that if a Council intends to act at a meeting as a Planning Authority under the *Land Use Planning and Approvals Act 1993*, the Chairperson is to advise the meeting accordingly.

10.1 STATEMENTS

REPRESENTATIONS ON PLANNING ITEMS

A maximum of 4 persons per item (2 for and 2 against) will be permitted to address Council on a planning item. After the representation has been made, Councillors are permitted to ask questions of the party who made the representation.

Each speaker is limited to a maximum of 3 minutes.

PLAN 11.1: PLN24-0139; 22 Tannery Road, Longford; Illuminated Ground Based Sign

PLN24-0139; 22 Tannery Road, Longford; Illuminated Ground Based Sign

Ms Blaze Barker, JBS Plant Manager

- Entered negotiations with Council Officers after public representations were received.
- New signage is part of company rebranding from red/white to new blue and green logo.
- Revised plans include location of sign, landscaping and lighting.



11 PLANNING REPORTS

11.1 PLN24-0139; 22 TANNERY ROAD, LONGFORD; ILLUMINATED GROUND BASED SIGN

File: 113000.03; PLN24-0139
Responsible Officer: Des Jennings, General Manager
Report prepared by: Paul Godier, Senior Planner

MINUTE NO. 24/0404

DECISION

Cr Adams/Cr Archer

That application PLN-24-0139 to develop the land at 22 Tannery Road, Longford for Ground Base Sign (Illuminated) be approved subject to the following conditions:

1 Layout not altered

The development must be in accordance with the endorsed documents, except as varied by condition 2 below:

- P1 Site Plan, JBS Australia Pty Limited, Project No: LFD-05-003, Sheet 1, Issue A, Dated 11.10.24;
- D1 JBS Longford Signage Proposal, JBS Australia Pty Limited; and
- D2 Written Submission, Neil Brereton, Dated: 5 September 2024.

2 Revised plans required.

Prior to the commencement of the development, revised plans to the approval of the General Manager must be provided. When approved the plans will form part of this permit. The plans must show:

- The sign to be located 1.5m south-west of the Give Way sign.
- Landscaping with low plants such as mondo grass between the sign and Tannery Road frontage.

3 Illuminated sign conditions

- (a) Backlighting of the sign is permitted only of the lettering and the curved blue components of the company logo.
- (b) The sign must only be illuminated between the hours of 6.00pm and 6.00am.

4 Landscaping

Landscaping as shown on the endorsed plans must be installed at the time that the sign is installed and maintained in accordance with the endorsed plans.

5 Removal of existing sign

Before the sign is installed, the existing sign on CT 197160/1 advertising JBS, below the sign advertising Koppers, must be removed.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil



RECOMMENDATION

That application PLN-24-0139 to develop the land at 22 Tannery Road, Longford for Ground Base Sign (Illuminated) be approved subject to the following conditions:

1 Layout not altered

The development must be in accordance with the endorsed documents, except as varied by condition 2 below:

- P1 Site Plan, JBS Australia Pty Limited, Project No: LFD-05-003, Sheet 1, Issue A, Dated 11.10.24;
- D1 JBS Longford Signage Proposal, JBS Australia Pty Limited; and
- D2 Written Submission, Neil Brereton, Dated: 5 September 2024.

2 Revised plans required.

Prior to the commencement of the development, revised plans to the approval of the General Manager must be provided. When approved the plans will form part of this permit. The plans must show:

- The sign to be located 1.5m south-west of the Give Way sign.
- Landscaping with low plants such as mondo grass between the sign and Tannery Road frontage.

3 Illuminated sign conditions

- (a) Backlighting of the sign is permitted only of the lettering and the curved blue components of the company logo.
- (b) The sign must only be illuminated between the hours of 6.00pm and 6.00am.

4 Landscaping

Landscaping as shown on the endorsed plans must be installed at the time that the sign is installed and maintained in accordance with the endorsed plans.

5 Removal of existing sign

Before the sign is installed, the existing sign on CT 197160/1 advertising JBS, below the sign advertising Koppers, must be removed.

1 INTRODUCTION

This report assesses an application for a Ground Base Sign (Illuminated) against the relevant provisions of the *Tasmanian Planning Scheme – Northern Midlands* (SPP version 7 effective 26 June 2024 and LPS version: 11 effective from 16th April 2024).

2 STATUTORY REQUIREMENTS

Council acts as a Planning Authority for the assessment of this application under the Land Use Planning and Approvals Act 1993 (the Act). Council as the Planning Authority must determine the application for a permit pursuant to Section 51(2) of the Act and 6.10 of the *Tasmanian Planning Scheme – Northern Midlands* (the Scheme).

The proposal is an application pursuant to section 57 of the Act (i.e., a discretionary application). Determination of the application is a statutory obligation. In determining an application, the Planning Authority must take into consideration:

- all applicable standards and requirements in this planning scheme; and
- any representations received pursuant to and in conformity with section 57(5) of the Act.

In the case of the exercise of discretion to refuse or approve the application, items a) and b) above must be considered only as far as each matter is relevant to the particular discretion being exercised.

All applicable standards and requirements in this planning scheme

Compliance with the applicable standards consists of complying with the Acceptable Solution or satisfying the Performance Criteria for that standard. Where an application complies with an Acceptable Solution, the corresponding Performance Criteria cannot be considered. Where an application does not comply with an Acceptable Solution, the application must be assessed against the corresponding Performance Criteria. An assessment of the applicable standards pertaining to this application is included in section 5 of this report.

Any representations received pursuant to and in conformity with section 57(5) of the Act.

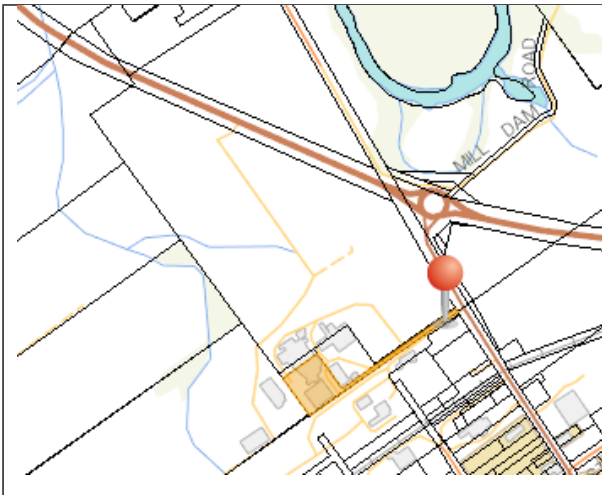
The council as the Planning Authority is obliged to consider the views raised by the community by way of representation received during the public notification period. However, decisions made by the Planning Authority must be in accordance with the Act and the planning scheme. This means that Council as the Planning Authority can only consider matters raised in representations that insofar as those matters are relevant to the particular discretion being exercised. Consideration of matters that are not relevant to the particular discretion being exercised risks a decision being made that cannot stand up to challenge through the Tasmanian Civil and Administrative Tribunal. An assessment of the representation/s is included in section 5.5 of this report.

3 APPLICATION DETAILS AND TIMEFRAMES

Existing use/development:	Abattoir and General Retail and Hire
Use classification:	A sign is not required to be categorised into one of the Use Classes (6.2.6)
Zone:	General Industrial
Particular Purpose Zone/Specific Area Plan:	N/a
Applicable codes:	C1.0 Signs Code C2.0 Parking and Sustainable Transport Code
Application must be determined by:	13 December 2024
Recommendation:	Approval subject to conditions.

4 SUBJECT SITE AND LOCALITY

Subject site



Zone Map



Aerial image of the site and surrounding area



Photographs of subject site



5 PLANNING SCHEME ASSESSMENT

This assessment has been made by a suitably qualified person and a professional recommendation has been provided for the Planning Authority to consider. The professional recommendation detailed further in this report considers (where relevant) previous decisions and case law of the Tasmanian Civil and Administrative Tribunal (TASCAT) and is an unbiased assessment of the applicable standards and the suitability of the proposed development.

GENERAL PROVISIONS		Applicable (Y/-)
7.1	Changes to an Existing Non-conforming Use	-
7.2	Development for Existing Discretionary Uses	-
7.3	Adjustment of a Boundary	-
7.4	Change of Use of a Place listed on the Tasmanian Heritage Register or a Local Heritage Place	-
7.5	Change of Use	-
7.6	Access and Provision of Infrastructure Across Land in Another Zone	-
7.7	Buildings Projecting onto Land in a Different Zone	-
7.9	Demolition	Y – partial demolition of wooden fence
7.10	Development Not Required to be Categorised into a Use Class	-
7.11	Use or Development Seaward of the Municipal District	-
7.12	Sheds on Vacant Sites	-
7.13	Temporary Housing	-



CODE		Applicable (Y/-)	Exemption Applied
C1.0	Signs Code	Y	-
C2.0	Parking and Sustainable Transport Code	Y	No parking provisions apply for signage
C3.0	Road and Railway Asset Code	-	
C4.0	Electricity Transmission Infrastructure Protection Code	-	
C5.0	Telecommunications Code	-	
C6.0	Local Historic Heritage Code	-	
C7.0	Natural Assets Code	-	
C8.0	Scenic Protection Code	-	
C9.0	Attenuation Code	-	
C10.0	Coastal Erosion Hazard Code	-	
C11.0	Coastal Inundation Hazard Code	-	
C12.0	Flood-Prone Areas Hazard Code	-	
C13.0	Bushfire Prone Areas Code	-	
C14.0	Potentially Contaminated Land Code	-	
C15.0	Landslip Hazard Code	-	
C16.0	Safeguarding of Airports Code	-	

PARTICULAR PURPOSE ZONES		Applicable (Y/-)
NOR-P1.0	Particular Purpose Zone – Campbell Town Service Station	-
NOR-P2.0	Particular Purpose Zone – Epping Forest	-

SPECIFIC AREA PLANS		Applicable (Y/-)
NOR-S1.0	TRANSlink Specific Area Plan	-
NOR-S2.0	Campbell Town Specific Area Plan	-
NOR-S3.0	Cressy Specific Area Plan	-
NOR-S4.0	Devon Hills Specific Area Plan	-
NOR-S5.0	Evandale Specific Area Plan	-
NOR-S6.0	Longford Specific Area Plan	Does not apply to the General Industrial Zone
NOR-S7.0	Perth Specific Area Plan	-
NOR-S8.0	Ross Specific Area Plan	-

The relevant Scheme definitions are:

Table 3.1 Planning Terms and Definitions	
Sign	Means a device, structure, depiction, or the like, that is intended to give information, advertise or attract attention to a place, product, service or event.

The proposed development (sign) does not need to be categorized into a use class. Clause 7.10.1 states that an application for development that is not required to be categorised into one of the Use Classes under sub-clause 6.2.6 of this planning scheme and to which 6.8.2 applies, excluding adjustment of a boundary under sub-clause 7.3.1, may be approved at the discretion of the planning authority. In exercising its discretion, the Planning Authority must have regard to the purpose of the zone, local area objectives, code, specific area plan and/or site-specific qualifications.



5.1 STATE PLANNING PROVISIONS – ZONE PROVISIONS

ASSESSMENT OF THE GENERAL INDUSTRIAL ZONE PROVISIONS

Zone Purpose

Assessment against the zone purpose is required as there is no use class assigned to development of a sign (per 7.10.3).

19.1	Zone Purpose
19.1.1	To provide for manufacturing, processing, repair, storage and distribution of goods and materials where there may be impacts on adjacent uses.
Assessing Officers Comments	The sign is for an abattoir (resource processing). Complies with the zone purpose.
19.1.2	To provide for use or development that supports and does not adversely impact on industrial activity.
Assessing Officers Comments	The sign supports an industrial activity (abattoir) and does not adversely impact on industrial activity. Complies with the zone purpose.

19.3 Use Standards

19.3.1 Discretionary Uses		
Description	Assessment	
A1 No Acceptable Solution	A1 Not applicable. A sign does not need to be categorised into one of the Use Classes (6.2.6)	
19.4 Development Standards for Buildings and Works		
Clause	Description	Assessment
19.4.1	Building height	A1 Not applicable, signage is not a building.
19.4.2	Setback	A1 Not applicable, signage is not a building.
19.4.3	Landscaping	A1 Not applicable, signage is not a building.
19.5 Development Standards for Subdivision		
Clause	Description	Assessment
19.5.1	Lot Design	A1 Not applicable.
		A2 Not applicable.
		A3 Not applicable.
19.5.2	Services	A1 Not applicable.
		A2 Not applicable.
		A3 Not applicable.

5.2 LOCAL PLANNING PROVISIONS – PARTICULAR PURPOSE PROVISIONS / SPECIFIC AREA PLAN PROVISIONS

Not applicable.

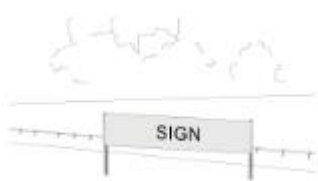
5.3 STATE PLANNING PROVISIONS – CODE PROVISIONS

C1.0 SIGNS CODE

Code Purpose

Assessment against the code purpose required as there is no use class assigned to a sign (per 7.10.3).

C1.1	Code Purpose
C1.1.1	To provide for appropriate advertising and display of information for business and community activity.
Assessing Officers Comments	The sign complies with the acceptable solutions for a ground based sign and with the performance criteria for an illuminated sign, as discussed below. The proposed sign complies with the code purpose.
C1.1.2	To provide for well-designed signs that are compatible with the visual amenity of the surrounding area.
Assessing Officers Comments	The sign complies with the acceptable solutions for a ground based sign and with the performance criteria for an illuminated sign, as discussed below. The lettering and graphics will be internally illuminated rather than the whole sign. The applicant has agreed to some low plantings between the sign and Tannery Road frontage. The proposed sign complies with the code purpose.
C1.1.3	To ensure that signage does not disrupt or compromise safety and efficiency of vehicular or pedestrian movement.
Assessing Officers Comments	The applicant has agreed that the sign will be 1.5m from and lower than the Give Way sign. The proposed sign complies with the code purpose.

Sign Type	Definition
Ground Base Sign 	Means a freestanding sign permanently attached to the ground on its own supportive structure, but not including a pole/pylon sign or a blade sign.

C1.6 Development Standards for Buildings and Works		
Clause	Description	Assessment
C1.6.1	Design and siting of signs	A1 Complies, the sign is located within the applicable zone for the relevant sign type as set out in Table C1.6; and the sign meets the signs standards for the relevant for the sign type including size (no higher than 2.4m above the ground, sign will be 1.5m) as set out in Table C1.6
		A2 Complies, the sign is not less than 2m from the boundary of any lot in the General Residential Zone, Inner Residential Zone, Low Density Residential Zone, Rural Living Zone or Landscape Conservation Zone.
		A3 Complies. One ground base sign is proposed, with no existing ground base sign on the site (pole sign and wall signs present).
C1.6.2	Illuminated signs	A1 No acceptable solution. Proposal relies on performance criteria.
C1.6.3	Third party sign	A2 Complies. The illuminated sign visible from public places in adjacent roads will not create the effect of flashing, animation or movement.
C1.6.4	Signs on local heritage places and in local heritage precincts and local historic landscape precincts	A1 Not applicable.



From the table above, where the acceptable solution has not been met, the performance criteria is addressed below.

Discretions	
C1.6.2	Illuminated sign
P1	<p>An illuminated sign must not cause an unreasonable loss of amenity to adjacent properties or have an unreasonable effect on the safety, appearance or efficiency of a road, and must be compatible with the streetscape, having regard to:</p> <ul style="list-style-type: none"> (a) the location of the sign; (b) the size of the sign; (c) the intensity of the lighting; (d) the hours of operation of the sign; (e) the purpose of the sign; (f) the sensitivity of the area in terms of view corridors, the natural environment and adjacent residential amenity; (g) the intended purpose of the changing message of the sign; (h) the percentage of the sign that is illuminated with changing messages; (i) proposed dwell time; and (j) whether the sign is visible from the road and if so the proximity to and impact on an electronic traffic control device.
Assessing Officers Comments	<p>The illuminated sign will not cause an unreasonable loss of amenity to an adjacent property as all adjacent properties are agricultural, industrial uses or commercial uses. The sign is located within the property boundary and not on a frontage. The sign is located perpendicular to Tannery Road South and setback at least 10m from the edge of seal of Tannery Road South.</p> <ul style="list-style-type: none"> (a) The sign location will replace an existing fence for part of the fence, and adjacent to the private access road to JBS and Koppers logging. (b) The sign will be 1500mm high x 2600mm wide (noting ground base sign allows up to 2400mm to be permitted). (c) Just the letters and curved graphics of the sign will be backlit giving a low lux glow behind the lettering and curved blue graphics of the JBS logo, which is unobtrusive, whilst providing property identification for vehicles, particularly large vehicles requiring to access the site outside daylight hours. The white background surface component of the sign will not be lit. (d) The lighting (backlighting) will operate from 6.00pm to 6.00am. (e) The purpose of the sign is to direct visitors and deliveries to the facility as the facility entrance and security hut is some distance from the access junction to Tannery Road South. (f) As the sign is not immediately adjacent to the road or frontage, the sign is not obtrusive as it will not obstruct view corridors, the sign is also located below Tannery Road South surface level with landscaping existing between the sign and the road. (g) The sign will not have a changing message. (h) The sign will not have a changing message. (i) Not applicable. (j) The sign will be visible from the road from both directions, as this is the purpose of the sign to provide identification to the property for visitors and deliveries to the facility outside daylight hours. The sign is perpendicular to the road and will be well off the verge and surface of Tannery Road South, with a change of ground level and vegetation assisting to mitigate any unreasonable effect on safety, appearance or efficiency of the road. <p>The proposal complies with the performance criteria.</p>

5.4 REFERRALS

<p><u>Council's Infrastructure & Works Department – NMC</u></p> <p>Council's Infrastructure and Works Department (Jonathan Galbraith / Cameron Oakley) advised on 21 August 2024 that the department has no comment to make in relation to this application.</p>
<p><u>TasWater</u></p> <p>TasWater advised Council on 17 October 2024 that pursuant to the <i>Water and Sewerage Industry Act 2008</i> (TAS) Section 56P(1) TasWater has assessed the application and determined that the proposed development does not require a submission from TasWater.</p>



5.5 REPRESENTATIONS

Notice of the application was given in accordance with Section 57 of the Act. A review of Council's Records management system after completion of the public exhibition period revealed that two representations were received.

Issue	Does not meet objective 2.2 of NMC Urban Design Strategy (Sept 2017) - Tannery Rd South to, <i>Reduce the Industrial interface along the western side of Tannery Road South and provide colour and greenery to reduce the visual impact of the adjoining industrial premises and enhance the streetscape.</i>
Assessing Officers Comments	The sign must be assessed against the provisions of the Planning Scheme. The proposal relies on one performance criteria, illumination of signage. The sign has been considered against the performance criteria earlier in this report and due to the particulars of the site and proposal, the sign is considered to meet the performance criteria.
Issue	Degrading entrance to the town with illuminated signs would be obtrusive.
Assessing Officers Comments	Assessment against the performance criteria has considered this particular sign to be illuminated (lettering and graphics backlit) will not be considered obtrusive, whilst providing identification outside daylight hours to visitors and deliveries to the site, and ensure traffic safety is not compromised by uncertainty of the entry to the site.
Issue	The site is unmissable already and is well lit and highly visible.
Assessing Officers Comments	The applicant advises that the sign is needed to show the vehicle entrance to the site.
Issue	The proposed location of the sign raises safety concerns almost abutting the existing Give Way Sign.
Assessing Officers Comments	The sign is proposed to be 1m from and perpendicular to the Give Way Sign. The applicant agreed at mediation (see below) to move the sign an additional 0.5m so that it would be 1.5m from the Give Way sign. The top of the sign is to be 1.5m above ground and lower than the Give Way sign).
Issue	The sign is too large.
Assessing Officers Comments	The sign will be 1500mm high x 2600mm wide (noting ground base sign allows up to 2400mm in height).
Issue	If a new sign of any type is permitted on the site, the existing JBS sign at the entrance should be removed.
Assessing Officers Comments	The proposal meets C1.6.1 A3, one ground base sign is proposed, with no existing ground base sign on the site (pole sign and wall signs present). The applicant agreed at mediation (see below) to remove the existing JBS sign at the entrance.

Mediation

The applicant sought mediation in accordance with section 57A (2) of the Land Use Planning and Approvals Act 1993; *If the applicant for a permit under section 57 or any person who has made a representation under section 57(5) requires mediation to be conducted in relation to the application, the applicant or other person must notify, in writing, the planning authority.* Both representors agreed to mediation which was held on 29 November 2024. At the mediation the applicant agreed to:

- Move the sign an additional 0.5m so that it will be 1.5m south-west of the Give Way sign.
- Landscape between the sign and Tannery Road frontage with low plants such as mondo grass.
- Remove the existing sign at the entrance advertising JBS (below the sign advertising Koppers).

These changes have been included in the conditions of approval.

5.6 OBJECTIVES OF THE LAND USE PLANNING AND APPROVALS ACT 1993

The objectives of the resource management and planning system of Tasmania are –

- (a) to promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity; and
- (b) to provide for the fair, orderly and sustainable use and development of air, land and water; and
- (c) to encourage public involvement in resource management and planning; and
- (d) to facilitate economic development in accordance with the objectives set out in paragraphs (a) , (b) and (c) ; and
- (e) to promote the sharing of responsibility for resource management and planning between the different spheres of Government, the community and industry in the State.

The objectives of the planning process established by the Act are, in support of the objectives set out above of this Schedule –

- (a) to require sound strategic planning and co-ordinated action by State and local government; and
- (b) to establish a system of planning instruments to be the principal way of setting objectives, policies and controls for the use, development and protection of land; and



- (c) to ensure that the effects on the environment are considered and provide for explicit consideration of social and economic effects when decisions are made about the use and development of land; and
- (d) to require land use and development planning and policy to be easily integrated with environmental, social, economic, conservation and resource management policies at State, regional and municipal levels; and
- (e) to provide for the consolidation of approvals for land use or development and related matters, and to co-ordinate planning approvals with related approvals; and
- (f) to promote the health and wellbeing of all Tasmanians and visitors to Tasmania by ensuring a pleasant, efficient and safe environment for working, living and recreation; and
- (g) to conserve those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value; and
- (h) to protect public infrastructure and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community; and
- (i) to provide a planning framework which fully considers land capability.

The proposal is consistent with the objectives of the *Land Use Planning and Approvals Act 1993*.

5.7 STATE POLICIES

The proposal is consistent with all State Policies.

5.8 STRATEGIC PLAN/ANNUAL PLAN/COUNCIL POLICIES

The proposal is consistent with all State Policies.

6 FINANCIAL IMPLICATIONS TO COUNCIL

Not applicable to this application.

7 OPTIONS

Approval of the application subject to conditions, or refusal with reasons for refusal detailed.

When deciding whether to include conditions in a permit, the planning authority may consider:

- a) all applicable standards and requirements in this planning scheme; and
- b) any representations received pursuant to and in conformity with section 57(5) of the Act, but only insofar as each such matter is relevant to the **particular discretion** being exercised.

In accordance with 6.11.2 of the Scheme, conditions and restrictions imposed by the planning authority on a permit may include:

- a) requirements that specific acts be done to the satisfaction of the planning authority;
- b) staging of a use or development, including timetables for commencing and completing stages;
- c) the order in which parts of the use or development can be commenced;
- d) limitations on the life of the permit;
- e) requirements to modify the development in accordance with predetermined triggers, criteria or events;
- f) construction or traffic management; and
- g) erosion, and stormwater volume and quality controls.

The test for determining the validity of a condition imposed on a permit was originally considered in *Newbury District Council v Secretary of State for the Environment [1981] AC 578* and subsequently affirmed by the High Court in *Western Australian Planning Commission v Temwood Holdings Pty Ltd (2004) 221 CLR 30, [57] (McHugh J)*.

The proposed conditions of approval have been drafted based on the above principles in that they:

- (i) are for a planning purpose and not for an ulterior purpose; and
- (ii) fairly and reasonably relate to the proposed development; and
- (iii) are not so unreasonable that no reasonable planning authority could have imposed them.

8 ATTACHMENTS

1. PL N-24-0139 public exhibition documents [11.1.1 - 24 pages]



12 COUNCIL ACTING AS A PLANNING AUTHORITY: CESSATION

MINUTE NO. 24/0405

DECISION

Deputy Mayor Lambert/Cr Adams

That the Council cease to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993*, for the remainder of the meeting.

Carried Unanimously

At approximately 5.58pm, Council commenced with Item 5.3.3 Notice of Motion: Update Council's Webpage for Community Organisations and the remainder of items listed in the Council Meeting Agenda.

RECOMMENDATION

That the Council cease to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993*, for the remainder of the meeting.



13 COMMUNITY & DEVELOPMENT REPORTS

13.1 DEVELOPMENT SERVICES: MONTHLY REPORT

Responsible Officer: *Des Jennings, General Manager*

MINUTE NO. 24/0411

DECISION

Cr Adams/Cr Andrews
That the report be noted.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That the report be noted.

1 PURPOSE OF REPORT

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

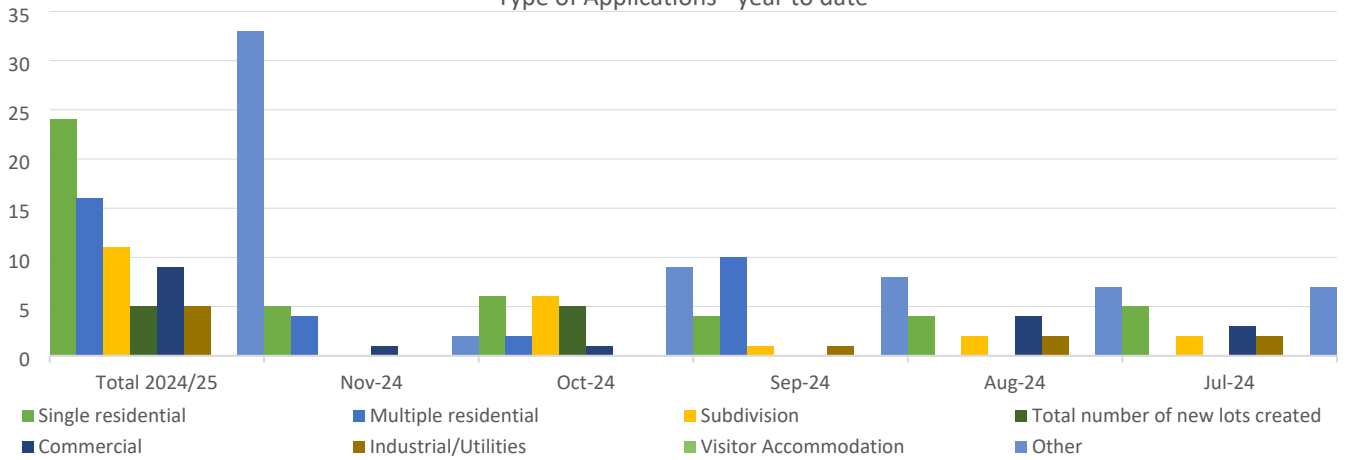
2 DEVELOPMENT SERVICES REPORTING

2.1 Planning Decisions

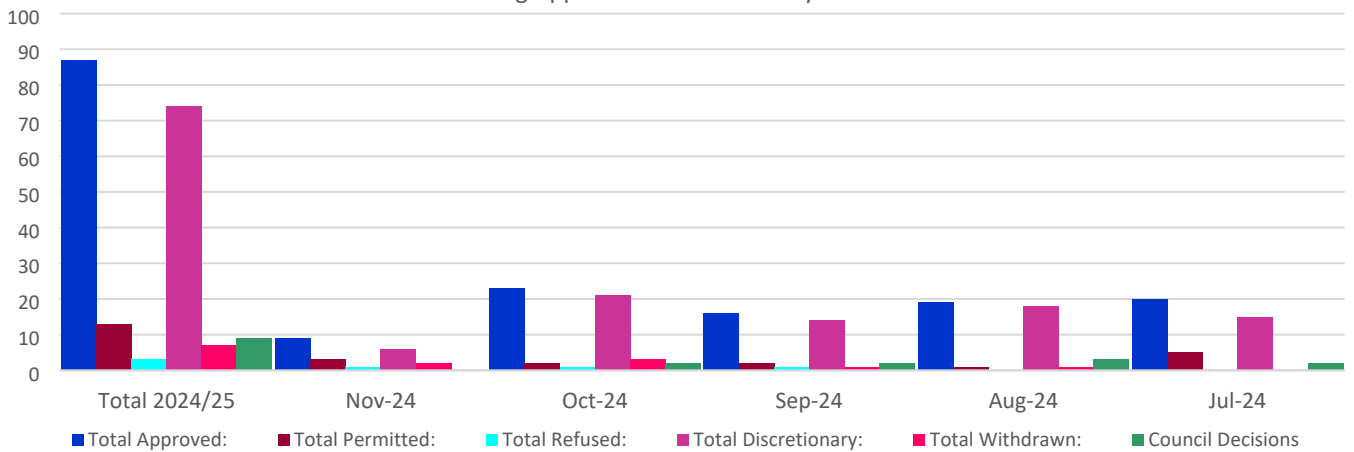
	2022/ 2023	2023/ 2024	Total YTD	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Number of valid applications	195	116	76	11	12	21	14	18							
Applications on STOP for further information				52	45	47	31	30							
Single residential	48	36	24	5	4	4	6	5							
Multiple residential	31	69	16	0	0	10	2	4							
Subdivision	34	27	11	2	2	1	6	0							
Total number of new lots created	203	72	5	0	0	0	5	0							
Commercial	27	25	9	3	4	0	1	1							
Industrial/Utilities	12	15	5	2	2	1	0	0							
Visitor Accommodation	8	11	0	0	0	0	0	0							
Total permitted	1	0	0	0	0	0	0	0							
Total discretionary	7	11	0	0	0	0	0	0							
Other (includes all residential development on existing dwellings [alterations/ additions, sheds, solar, fences, pools etc.]	85	47	33	7	7	8	9	2							
Total No. Applications Approved:	228	182	87	20	19	16	23	9							
Total Permitted:	33	18	13	5	1	2	2	3							
Average Days for Permitted	11	15	13.06	13	7	15.5	13.5	16.3							
Days allowed for approval by LUPAA	28	28	28	28	28	28	28	28							
Total Exempt under IPS:	83	93	44	8	4	9	19	4							
Total Refused:	5	4	3	0	0	1	1	1							
Total Discretionary:	198	164	74	15	18	14	21	6							
Average Days for Discretionary:	33.3	33.17	37.7	34	37	38	38.5	41							
Days allowed for approval under LUPAA:	42	42	42	42	42	42	42	42							
Total Withdrawn:	39	44	7	0	1	1	3	2							
Council Decisions	36	27	9	2	3	2	2	0							
Appeals lodged by the Applicant	6	2	1	0	0	0	1	0							
Appeals lodged by third party	2	0	0	0	0	0	0	0							



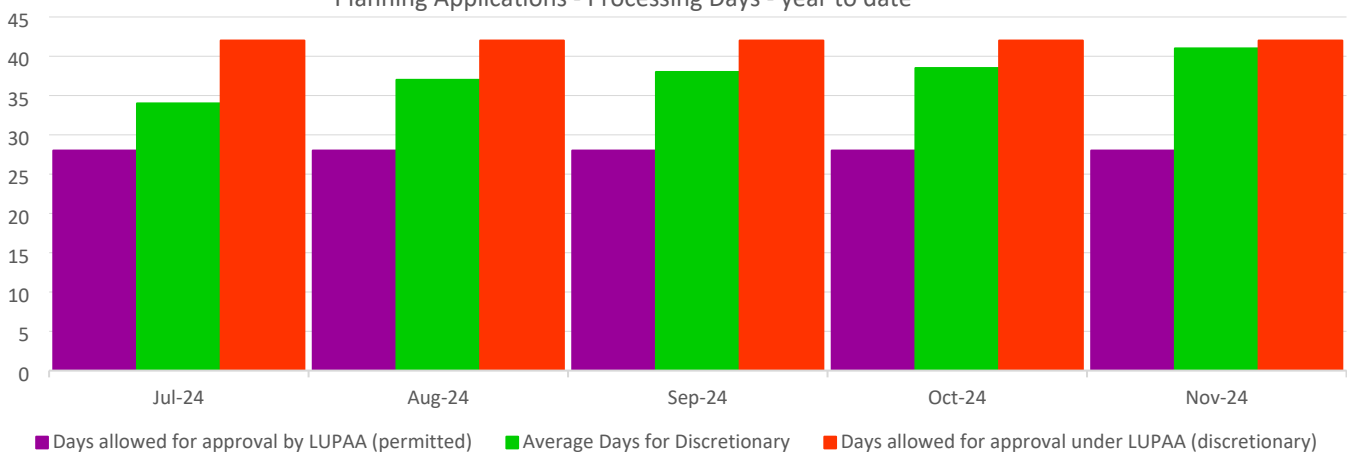
Type of Applications - year to date



Planning Applications Processed - year to date



Planning Applications - Processing Days - year to date





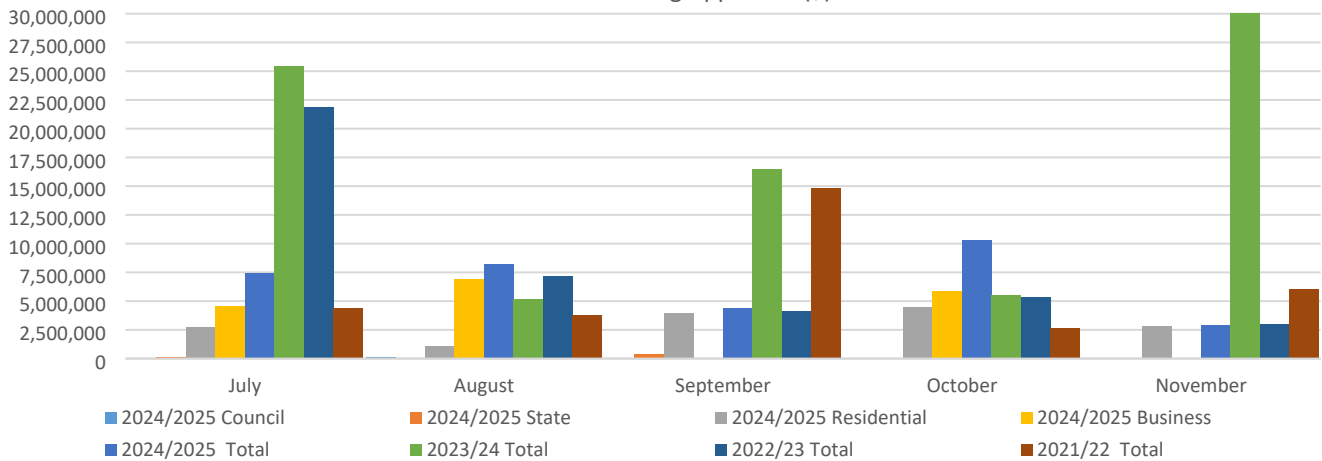
Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
DELEGATED DECISIONS					
PLN-20-0050 - 1	Internal alterations, pergola (vary Bridge Street setback), garage & additional crossover, change of use to residential (single dwelling)	55 High Street, Campbell Town TAS 7210	Engineering Plus	2	A
PLN-22-0037 - 1	116 Lot Subdivision - Amendment to condition 3 to decrease finish sealed width of 12m and include car parking facilities.	Folio of the Register 174678/1 Drummond St (accessed from Napoleon St), & Napoleon St & Frederick St, PERTH TAS 7300	PDA Surveyors	15	A
PLN-22-0037 - 2	Removal of condition 2(a0 and 2(b) as the updated proposal plan meet this requirement Modification of lots layout, no additional lots	Folio of the Register 174678/1 Drummond St (accessed from Napoleon St), & Napoleon St & Frederick St, PERTH TAS 7300	PDA Surveyors	15	A
PLN-23-0122 - 2	Amend Cladding, Amend Windows to remove bars, Amend retaining wall extent	76 Pakenham Street, Longford TAS 7301	Woolcott Land Services	6	A
PLN-23-0146 - 1	Proposed staging of works, Amend Drawings - change height of building and adjust parking layout.	Approved Lot 23 at Evandale Road (Folio of the Register 185223/1 - Adjacent to Translink Ave South), Western Junction TAS 7212	Wilkin Design & Drafting	26	A
PLN-24-0015 - 2	NEW Dwelling & Shed (S7.0 Perth SAP, C16.0 Safeguarding Airports)	20A Cromwell Street, Perth TAS 7300	E Spicer	13	A
PLN-24-0126	Outbuilding (Carport) (Vary side (NW) Setback)	28 Hay Street, Longford TAS 7301	J Allen	42	D
PLN-24-0162	Dwelling vary Longford SAP	6 Maefred Close, Longford TAS 7301	Abode Designer Homes	42	D
PLN-24-0163	Additional use of food services (vary parking number)	2 Russell Street, Evandale TAS 7212	K Hawkins	42	D
PLN-24-0169	Secondary Residence (vary sensitive use setback)	662 Cressy Road, Longford TAS 7301	Design Intent Architecture & Management	42	D
PLN-24-0175	Single Dwelling (vary rear setback, C2.0 Parking and Sustainable Transport Code, Longford SAP)	15A Anstey Street, Longford TAS 7301	S Jak	38	D
PLN-24-0178	Solar Panels (roof)	19 Marlborough Street, Longford TAS 7301	In Series Electrical and Solar	41	D
PLN-24-0058	Multiple Dwellings x 4 (Campbell Town SAP)	13 Torlesse Street, Campbell Town TAS 7210	R Agrawal	23	P
PLN-24-0179	Residential - Change of Use Single Dwelling to Communal Residence	87 Main Road, Perth TAS 7300	Pateena Management Services P/L	13	P
PLN-24-0180	Residential - Change of Use Single Dwelling to Communal Residence	77 Main Road, Perth TAS 7300	Pateena Management Services P/L	13	P
COUNCIL DECISIONS					
COUNCIL DECISIONS - REFUSAL					
DELEGATED DECISIONS - REFUSAL					
PLN-24-0138	Dwelling (vary front setback, garage setback and building envelope)	10 Jeffrey Place, Longford TAS 7301	Wilson Homes	42	R

2.2 Value of Planning Approvals

	Current Year				2024/2025	2023/2024	2022/2023	2021/2022
	Council	State	Residential	Business	Total	Total	Total	Total
July	0	130,000	2,741,102	4,541,000	7,412,102	25,482,265	21,899,020	4,380,747
August	120,000	8,000	1,110,245	6,950,000	8,188,245	5,178,200	7,155,844	3,781,274
September	5,000	400,000	3,989,000	0	4,394,000	16,503,664	4,097,900	14,817,000
October	0	0	4,443,000	5,856,800	10,299,800	5,562,210	5,353,500	2,638,795
November	0	0	2,866,200	37,231	2,903,431	162,356,200	3,023,616	6,052,219
YTD Total	125,000	538,000	15,149,547	17,385,031	33,197,578	215,082,539	41,529,880	31,670,035
Annual Total						255,377,879	76,384,582	91,715,427



Value of Planning Approvals (\$)



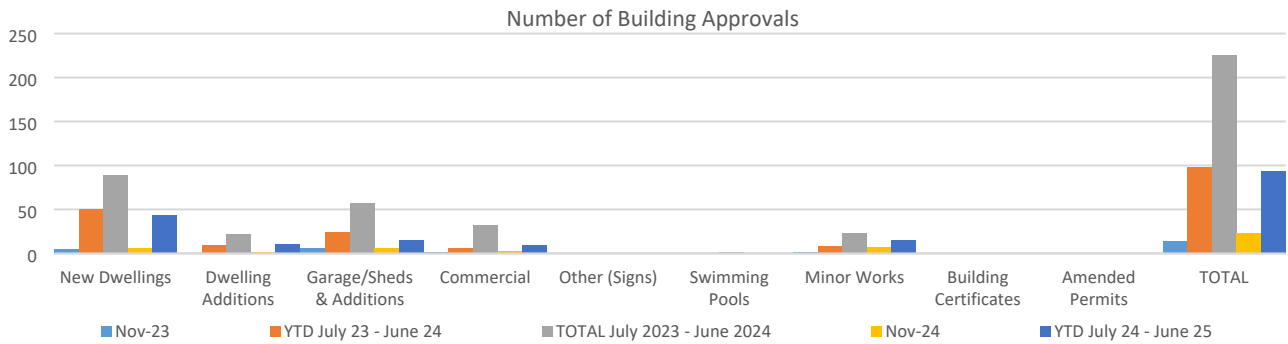
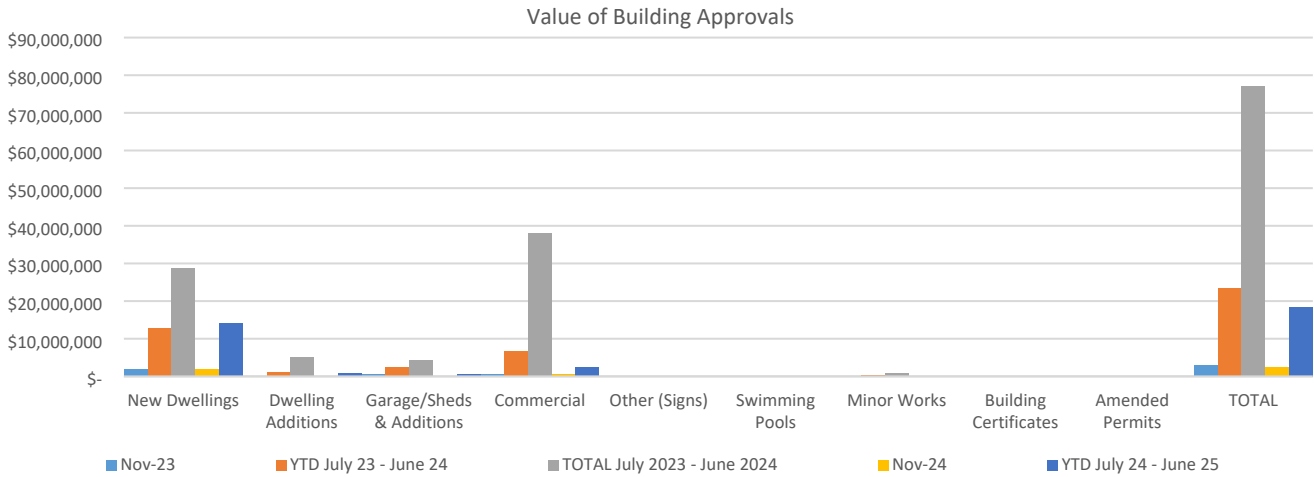
2.3 Matters Awaiting Decision by TASCAT & TPC

TASCAT		TASMANIAN CIVIL AND ADMINISTRATIVE TRIBUNAL
PLN-23-0232		Appeal P2024/105 against refusal of application for 5 lot subdivision at 30 Paton Street. Preliminary Conference held 7 November 2024. Hearing listed for 26 and 27 February 2025.
Decisions received		
-		-
TPC		TASMANIAN PLANNING COMMISSION
PLN-24-0016		Draft Amendment to apply the flood-prone area overlay to the Planning Scheme maps at Perth, Campbell Town and Ross. Section 40K report on representations presented to October 2024 Council meeting and sent to Tasmanian Planning Commission.
PLN-24-0059		Draft Amendment to rezone 163A Wellington St, part of 165 Wellington St, and part of 167 Wellington St to Low Density Residential combined with a permit for a two lot subdivision on 167 Wellington St. Report to consider the application considered at Council meeting of 21 October 2024. Additional information requested from applicant regarding bushfire hazard and traffic, not provided as of 2 December 2024. Additional extension of time until 24 January 2025 to be requested from Tasmanian Planning Commission. Application has now been withdrawn.
Decisions received		
-		-

2.4 Building Approvals

The following table shows a comparison of the number and total value of building works for 2023-2024 and 2024-2025.

	YEAR - 2023 - 2024				YEAR		YEAR - 2024 - 2025			
	Nov-23		YTD July 23 - June 24		TOTAL July 2023 - June 2024		Nov-24		YTD July 24 - June 25	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$		\$
New Dwellings	5	1,913,339	50	12,886,184	89	28,811,896	6	1,812,047	43	14,242,863
Dwelling Additions	0	0	10	1,219,400	22	5,105,400	1	45,000	11	978,600
Garage/Sheds & Additions	6	581,236	24	2,344,236	57	4,240,824	6	174,000	15	506,304
Commercial	2	500,000	6	6,730,000	32	38,102,213	3	480,000	10	2,531,000
Other (Signs)	0	0	0	0	0	0	0	0	0	0
Swimming Pools	0	0	0	0	2	114,000	0	0	0	0
Minor Works	1	5,000	8	336,533	23	741,490	7	49,371	15	147,222
Building Certificates	0	0	0	0	0	0	0	0	0	0
Amended Permits	0	0	0	0	0	0	0	0	0	0
TOTAL	14	2,999,575	98	23,516,353	225	77,115,823	23	2,560,418	94	18,405,989
Inspections										
Building	0		0		4		0		0	
Plumbing	36		174		453		27		190	



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	2024/2025	Total 2023/2024
Number of Inspections	21	23	49
Property owner not home or only recently started			
Complying with all conditions / signed off	1	2	9
Not complying with all conditions	20	21	
Re-inspection required	20	21	34
Notice of Intention to Issue Enforcement Notice	2	2	
Enforcement Notices issued	1	1	
Infringement Notice Issued			
No Further Action Required			6
Building / Plumbing Permit Compliance Reviews	This Month	2024/2025	Total 2023/2024
Number of Inspections	15	138	155
Property owner not home or only recently started			
Complying with all conditions / signed off	15	137	134
Not complying with all conditions		1	
Re-inspection required			14
Building Notices issued			
Plumbing Notices Issued			
Building Orders issued			
Plumbing Orders issued			
Infringements Issued (Building/Plumbing)			
No Further Action Required			7



Illegal Works – Building / Plumbing	This Month	2024/2025	Total 2023/2024
Number of Inspections	19	107	87
Commitment provided to submit required documentation			7
Re-inspection required	11	79	48
No Further Action Required	8	28	32
Building Notices issued	4	21	21
Plumbing Notices Issued	2	13	11
Building Orders issued	1	18	17
Plumbing Orders Issued		2	2
Emergency Order		2	
Infringements issued (Building/Plumbing)			1

Illegal Works - Planning	This Month	2024/2025	Total 2023/2024
Number of Inspections	1	3	4
Commitment provided to submit required documentation			2
Re-inspection required	1	2	
Notice of Intention to Issue Enforcement Notice issued			1
Enforcement Notices issued	1	2	
Infringements Issued			
No Further Action Required			2

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 10 commercial building approvals valued at a total of \$2,531,000 (year to date), compared to 6 commercial building approvals valued at a total of \$6,730,000 (year to date) for the previous year.

In total, there have been 94 building approvals valued at \$18,405,989 (year to date) for 2024/2025 compared to 98 building approvals valued at \$23,516,353 (year to date) for the previous year.



13.2 POLICY UPDATE: RECREATIONAL VEHICLES - DEVELOPMENT AND MANAGEMENT OF FACILITIES

Responsible Officer: Des Jennings, General Manager
Report prepared by: Paul Godier, Senior Planner

MINUTE NO. 24/0412

DECISION

Cr Adams/Cr Andrews

That Council endorse the updates to the Recreational Vehicles: Development and Management of Facilities Policy, with the addition of a Dump Station at Cressy Recreation Ground.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That Council endorse the updates to the Recreational Vehicles: Development and Management of Facilities Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council endorsement of the updates to the Recreational Vehicles: Development and Management of Facilities Policy.

2 INTRODUCTION/BACKGROUND

A review of the policy has resulted in the following updates being recommended. In the attached policy documents recommended amendments have been highlighted and deletions within strikethroughs as below.

Policy Amendments

6. Dump Stations

~~The Northern Midlands Council has two free Dump Stations within the municipality;~~

- ~~• King Street Oval, Campbell Town~~
- ~~• Morven Park, Evandale~~

~~There are also Dump Stations located at the Longford Riverside Caravan Park, Longford and the Ross Caravan Park, Ross. Lessees of these facilities may apply charges for use of these dump stations by campers who are not making use of the facility.~~

The Northern Midlands Council has three free Dump Stations within the municipality;

- King Street Oval, Campbell Town;
- Lake Leake Camp Area, Lake Leake; and
- Longford Riverside Caravan Park, Longford.

There is also a Dump Station located at the Ross Caravan Park, Ross. The lessee of this facility may apply charges for use of this dump station by campers who are not making use of the caravan park.



Policy Annexure A (example permit) amendment

NORTHERN MIDLANDS COUNCIL PERMISSION FOR OVERNIGHT STOP AREA

Bishopsbourne Recreation Ground, Bishopsbourne;

Blackburn Park, Campbell Town;

Cressy Recreation Ground, Cressy;

Falls Park, Evandale (Monday – Friday);

Honeysuckle Banks, Evandale (November – April).

Discharge of liquid in any waste form is prohibited within the designated overnight stop area. PENALTY: A fine of 2 penalty units under *Litter Act 2007*.

Policy Annexure B (example signage) amendment

• Discharge of liquid in any waste form is prohibited within the designated overnight stop area. PENALTY: A fine of \$318 (two penalty units under *Litter Act 2007*).

• Discharge of liquid in any waste form is prohibited within the designated overnight stop area. PENALTY: A fine of \$404 (two penalty units) under the *Litter Act 2007*.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

1.3 Management is efficient, proactive and responsible

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

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

5 STATUTORY REQUIREMENTS

5.1 *Local Government Act 1993*

5.2 *Economic Regulator Act 2009*

6 FINANCIAL IMPLICATIONS

N/A

7 RISK ISSUES

No risk issues are identified.

8 CONSULTATION WITH STATE GOVERNMENT

N/A



9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can:

- Endorse the amended policy as presented;
- Make further amendments to the policy; or
- Reject the amendments to the policy.

11 OFFICER'S COMMENTS/CONCLUSION

Honeysuckle Banks dump station.

Once constructed, the policy will be revised to include the approved Honeysuckle Banks dump station.

Avoca

At its ordinary meeting of 22 February 2024, the Avoca, Royal George & Rossarden Local District Committee:

- advised that there is no designated overnight camping area for self-contained vehicles within the township of Avoca, however, casual visitors to the town are known to utilise the river precinct for this purpose, the location is not ideal as it is prone to flooding; and
- requested that Council identify/investigate an alternate suitable location for overnight camping in Avoca.

At its meeting of 22 April 2024, the Council resolved that, "Council officers investigate suitable sites which could be declared free overnight rest areas in accordance with Council's policy in Avoca".

The zones in Avoca that allow consideration of an overnight camping area are:

- Open Space Zone (Public Reserve under the *Crown Lands Act* adjacent to St Paul's River);
- Local Business Zone (contains no publicly owned land);
- Low Density Residential Zone (considered undesirable to have an overnight camping area in a residential zone and therefore not considered further);
- Rural Zone (only on the opposite side of the river and therefore distant from the town centre and not considered further); and
- Rural Living Zone (only on the opposite side of the river and therefore distant from the town centre and not considered further).

While the Committee seeks an alternate site from the river precinct, there are no other feasible sites under the existing zones of Avoca.

12 ATTACHMENTS

1. Draft revised Recreational Vehicles - Development and Management of Facilities Policy [**13.2.1** - 5 pages]
-



14 GOVERNANCE REPORTS

14.1 POLICY REVIEW: LIVE STREAMING OF COUNCIL MEETINGS

Responsible Officer: Des Jennings, General Manager

Report prepared by: Gail Eacher, Executive Assistant

MINUTE NO. 24/0413

DECISION

Cr Adams/Cr Andrews

That Council endorse the amendments to the Live Streaming of Council Meetings Policy.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That Council endorse the amendments to the Live Streaming of Council Meetings Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek the endorsement of the amendments to the Live Streaming of Council Meetings Policy.

2 INTRODUCTION/BACKGROUND

At the 21 August 2023 Council meeting, Council endorsed the introduction of the audio live streaming of the open session of Council Meetings and the associated Policy. The Policy endorsed by Council had a review date set for 12 months from commencement.

In the attached policy documents recommended amendments have been highlighted and deletions include ~~strikethrough~~.

A review of the policy has resulted in minor amendments to wording, numbering and the date for review and review cycle, in addition to the following suggested amendments:

a) 4.1 Meetings to be Live Streamed and Recorded

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

b) Inclusion of 4.2.3 Meeting Agendas and Public Notices outside and within the Council Chambers will include the following wording:

"We wish to advise that during this public council meeting we will use audio technology to live stream the meeting to support and inform the community regarding council meetings. After the meeting, an audio recording of the meeting will be published via a link on our website to the YouTube streaming service for a minimum period of 6 months. Attendees will be taken to have consented to their voice or statements being live streamed or recorded as described. This consent also extends to any minors accompanying an attendee who is a parent or legal guardian. If you do not consent to being live streamed or recorded, and/or if you intend to disclose any confidential or sensitive information in the course of the meeting, please notify us as early as reasonably possible prior to the commencement of the council meeting. If you require further information or wish to notify us regarding any concerns, please contact the Northern Midlands Council privacy officer at: council@nmc.tas.gov.au; (03) 6397 7303 or you can review the



Northern Midlands Council Privacy Policy available at: <https://northernmidlands.tas.gov.au/source-assets/files/Policies/Privacy.pdf>.”

- c) 4.2.4 The Chairperson will make a statement at the opening of Council meetings advising as follows:

“Ladies and ~~Gentleman~~ Gentlemen,

Please note this meeting is being audio/~~visually~~ live streamed and ~~recorded~~ a recording will be made available after the meeting via ~~on the~~ Council’s website in accordance with Council’s Live Streaming of ~~Open~~ Council Meetings policy.

~~The recording will be archived and made available on Council’s website after the meeting.~~

While ~~reasonable~~ care is taken to maintain your privacy while in attendance at the Council meeting, please note that your presence in the Council Chambers and/or voice may be live streamed and recorded, including any statement made during public question time or consideration of planning matters. The content of this meeting is part of the public record, but if any matters do arise which are particularly sensitive or confidential, we will stop the live stream and in certain circumstances, may close the meeting to the public.

All speakers ought to refrain from making any defamatory comments or releasing personal information of another individual without their prior consent.

Council accepts no liability for any damage that may result from defamatory comments ~~made by members of the public~~ and ~~all liability will rest with the individual making those comments.~~

~~By remaining in the public gallery, you are deemed to consent to being live streamed and recorded. If any person attending the meeting does not agree to being live streamed or recorded, you may choose to leave the meeting. If you have any questions or concerns, you may contact the Council’s privacy officer whose details are on our website.~~

Thank you”

- d) 4.2.5 A disclaimer will be included on Council’s website ~~through from~~ which the live streaming and recordings will be accessed. ~~The disclaimer will be as follows:~~

~~“Northern Midlands Council public council meetings are live streamed and recorded.~~

~~Recordings of these public meetings will be available through a link from this website for a minimum of 6 months.~~

~~At the start of each meeting. the Chairperson or their representative will provide notice that the meeting will be live streamed and recorded. By attending a council meeting, attendees will be taken to have consented to their voice or statements being live streamed and recorded, which may be accessed through a link on this website.~~

~~For further information, please refer to our Live Streaming of Council Meetings Policy and our Privacy Policy available at: <https://northernmidlands.tas.gov.au/documents/strategic-annual-plan/council-policies-and-by-laws>.~~

~~Need help? Please contact our Privacy Officer at council@nmc.tas.gov.au; or call (03) 6397 7303.”~~

- e) Deletion of

~~4.3 ARCHIVING OF RECORDINGS~~

~~4.4 COPYRIGHT~~

~~4.5 ADVERTISEMENT~~

- f) 5. Risk Management

...

Accordingly, the Chairperson and/or General Manager have the authority and discretion to interrupt or terminate the live streaming and recording of Council meetings if they believe it is advisable to do so. This discretion is to be exercised in exceptional circumstances only and where the Chairperson and/or General Manager are of the view that the debate is misleading, inaccurate, unlawful, defamatory, or inappropriate to be published ~~or where sensitive or confidential information is being discussed.~~

~~Following the meeting, the General Manager has the discretion to direct the exclusion of all or part of the recording of any meeting prior to the recording being published on the Council’s website. The circumstances in which the General Manager may exercise this discretion is limited to where the material is inappropriate, including but not limited to inaccuracies or misinformation, defamatory statements, infringement of copyright, breach of privacy or disclosure of personal information, offensive and inappropriate behaviour and confidential 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.

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

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

5 STATUTORY REQUIREMENTS

5.1 Local Government (Meeting Procedures) Regulations 2015

33. Audio recording of meetings

- (1) A council may determine that an audio recording is to be made of any meeting or part of a meeting.
- (2) If the council so determines, the audio recording of a meeting or part of a meeting that is not closed to the public is to be –
 - (a) retained by the council for at least 6 months; and
 - (b) made available free of charge for listening on written request by any person.
- (3) If after the minutes of a meeting have been confirmed as a true record a discrepancy between the minutes and an audio recording of that meeting or part of that meeting is noticed, the council, at the next appropriate meeting, is to review the audio recording and either confirm that the minutes are a true record or amend the minutes to reflect the audio recording and then confirm the minutes as amended to be a true record.
- (4) A council may determine any other procedures relating to the audio recording of meetings it considers appropriate

6 FINANCIAL IMPLICATIONS

N/A

7 RISK ISSUES

What are risks associated with webcasting 1

There always has been, and always will be legal, privacy and copyright risks associated with council meetings. These risks are largely based on the potential that:

- a person's privacy may be breached through the disclosure or use of their personal information;
- a person may make defamatory or inappropriate comments about another person; and/or
- a person may breach copyright.

¹ **Note:** Information has been taken from the Model Code of Meeting Practice for local councils in NSW, Guide to webcasting council and committee meetings.



Webcasting does not increase the risk of these events occurring, but it could be seen to increase their impact (both on the people involved and the Council) given the larger audience the webcast is available to.

However, webcasting meetings is also likely to motivate both councillors and members of the public who are speaking at Council meetings to act and/or speak in an appropriate manner.

Any poor conduct they display will be seen and judged by a wider audience and may impact upon their reputation and standing in the community. It could also be used as evidence in any legal proceedings, Code of Conduct complaint or Office of Local Government investigation that may result.

How can councils reduce risks?

There are a number of actions that councils can take to minimise these risks during council meetings. They include:

- before and during the meeting – limiting the potential that the risk occurs by making attendees aware that such conduct is unacceptable and their actions will be recorded and broadcast to a wider audience, and
- after the meeting – minimising the number of people who may witness the conduct and any resulting legal exposure to the Council by limiting its distribution.

Arising from the above, there is a risk Council will become financially liable and be required to make insurance claims. Council's insurance coverage for these risk types will need to be reviewed, and if required, increased.

There is a risk that live streaming and recording Council meetings may alienate members of the community who do not wish to be live streamed or recorded. An unwillingness to participate could be for a variety of reasons, including due to privacy concerns, potential embarrassment to the person if they are not comfortable public speaking, anxiety and safety concerns arising from domestic/family violence or other safety reasons.

Visual live streaming and recording meetings could also cause difficulties if there are Officers who are not willing to be live streamed or recorded but who are required at meetings, thereby resulting in Councillors not having information and advice available to them from qualified persons in accordance with s 65 of the *Local Government Act*. This may also cause conflict for Council Officers between complying with their employment obligations and duties, and any views held regarding publicly being broadcast. Preliminary legal advice has been obtained regarding Council's ability to direct an employee to attend and be video recorded. Provided Council's direction is lawful and reasonable, the direction can be made. To demonstrate reasonableness, it is advised consultation (in writing) take place with employees with an opportunity for feedback from employees and time to address concerns, prior to a written direction being given. A direction could be via letter, memo or Council policy and procedure.

There is also a possibility not all Councillors are comfortable to be visually live streamed and/or recorded. This is relevant for the current Councillors, and any future elected members, whereby visual live streaming may need to cease if not all Councillors agree.

If visual live streaming and recording is adopted, this will result in attendees of meetings being deemed to consent to being live streamed. Alternatively, if persons do not consent to being live streamed and recorded, they will be advised they are welcome to leave. This could result in community members who wish to attend Council meetings and/or address Council not being able to do so by reason of not wanting to be live streamed.

Councillors need to balance the ability to make Council meetings more accessible with the risk of making meetings unavailable as outlined above.

8 CONSULTATION WITH STATE GOVERNMENT

N/A



9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

Council has the following options to consider:

- Endorse the amendments to the policy;
- Make further amendments to the policy;
- Reject the amendments to the policy and request further investigation or review; or
- Reject the amendments to the policy, maintain the status quo and extend the period for review.

11 OFFICER'S COMMENTS/CONCLUSION

That Council consider the policy amendments as highlighted and detailed within the report and in the attachments; for ease of reference, a copy of the marked up copy and revised clean copy of the Policy are attached.

12 ATTACHMENTS

1. Live streaming of Council Meetings - marked up [14.1.1 - 4 pages]
 2. Live streaming of Council Meetings - clean copy [14.1.2 - 3 pages]
-



15 CORPORATE SERVICES REPORTS

15.1 MONTHLY REPORT: FINANCIAL STATEMENT

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager

MINUTE NO. 24/0414

DECISION

Cr Adams/Cr Archer

That Council:

- i) receive and note the Monthly Financial Report for the period ending 30 November 2024; and
- ii) authorise Budget 2024/25 alterations as listed in Item 4.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That Council:

- i) receive and note the Monthly Financial Report for the period ending 30 November 2024; and
- ii) authorise Budget 2024/25 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 November 2024.

2 INTRODUCTION/BACKGROUND

The Monthly Financial Summary for the period ended 30 November 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 2024-25 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-Nov-24

5

A. Operating Income and Expenditure						
	Budget	Year to Date Budget 25%	Actual	(\$,000)	Target 100%	Comments
Rate Revenue	-\$14,648,178	-\$14,648,178	-\$14,454,356	-\$194	98.7%	Raised in July 2024
Recurrent Grant Revenue	-\$5,585,973	-\$2,792,987	-\$350,293	-\$2,443	12.5%	75% FAGS grants paid 23/24
Fees and Charges Revenue	-\$3,112,403	-\$1,296,835	-\$1,469,516	\$173	113.3%	
Interest Revenue	-\$879,650	-\$366,522	-\$103,063	-\$263	28.1%	Timing variance
Reimbursements Revenue	-\$119,799	-\$49,916	-\$59,053	\$9	118.3%	
Other Revenue	-\$2,257,598	-\$940,666	-\$281,938	-\$659	30.0%	Timing variance
	-\$26,603,601	-\$20,095,103	-\$16,718,219	-\$3,377	83.2%	
Employee costs	\$8,432,058	\$3,513,358	\$3,536,792	-\$23	100.7%	
Material & Services Expenditure	\$6,982,777	\$2,909,490	\$3,418,066	-\$509	117.5%	
Depreciation Expenditure	\$7,656,898	\$3,190,374	\$3,190,374	\$0	100.0%	
Government Levies & Charges	\$1,238,375	\$515,990	\$486,318	\$30	94.2%	
Councillors Expenditure	\$225,424	\$93,927	\$96,921	-\$3	103.2%	
Interest on Borrowings	\$22,225	\$9,260	\$0	\$9	0.0%	
Other Expenditure	\$1,044,080	\$435,033	\$905,438	-\$470	208.1%	Pensioner Rebates
Plant Expenditure Paid	\$601,400	\$250,583	\$912,456	-\$662	364.1%	
	\$26,203,237	\$10,918,015	\$12,546,365	-\$1,628	114.9%	
	-\$400,364	-\$9,177,088	-\$4,171,854			
Gain on sale of Fixed Assets	\$0	\$0	-\$67,044	\$67	0.0%	
Loss on Sale of Fixed Assets	\$418,967	\$174,570	\$57,451	\$117	32.9%	*Asset recognition EOY
Underlying (Surplus) / Deficit	\$18,603	-\$9,002,518	-\$4,181,447			1*
	\$0		\$0			
Capital Grant Revenue	-\$14,135,645	-\$5,889,852	-\$95,000	-\$5,795	1.6%	
Subdivider Contributions	-\$375,608	-\$156,503	0	-\$157	0.0%	* Not recognised until EOY
Capital Revenue	-\$14,511,253	-\$6,046,355	-\$95,000			

Budget Alteration Requests

- For Council authorisation by absolute majority

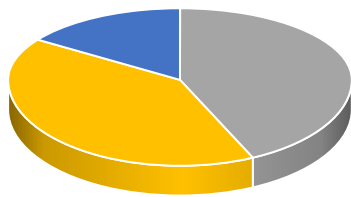
	Budget Operating	Budget Capital	Actuals
<i>Capital works budget variances above 10% or \$10,000 are highlighted</i>			
November			
Nil			
October			
Lfd Hydrology Update Investigation	788667	\$50,000	In addition to original budget of \$30,000
Ctown - 12 West Street, Culvert inlet and outlet headwalls	788668	-\$20,000	Defer project
Ctown - Stormwater High St west of 1a Bond Street - culvert upgrade	788656	-\$30,000	Defer project
August			
No changes			
July			
Fees & Charges - Gas Cylinder Disposal Fee	\$10.00 per item		New fee
Fees & Charges - Childcare Vacation Care	\$104.00		Full Vacation Day Rate to match Long Day Care Day Rate
Inspiring Positive Futures Program - High Schools	Acc 501101	\$16,000.00	Omitted from Budget
Climate Change Action Plan Grant Income - Bus Stop DDA Compliance	Acc 101010.053	\$29,759.09	Omitted from Budget
	325043.5	-\$25,500.00	
23 Panec Street, Conara	707877.5	\$10,000.00	



81 Main Road, Perth	0.6	\$7,750.00	
96A Main Road, Perth	0.7	\$7,750.00	
Lake Leake Cottage Access Ramp	707965		Fund from Building Improv Program

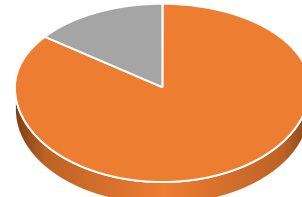
B. Balance Sheet Items						
	Year to Date Actual		Monthly Change		Same time last year	Comments
Cash & Cash Equivalents Balance	Year to Date					
- Opening Cash balance	\$19,266,373		\$19,990,938			
- Cash Inflow	\$13,754,792		\$2,301,258			
- Cash Payments	-\$13,478,824		-\$2,749,857			
- Closing Cash balance	\$19,542,340		\$19,542,340			
Account Breakdown						
- Trading Accounts	\$715,447					
- Investments	\$18,826,893					
	\$19,542,340					
Summary of Investments	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value	
Tas Corp 24hr Call Account	1/11/2024	30/11/2024	4.35	\$5,893	\$5,914	
Commonwealth 24hr Call Account	4/11/2024	8/11/2024	0.25	\$0	\$0	
Commonwealth Business Online Saver Account	30/11/2024	1/12/2024	4.35	\$1,803,106	\$1,803,321	
Westpac Corporate Regulated Interest Account	1/11/2024	30/11/2024	4.35	\$369,310	\$369,310	
	0.00	0/01/1900	0.00	\$0	\$0	
CBA	8/10/2024	6/01/2025	4.84	\$1,000,000	\$1,011,934	
CBA	8/10/2024	6/12/2024	4.71	\$1,000,000	\$1,007,613	
My State Financial	30/06/2024	18/12/2024	5.20	\$3,648,584	\$3,737,469	
My State Financial - Online Saver Business	1/11/2024	30/11/2024	0.00	\$25	\$25	
Westpac - Stimulus Fund Investment	30/06/2024	16/12/2024	1.60	\$3,000,000	\$3,022,225	
Westpac	25/11/2024	24/04/2025	4.98	\$3,000,000	\$3,061,397	
Westpac	26/09/2024	28/01/2025	4.94	\$2,000,000	\$2,033,565	
Westpac	26/09/2024	26/02/2025	4.99	\$3,000,000	\$3,062,751	
Total Investments			0.00	\$18,826,918	\$19,115,524	

Investments by Institution



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

Total Investments by Rating (Standard & Poor's)

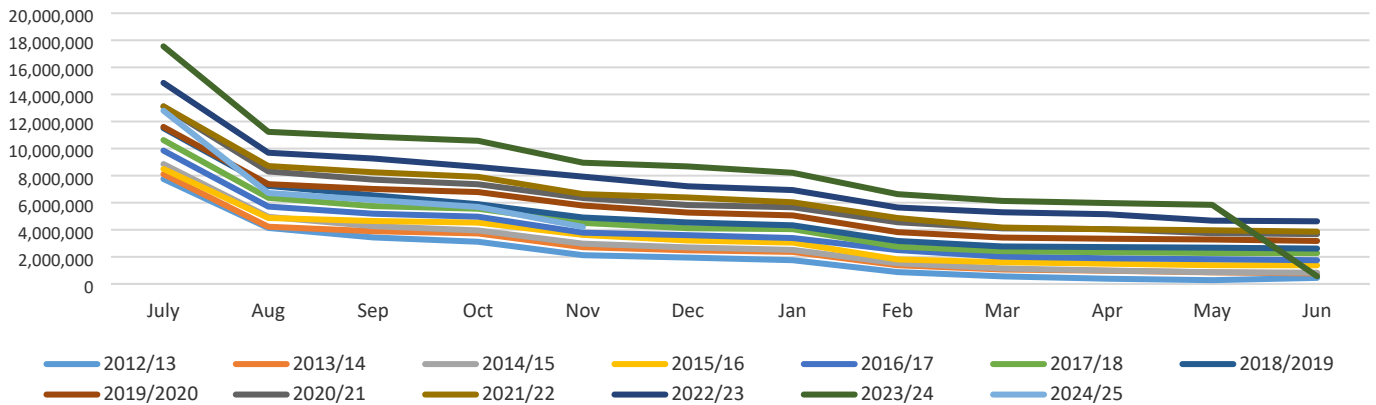


■ AA+ ■ AA- ■ BBB ■ Unrated

Rate Debtors	2024/25	% to Raised	Same Time Last Year	% to Raised	
Balance b/fwd	-\$44,208		\$4,626,436		
Rates Raised	\$14,464,293		\$14,423,988		
	\$14,420,085		\$19,050,424		
Rates collected	\$9,588,261	56.1%	\$9,501,715	65.9%	
Pension Rebates	\$598,953	4.1%	\$566,022	3.9%	
Discount & Remissions	\$21,328	0.1%	\$26,832	0.2%	
	\$10,208,542		\$10,094,569		
Rates Outstanding	\$4,211,543	43.1%	\$8,955,856	47.0%	
Advance Payments received	-\$220,414	1.2%	-\$350,825	2.4%	



Outstanding Rates



Trade Debtors				
Current balance	\$546,377			
- 30 Days		\$263,408		
- 60 Days		\$50,969		
- 90 Days		-\$1,092		
- More than 90 days		\$233,092		
Summary of Accounts more than 90 days:		-		
- Norfolk Plains Book sales		-		
- Hire/lease of facilities		7,956		
- Removal of fire hazards		3,545		
- Dog Registrations & Fines		18,749		
- Private Works		9,346		
- Regulatory Fees		7,137		
- Govt Reimbursements		186,359		
		-		

C. Capital Program				
	Budget	Actual (\$,000)	Target 42%	Comments
Renewal	\$23,951,009	\$3,632,304	15%	
New assets	\$10,215,407	\$2,276,640	22%	
Total	\$34,166,416	\$5,908,944	17%	
Major projects:				
- Ctown Urban Streetscape Improvements	\$8,234,000	\$271,358	3%	
- Pth Bridge/Culvert Replacements (4)	\$3,331,690	\$28,953	1%	
- Pth Urban Streetscape Improvements	\$3,141,000	\$324,165	10%	
- Fleet Replacement Program	\$1,632,000	\$795,356	49%	
- Lfd Urban Streetscape Improvements	\$1,393,628	\$482,692	35%	
- Ashby Road reconstruction	\$1,135,790	\$268,485	24%	
- Lfd Caravan Park Amenities replacement	\$625,000	\$535,226	86%	
- Lfd Laycock Street Reserve	\$500,768	\$481,035	96%	
- Elphinstone Road Reconstruction	\$365,000	\$75,347	21%	
- Pth Junior Soccer Field	164,421	\$151,829	92%	

* Full year to date capital expenditure for 2024/25 provided as an attachment.

D. Financial Health Indicators				
	Target	Actual	Variance	Trend
Financial Ratios				
- Rate Revenue / Total Revenue	55.1%	86.5%	-31.4%	↘
- Own Source Revenue / Total Revenue	79%	98%	-18.9%	↘
Sustainability Ratio				
- Operating Surplus / Operating Revenue	-0.1%	25.0%	-25.1%	↘
- Debt / Own Source Revenue	35.3%	45.3%	-10.0%	↔



Efficiency Ratios

- Receivables / Own Source Revenue	22.6%	54.7%	-32.1%	↘
- Employee costs / Revenue	31.7%	21.2%	10.5%	↗
- Renewal / Depreciation	312.8%	113.9%	199.0%	↗

Unit Costs

- Waste Collection per bin	\$13.56	\$	15.79	↔
- Employee costs per hour	\$70.27		\$50.43	↗
- Rate Revenue per property	\$1,916.55		\$1,891.19	↔
- IT per employee hour	\$5.45		\$6.70	↘

E. Employee & WHS scorecard

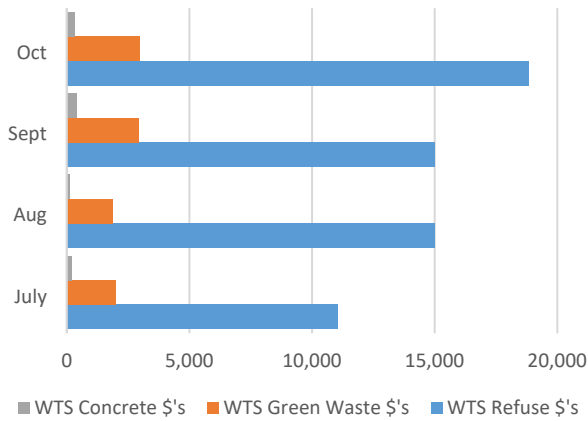
	YTD	This Month	
Number of Employees	114	114	
New Employees	16	1	
Resignations	9	0	
Total hours worked	70,128	14,466	
Medical Treatment Injury	5	1	
Property Damage Incident		0	
Safety Incidents Reported	1	0	
Hazards Reported	0	0	
Workplace Inspections	13	4	
Risk Incidents Reported	11	0	
Insurance claims - Public Liability	0	0	
Insurance claims - Industrial	0	0	
Insurance claims - Motor Vehicle	0	0	
IT - Unplanned lost time	4	0	
Open W/Comp claims	3	1	

F. Waste Management

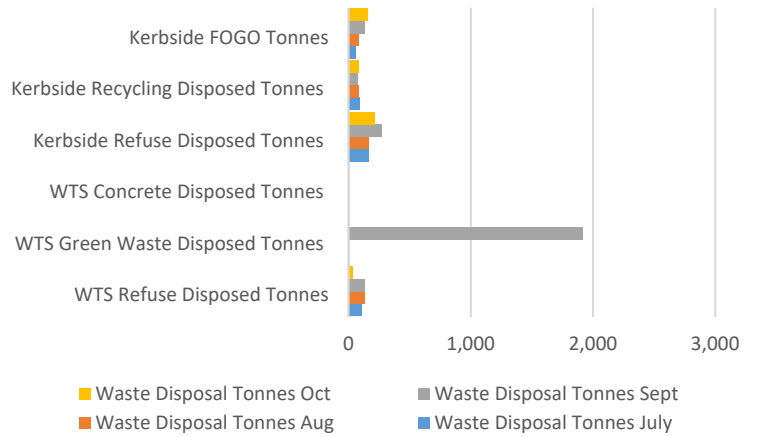
Waste Transfer Station	2022/23	2023/24	2024/25 Budget Year to Date	2024/25	
Takings					
- Refuse	\$146,790	\$148,749	\$46,782	\$59,879	% change for same period last year -4%
- Green Waste	\$77,811	\$60,216	\$19,143	\$9,749	% change for same period last year 0%
- Concrete	\$4,861	\$4,767	\$1,500	\$1,054	% change for same period last year -100%
- Tyres	257	\$0	\$1,667	\$0	
Total Takings	\$229,719	\$213,732	\$69,091	\$70,682	
Tonnes Disposed					
WTS Refuse Disposed Tonnes	1298	1276	425	416	% change for same period last year -4%
WTS Green Waste Disposed Tonnes	5970	0	1,777	1920	0%
WTS Concrete Disposed Tonnes	0	0	-	0	0%
Kerbside Refuse Disposed Tonnes	2341	2507	836	818	% change for same period last year -56%
Kerbside Recycling Disposed Tonnes	1035	1029	343	335	% change for same period last year -56%
Fogo Disposed Tonnes	488	1308	436	432	% change for same period last year -56%
Total Waste Tonnes Disposed	11132	6120	3817	3921	



Waste transfer Station Fees \$'s



Waste Disposal Tonnes



5 OFFICER COMMENTS

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

6 ATTACHMENTS

1. Monthly Financial Report - November 2024 [15.1.1 - 1 page]
2. Monthly Capital Financial Report to Council - November 2024 [15.1.2 - 6 pages]



15.2 POLICY REVIEW: ACCOUNTING; INFORMATION MANAGEMENT; PRIVACY; FRAUD AND CORRUPTION & COPYRIGHT

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager; Tatiana Paniagua, Executive Officer; and Gail Eacher, Executive Assistant

MINUTE NO. 24/0415

DECISION

Cr Archer/Cr Andrews

That Council endorse the minor amendments to the following policies:

- a) Accounting;
- b) Information Management;
- c) Privacy;
- d) Fraud and Corruption; and
- e) Copyright.

Carried

Voting for the Motion:

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

Voting Against the Motion:

Cr Terrett

RECOMMENDATION

That Council endorse the minor amendments to the following policies:

- a) Accounting;
- b) Information Management
- c) Privacy;
- d) Fraud and Corruption; and
- e) Copyright.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council endorsement for the minor updates to the following policies

- a) Accounting;
- b) Information Management
- c) Privacy;
- d) Fraud and Corruption; and
- e) Copyright.

2 INTRODUCTION/BACKGROUND

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

a) Accounting

The review found the need for only minor amendments such as the date for the next review and the following highlighted updates.



5. EXPENSE RECOGNITION

...

11) DEPRECIATION OF PROPERTY, PLANT & INFRASTRUCTURE

...

Asset	Threshold \$
Land	Nil
Land Under Roads	Nil
Buildings	5,000
Flood Levee Infrastructure	3,000 5,000
Furniture, Fittings, Office Equipment & Computers	1,000
Fleet	1,000
Plant	1,000
Roads Infrastructure	5,000
Bridges	5,000
Stormwater & Drainage	3,000 5,000

6. RECOGNITION AND MEASUREMENT OF ASSETS

...

11) ACQUISITION AND RECOGNITION

...

Asset	Threshold \$
Land	Nil
Land Under Roads	Nil
Buildings	5,000
Flood Levee Infrastructure	3,000 5,000
Furniture, Fittings, Office Equipment & Computers	1,000
Fleet	1,000
Plant	1,000
Roads Infrastructure	5,000
Bridges	5,000
Stormwater & Drainage	3,000 5,000

9. INVESTMENT IN WATER CORPORATION

...

Council’s ownership interest in TasWater, which is based on Schedule 2 of the Corporation’s Constitution, decreased from **2.33%** **2.49% at 30 June 2023 2019** to **2.27% 2.46% at 30 June 2024 2020**. ...

b) Information Management

The review found the need for only minor amendments such as the date for the next review and the following highlighted updates.

Deletion of APPENDIX A (flow chart) and renumbering of following appendices.

APPENDIX B – additions to register of endorsed systems.

c) Privacy

The review found the need for only minor amendments such as the date and timing of the next review; and update of the Ombudsman’s contact details.

d) Fraud and Corruption

The review found the need for only minor amendments such as the date and timing of the next review; and inclusion of information to provide clarification.



e) Copyright

The review found the need for amendments to the date and timing of the next review; as well as the streamlining of the policy to remove duplication of associated legislation. The proposed amendments are not listed within this report; however, for ease of review, the amended marked-up policy document and a clean version of the amended policy are attached.

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

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

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

N/A

7 RISK ISSUES

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

8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

Council has the following options to consider:

- Endorse the minor amendments to the policies;
- Make further amendments to the policies; or
- Reject the amendments to the policies.



11 OFFICER'S COMMENTS/CONCLUSION

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

12 ATTACHMENTS

1. Accounting Policy [15.2.1 - 10 pages]
 2. Information Management Policy [15.2.2 - 11 pages]
 3. Privacy Policy [15.2.3 - 5 pages]
 4. Fraud and Corruption Policy [15.2.4 - 14 pages]
 5. Copyright Policy - marked up [15.2.5 - 5 pages]
 6. Copyright Policy - clean version [15.2.6 - 2 pages]
-



16 WORKS REPORTS

16.1 MAIN STREET, CRESSY FOOTPATH AND KERB WORKS

Responsible Officer: Leigh McCullagh, Works Manager

Report prepared by: Jonathan Galbraith, Engineering Officer

MINUTE NO. 24/0416

DECISION

Cr Adams/Cr Andrews

That Council re-direct the funds allocated in the 2024/2025 budget from the “replacement of the existing kerb and footpath in Main Street Cressy from the intersection with Spencers Lane to number 83 Main Street, Cressy” to the construction of a new stormwater main from the corner of Charles and Church Streets to number 71 Main Street Cressy.
Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That Council re-direct the funds allocated in the 2024/2025 budget from the “replacement of the existing kerb and footpath in Main Street Cressy from the intersection with Spencers Lane to number 83 Main Street, Cressy” to the construction of a new stormwater main from the corner of Charles and Church Streets to number 71 Main Street Cressy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council approval to transfer funding that has been allocated for replacement kerb and footpath in Main Street Cressy for the construction of a new stormwater main.

2 INTRODUCTION/BACKGROUND

The existing kerb between Spencers Lane and number 83 Main Street is badly cracked and approaching the end of its life, and the footpath is also deteriorating. Council allocated \$116,800 in 2024/2025 budget for the replacement of the existing kerb and footpath in Main Street Cressy from the intersection with Spencers Lane to number 83 Main Street, Cressy. The existing kerb holds water and does not drain properly and investigations by Council’s Works Staff have shown that for the new kerb to drain effectively a stormwater main should first be installed in this area.

It is proposed to construct a new stormwater main commencing at the existing main on the corner of Charles and Church Streets and ending at 71 Main Street. If the \$116,800 is transferred this will be sufficient to construct a stormwater main along Church Street, from Charles Street, across to the eastern side of Main Street and the remaining works can be completed in the following financial year.

In addition to draining the proposed new kerb this main will provide improved road and property drainage further to the south of the proposed works and, also in Church Street.

Funds can then be allocated in the 2025 – 2026 budget to extend the stormwater main through to number 71 Main Street and upgrade the kerb and footpath.

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

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

The following Acts are relevant to this matter:

- *Local Government Highways Act 1982*
- *Urban Drainage Act 2013*
- *Roads and Jetties Act 1935*

6 FINANCIAL IMPLICATIONS

The cost of to construct the main from the Charles Street intersection to the eastern side of Main Street is estimated at \$110,000. A further \$110,000 would be required in a future budget to extend the main to 71 Main Street.

7 RISK ISSUES

Approval will be required from the Department of State Growth for the works that are to be carried out within the Main Street road reserve and there is a risk that this may delay the project.

There is also a risk that rock may be encountered during excavation which will increase the cost of the excavation.

8 CONSULTATION WITH STATE GOVERNMENT

Council is in the process of seeking approval from the Department of State Growth to carry out stormwater works.

9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can choose to re-allocate funds allocated for kerb and footpath works in the 2024 – 2025 budget for the installation of a new stormwater main; or not.

11 OFFICER'S COMMENTS/CONCLUSION

It is recommended that Council allocate the required funds to construct the stormwater main. The proposed main will provide drainage for a large area of Cressy that currently has inadequate stormwater drainage and will allow for funding to be allocated to upgrade the kerb and footpath in a future budget.

12 ATTACHMENTS

1. Proposed new Stormwater Main - Main Street Cressy [16.1.1 - 1 page]
-



16.2 NORTHERN MIDLANDS WEED MANAGEMENT STRATEGY 2024-2029

Responsible Officer: Leigh McCullagh, Works Manager

Report prepared by: Leigh McCullagh, Works Manager

MINUTE NO. 24/0417

DECISION

Cr Terrett/Cr Andrews

That Council

- 1) endorse the Northern Midlands Weed Management Strategic Plan 2024-2029 (October 2024) prepared for Council by RM Consulting Group Pty Ltd.
- 2) include in the 2025/2026 budget deliberations the allocation of a budget to commence implementation of the strategy.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That Council

- 1) endorse the Northern Midlands Weed Management Strategic Plan 2024-2029 (October 2024) prepared for Council by RM Consulting Group Pty Ltd.
- 2) include in the 2025/2026 budget deliberations the allocation of a budget to commence implementation of the strategy.

1 PURPOSE OF REPORT

To present to Council the Northern Midlands Weed Management Strategic Plan 2024-2029 (October 2024) prepared for Council by RM Consulting Group Pty Ltd.

2 INTRODUCTION/BACKGROUND

The aim of the Northern Midlands Weed Management Strategic Plan (the Strategic Plan) is to provide a coordinated and practical management framework to minimise the adverse economic, ecological, and social impacts of weeds in the Northern Midlands municipality.

The Plan aims to assist in coordinating Council's approach to weed management in the municipality and in allocating annual funding for Council weed management actions. This plan also aims to increase community awareness and ownership in weed preventative and management practices and assist in decision making for land holders undertaking weed management actions. The plan can also be used as supporting documentation in funding applications for weed management actions.

The Strategic Plan has three primary objectives:

1. Prevent the establishment of new weeds in the Northern Midlands municipal area
2. Reduce the impact of existing weeds, with a focus on key weed species, in the Northern Midlands
3. Build community awareness and capacity to act regarding weed management in the Northern Midlands.



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

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

N/A

5 STATUTORY REQUIREMENTS

Weeds that are deemed to significantly threaten environmental, economic, and/or social assets have been declared under the Tasmanian *Biosecurity Act 2019*, which is the primary legislation concerning the management of declared weeds in Tasmania. The Act is administered by Biosecurity Tasmania within the Department of Natural Resources and Environment Tasmania (NRE TAS).

The *Biosecurity Act* also provides for the appointment of authorised officers within state and local government to monitor and enforce compliance with the Act. Authorised officers can require any person to take action to manage a declared weed in accordance with a Weed Management Plan and issue fines for non-compliance.

When undertaking weed management measures, other legislation may also apply, such as that protecting threatened flora, fauna, and vegetation communities:

- Tasmanian *Nature Conservation Act 2002*
- Tasmanian *Threatened Species Protection Act 1995*
- Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*.

6 FINANCIAL IMPLICATIONS

Implement costs have not been estimated; however, the costs associated with weed management in agriculture and production losses as a result of weeds is estimated to cost over \$4.3 billion annually across Australia (*Reference: Department of Agriculture, Fisheries and Forestry (2023). Cost of established pest animals and weeds to Australian agricultural producers. Australian Bureau of Agricultural and Resource Economics and Sciences, Australian Government.*)

If a landholder is refusing to undertake appropriate management activities for declared weeds on their land, as obligated under the *Biosecurity Act 2019*, NRE TAS should be notified via InvasiveSpecies@nre.tas.gov.au Non-compliance with the *Biosecurity Act* can result in fines and/or a requirement notice to manage declared weeds being issued. Failure to comply with a requirement notice can result in prosecution and/or the measures listed in the requirement notice being undertaken by a third party, with costs charged to the landholder.



7 RISK ISSUES

Weeds that are deemed to significantly threaten environmental, economic, and/or social assets have been declared under the *Tasmanian Biosecurity Act 2019*.

Herbicide resistance is a recognised issue in cropping systems and there are resources from that sector that can be adapted to tackle herbicide resistance and reduce the risk of road authorities creating resistance issues.

While washing down onsite may not always be feasible, risk of weed spread during transportation to a washdown area must be considered.

Potential of spreading disease and pathogens – these can be minimised/managed by following hygiene protocols.

Illegal dumping of weeds and garden waste on Council or Crown land is an ongoing problem and recurring source of weed infestations

The planting of invasive weeds as ornamental species in gardens is not uncommon.

8 CONSULTATION WITH STATE GOVERNMENT

State Growth utilise verge spraying as well as mowing and slashing. Highways and major arterial roads are managed by State Growth and district and local roads are managed by Council.

Since 2017, State Growth have been delivering the 'Priority Weed Program' (PWP) along road corridors, which delivers targeted and strategic weed treatment utilising a priority-led approach. Works under the PWP will continue within the municipality, subject to Government funding.

9 COMMUNITY CONSULTATION

There are a range of community concerns associated with verge spraying for maintenance and weed control, the primary concern being increased herbicide resistance. Herbicide resistance is a recognised issue in cropping systems and there are resources from that sector that can be adapted to tackle herbicide resistance and reduce the risk of road authorities creating resistance issues.

Rotating herbicide modes of action used (where available) will reduce the chances of resistance issues occurring. As a part of this strategy, Council and State Growth should communicate with adjacent agricultural landholders to ensure all parties are adopting similar herbicide rotation plans and timing their control efforts for maximum impact both on their site and in conjunction with adjacent areas. Non-chemical control measures, as mentioned above, can also be utilised where appropriate.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either accept and implement or not accept the Northern Midlands Weed Management Strategic Plan 2024-2029 (October 2024) prepared for Council by RM Consulting Group Pty Ltd.

11 OFFICER'S COMMENTS/CONCLUSION

The aim of the Northern Midlands Weed Management Strategic Plan (the Strategic Plan) is to provide a coordinated and practical management framework to minimise the adverse economic, ecological, and social impacts of weeds in the Northern Midlands municipality.

This Strategic Plan is aimed primarily at the key weed species listed in Section 3.1 of the report, however; it is noted that these are not the only weeds that are threatening economic, social, and/or environmental assets within the municipality.



When the resources and opportunities allow, other weeds should be managed in conjunction with the key species to reduce their impact and prevent them from becoming a bigger issue and requiring additional resources for management in future.

12 ATTACHMENTS

1. NMC Weed Management Strategic Plan FINAL [16.2.1 - 20 pages]
-



16.3 POLICY REVIEW: NO SPRAY REGISTER

Responsible Officer: Leigh McCullagh, Works Manager

Report prepared by: Jonathan Galbraith, Engineering Officer; and Gail Eacher, Executive Assistant

MINUTE NO. 24/0418

DECISION

Cr Archer/Cr Adams

That Council endorse the No Spray Register Policy.

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

RECOMMENDATION

That Council endorse the No Spray Register Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council endorsement of the updates to the No Spray Register Policy.

2 INTRODUCTION/BACKGROUND

A review of the policy has resulted in no changes being recommended to the policy.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

1.1 Council is connected to the community

1.3 Management is efficient, proactive and responsible

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

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

5 STATUTORY REQUIREMENTS

Not applicable.



6 FINANCIAL IMPLICATIONS

As per policy provisions.

7 RISK ISSUES

Currency of Policies is important to ensure that they reflect economic and legislative changes.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

9 COMMUNITY CONSULTATION

Not applicable.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council has the following options to consider:

- Endorse the minor amendments to the policy;
- Make further amendments to the policy; or
- Reject the amendments to the policy.

11 OFFICER'S COMMENTS/CONCLUSION

No changes are recommended to the current policy.

12 ATTACHMENTS

1. No Spray Register [**16.3.1** - 3 pages]
-



17 ITEMS FOR THE CLOSED MEETING

MINUTE NO. 24/0419

DECISION

Deputy Mayor Lambert/Cr Adams

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

Carried Unanimously

RECOMMENDATION

That Council move into the "Closed Meeting" with the General Manager, Corporate Services Manager, Works Manager, Project and Building Compliance Manager, Senior Planner, Executive Officer and Executive Assistants to discuss Closed Council Items.

Item	Local Government (Meeting Procedures) Regulations 2015 Reference
Confirmation of Minutes	15(2)(g)
Applications for Leave of Absence	15(2)(h)
Personnel Matters	15(2)(a)
Action Items: Closed Council Status Report	15(2)(g)
Legal Matter	15(2)(i)
Personnel Matters	15(2)(a)
Australia Day and Volunteer Awards	15(2)(g)
Cressy Pool Committee Request	15(2)(g)
Legal Matter	15(2)(d)
Legal Issues	15(2)(i)
Road Sealing Contract	15(2)(b)(d)
District Committee Membership	15(2)(g)
Personnel Matter	15(2)(a)

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

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



17.1 CLOSED COUNCIL DECISIONS RELEASED

No Closed Council Decisions were released.



18 CLOSURE

Mayor Knowles closed the meeting at 8.23pm.

MAYOR _____ DATE _____