



**NORTHERN
MIDLANDS
COUNCIL**

AGENDA

ORDINARY MEETING OF COUNCIL

MONDAY, 20 JANUARY 2025

Des Jennings
GENERAL MANAGER



QUALIFIED PERSONS ADVICE

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

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

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

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

LIVESTREAMING AND RECORDING OF COUNCIL MEETINGS

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

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

Closed Council Meetings will not be live streamed or recorded.

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

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

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

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

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

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


Des Jennings
GENERAL MANAGER



GUIDELINES FOR COUNCIL MEETINGS

EXPECTATIONS OF COUNCILLOR CONDUCT

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

MEETING CONDUCT

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

PUBLIC QUESTIONS AND STATEMENTS

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

Public question time is to commence at approximately 5.30pm and is to be conducted in accordance with the following guidelines:

- At each Council Meeting, up to 20 minutes, or such longer period as Council may determine by resolution at that meeting, is to be provided for persons at the meeting to ask questions.
- A person seeking to ask a question must firstly identify himself or herself by stating their name and the town they reside in.
- If more than one person wishes to ask a question, the Mayor is to determine the order in which those questions are asked.
- Questions must be directed to the Mayor who shall answer or direct the question to the appropriate Councillor or Council Officer. A question will be answered if the information is known otherwise taken on notice and responded to in writing within 10 working days. Questions should preferably be in writing and provided to the General Manager at the Council Meeting.
- A person is entitled to ask no more than two questions on any specific subject. If a person has up to two questions on several subjects, the Mayor may defer those questions until other questions have been asked and refer back to that person only if time permits.
- Each speaker is limited to a maximum of 3 minutes.

REPRESENTATIONS ON PLANNING ITEMS

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

PETITIONS

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



NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE NORTHERN MIDLANDS COUNCIL WILL BE HELD ON MONDAY 20 JANUARY 2025 AT 5.00PM AT THE COUNCIL CHAMBERS, 13 SMITH STREET, LONGFORD.


DES JENNINGS
GENERAL MANAGER
15 JANUARY 2025

4.00pm Councillor Workshop – closed to the public

5.30pm Public Questions & Statements

1 ATTENDANCE

PRESENT

In Attendance:

APOLOGIES



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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.



5 PROCEDURAL

5.1 CONFIRMATION OF COUNCIL MEETING MINUTES

5.1.1 Confirmation Of Minutes: Ordinary Council Meeting

RECOMMENDATION

That the Open Council Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 9 December 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 will be held at 5.00pm on Monday, 17 February 2025.



5.3 MOTIONS ON NOTICE BY A COUNCILLOR

The following Notice of Motion has been received.

5.3.1 Notice Of Motion: Request For General Manager, Mayor And Deputy Mayor To Stand Aside

Responsible Officer: {custom-field-responsible-officer}

OFFICER'S RECOMMENDATION

That Council:

- i) clarify circumstances surrounding the repayment of \$11,000 and the categorisation of it as private legal advice; and
- ii) seek advice regarding employment of law elements that Council as the employer of the General Manager may need to take as to a position it takes with regard to requesting the General Manager stands down, including contract provisions.

Councillor McCullagh has requested the below Notice of Motion be included in the Agenda for the Council Meeting to be held on 20 January 2025.

NOTICE OF MOTION

- That the General Manager, Mayor and Deputy Mayor be requested to stand aside pending the outcome of the Integrity Commission and Tasmania Police investigation. Continuing in their current positions is untenable and adversely impacts on the reputation of the Northern Midlands Council and undermines the community confidence in the Council.
- That Council write to the Integrity Commission Tasmania and Tasmania Police seeking a fully independent investigation into allegations of illegal and arguably corrupt conduct, misuse of council funds (reported to be \$135,422.78) and any additional expenditure (including Council's legal and other expenses, which have not been disclosed to date) and resources and the destruction of council records, stemming from the judgement by the Supreme Court of Tasmania.
- That the Council take action to recover the remaining funds that have not been disclosed to date, that were the result of the actions of the Mayor and the General Manager, causing the financial expenditure to Council.
- That the Northern Midlands Council does not in future destroy, delete or alter recordings of Council Meetings in future and that council fully comply with the State Archives Act.
- That Council be advised when legal advice provided to council is not independent legal advice.
- That all future decisions reliant on independent Legal advice as part of that decision, must provide all Councillors are provided with the fully written advice relevant to any decision making.
- That Council no longer provide financial assistance to elected members of council, committee member or employees of council in relation to any private legal action.

BACKGROUND

Following the handing down of judgement Marshall AJ of the Tasmania Supreme Court into the case McCullagh v Northern Midlands Council, Knowles, and Jennings [2024] TASCC66 council has a responsibility to ensure the integrity of the Council.

The case identified several breaches of legislation and a failure of good governance at Northern Midlands Council.



Council has a corporate obligation to notify the Integrity Commission and the Tasmanian Police of any allegations or accusations of “arguably corrupt conduct” or criminal activity be referred by the organisation to the appropriate agencies for action.

It is incumbent that Council ensures that the legislative requirements identified in this case are not duplicated in the future and that council resolve that to take action to ensure compliance, specifically.

- The destruction of council records
- The use of council finances to assist Councillors and Employees in take private legal action.
- Council obtains independent legal advice when determining matters
- No legal action, with the exception of planning matters, should be undertaken without full consultation of the full council.

It has been further advised that the Mayor, Councillor Mary Knowles and the Deputy Mayor, Councillor Janet Lambert, had an account of \$11,000 paid for private legal advice from Simmons Wolfhagen to prepare a Code of Conduct complaint without any resolution of council.

Considering the Tasmania Supreme Court decision, Simmons Wolfhagen has determined that it would be appropriate for the firm to repay the \$11,000 paid to the Council. This repayment has now been made to council following the Supreme Court of Tasmania’s judgement that the payment was unauthorised. The payment of that advice appears to contravene the legislation as by the Solicitors paying such would constitute a gift of financial personal advantage to the Councillors involved.

OFFICER’S RECOMMENDATION

- 1) Pursuant to the Local Government Act 1993 Section 63, the General Manager must ensure that Council receives advice from persons who have the necessary qualification or experience to give such advice, information or recommendation on the matter before Council.

RECOMMENDATION: That Council:

- i) clarify circumstances surrounding the repayment of \$11,000 and the categorisation of it as private legal advice;
- ii) seek advice regarding employment of law elements that Council as the employer of the General Manager may need to take as to a position it takes with regard to requesting the General Manager stands down, including contract provisions;
- iii) note that it has no power to direct the Mayor or Deputy Mayor to stand aside, the proposed motion is a request not a direction; and
- iv) note that if the Mayor and Deputy Mayor are absent from a meeting, councillors present will need to elect one of their own to chair the meeting.

ATTACHMENTS

Nil



5.4 COUNCILLOR QUESTIONS ON NOTICE

No Questions on Notice were received.



6 COUNCIL COMMITTEES - CONFIRMATION OF MINUTES

RECOMMENDATION

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

Minutes of meetings of the following Committees are attached:

Date	Committee	Meeting
13 November 2024	Ross Community Sports Club Inc	Ordinary
3 December 2024	Campbell Town District Committee	Ordinary
3 December 2024	Ross District Committee	Ordinary
3 December 2024	Evandale District Committee	Ordinary
11 December 2024	Perth Community Centre Management Committee (PCCMC)	Ordinary
8 January 2025	Longford District Committee	Ordinary
11 August 2024	Devon Hills Neighbourhood Watch and Residents Committee	Annual General Meeting
11 August 2024	Devon Hills Neighbourhood Watch and Residents Committee	Ordinary
8 December 2024	Devon Hills Neighbourhood Watch and Residents 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 EVANDALE DISTRICT COMMITTEE

At the ordinary meeting of the Evandale District Committee held on 3 December 2024 the following motions were recorded for Council's consideration:

7.1.1 Master Plan: Pioneer Park, Evandale

Officer Recommendation:

That Council note the Committee's recommendation to:

- a) consider any activity or works currently being done in Pioneer Park to be in keeping with the overall scheme of the Master Plan; and
- b) provide a copy of the Master Plan report.

Committee Recommendation:

That council consider any activity or works currently being done in Pioneer Park to be in keeping with the overall scheme of the Master Plan and provide a copy of the Master Plan report.

Officer Comment:

The Officer report is listed in the January 20th Council meeting.

Background:

Report was received at Council Workshop November 5th, 2024. Officer will notify committee once there is an outcome. The pathways in Pioneer Park are impossible for motorised scooter access. Request for the deep potholes and ruts need to be filled and levelled. The ironstone has been delivered, and maintenance works will take place. Committee notes that when the Pioneer Park Master plan is implemented the pathways will be exposed concrete avoiding these maintenance issues and the ironstone gravel may be wasted.

7.1.2 Bicycle Racks - Location And Style

Officer Recommendation:

That council notes the Committee's recommendation to consider any bike rack installation to be located so that it is not within the streetscape and, where possible be sympathetic to the heritage look of the town with the use of antique-style bike racks.

Committee Recommendation:

That the council consider any bike rack installation to be located so that it is not within the streetscape thus the visual pollution kept to a minimum and, where possible be sympathetic to the heritage look of the town with the use of antique-style bike racks.

Officer Comment:

Officers will note the committee request and will take this into consideration when the locations are determined.



7.1.3 Heritage Tunnel And Watercourse

Officer Recommendation:

That the council's planning department will consult with the developer and the Tasmanian Heritage Council regarding the Committee's motion.

Committee Recommendation:

That the council consider a green space and erect a fence and interpretation panel given the historical significance of the tunnel and look at the heritage listing for the Tunnel and Water course system in Evandale.

Officer Comment:

The Evandale to Launceston Water Scheme is listed with the Tasmanian Heritage Council (see attached datasheet). The council's planning department will consult with the Tasmanian Heritage Council regarding the Committee's motion.

Background:

The Convict-Built Evandale to Launceston Water Scheme is of significant heritage for the township and the history of Launceston.

The concern is that the 'Baker Group' development will be built over the heritage site of great cultural significance as it is one of the original convict-built shafts in Evandale.

ATTACHMENTS

{attachment-list}



7.2 LONGFORD DISTRICT COMMITTEE

At the ordinary meeting of the Longford Local District Committee held on 8 January 2025 the following motions were recorded for Council's consideration:

7.2.1 A-Doubles And B-Doubles 24 Hour Access On Illawarra And Longford Main Roads

Officer Recommendation:

That Council Officer investigates and seeks clarification from the Department of State Growth.

Committee Recommendation:

The Longford District Committee requests Northern Midlands Council write to the Minister for Infrastructure, Kerry Vincent, to ask for clarification on when approval for 24-hour access was given to A-Doubles and B-Doubles to access Illawarra Road and Longford main streets, due to noise and vibration issues causing damage to heritage buildings.

Officer Comment:

B-doubles have been using Longford main street for many years. A-doubles are a new configuration into Tasmania but have been used on the mainland for many years, so usage of the Main Street by A-doubles would be relatively recent.

You can view the roads statewide that have approval for different types of vehicles:

<https://hvams.stategrowth.tas.gov.au/>

7.2.2 Review Of The Location And Number Of 60Km/Hr Signs On Woolmers Lane

Officer Recommendation:

That Council notes the recommendation and awaits the traffic engineer's report.

Committee Recommendation:

Longford District Committee request Northern Midlands Council install a "60km/hr. zone ahead" sign on the sharp right-hand corner of Woolmers Lane on the approach to Longford, and a "concealed driveway" sign on Woolmers Lane between the aforementioned corner and the current 60 km/hr sign approaching Longford.

Officer Comment:

The officer will send this information to the Department of State Growth. The council have engaged a traffic engineer to review this intersection. Approvals for changes to speed limit signage is the responsibility of the Department of State Growth, but Council may make an application to the Department for speed limit signs to be changed.

Background:

Considering the recent fatality, discussion was held regarding additional signage and the prevalence of tourists in this area unfamiliar with the road constraints.



7.2.3 Proposed Relocation Of The Stone Longford Entrance Wall To The Woolmers End Of Longford

Officer Recommendation:

That council notes the Committee's recommendation.

Committee Recommendation: The Longford District Committee request that the Northern Midlands Council ensures that, in view of recent discussions regarding historical nature of the Longford Entrance Wall, it remain in situ or in close proximity to its current location.

Officer Comment:

The officer is assessing options and will report to the Council.

Background:

Longford District Committee members were unanimous in opposition to this proposal.



7.3 ROSS DISTRICT COMMITTEE

At the ordinary meeting of the Ross Local District Committee held on 3rd December 2024 the following motions were recorded for Council's consideration:

7.3.1 EV Charging Station Design

Officer Recommendation:

That Council note the recommendation and liaise further with the Committee as the matter progresses.

Committee Recommendation:

That the Council offer the Ross District Committee input into the designs of the Skins of the NRMA EV charging stations before the final design decision is made.

Officer Comment:

Electric Vehicle (EV) charging stations have "skins" options to choose e.g. flowers or camouflage. These designs are from the consultant. Supplier will be asked for a variety of options.

7.3.2 Uniform Concrete Colour

Officer Recommendation:

The current concrete colour used is preferred to maintain a more consistent and seamless look in the township.

Committee Recommendation:

That for any new concrete slabs in Ross to be laid that the council maintain a uniform dark grey cement to be less visually obtrusive and to have a more consistent look in the township.

Officer Comment:

The colour of the concrete currently used in Ross Township is a dark brown. This is used to match the many existing driveways to maintain a uniform look.



7.3.3 Forgotten Battalion 2/40 Memorial

Officer Recommendation:

That Council supports the Committee request subject to RSL approval.

Committee Recommendation:

That council supports the request in principle to add an additional plaque/stone to the existing memorial subject to RSL and community feedback.

Officer Comment:

There is ample space available at the Cenotaph.

Background:

The 2/40 Battalion was made up of many Tasmanians and some from Ross and the surrounding area. There is ample room at the Ross Cenotaph to include Bob Davis and the 2/40 Battalion.

Request by Rod Stone for a place of respect in Ross. See correspondence attached to meeting minutes – letter from Mr. Rod Stone and letter from Hon Guy Barnett MP.



7.4 OTHER COMMITTEE RECOMMENDATIONS

7.4.1 Speed Hump Installation - Devon Hills/Loop Road

Devon Hills Neighbourhood Watch and Residents Committee

At the ordinary meeting of the Devon Hills Neighbourhood Watch and Residents Committee held on 11 August 2024 the following motion/s were recorded for Council's consideration:

Speed Hump Installation Devon Hills Loop Road:

Officer Recommendation:

That Council investigate the installation of speed humps along the Devon Hills/Loop Road for safety reasons and to reduce excessive speeding in this area.

Committee Recommendation:

To investigate the installation of speed humps along the Devon Hills/Loop Road for safety reasons and to reduce excessive speeding in this area.

Officer Comment:

The Department of State Growth has previously advised Council that in some circumstances approval is required to install speed humps on Council roads. Council officers have written to the Department of State Growth to confirm if approval is required and are awaiting a response.

There are a number of matters that need to be considered prior to installing speed humps. Although road humps are popular traffic control device to reduce speeding they are also one of the most complained about, humps are not designed to address individual inappropriate driving behaviour. In some cases, they may encourage dangers or antisocial driving behaviours and even lead to a more serious consequence e.g. a hooning car losing control when encountering a road hump.

Other matters that need to be taken into consideration include

- increase in noise;
- increased maintenance costs to Council due to pavement damage and line marking renewal costs; and
- slower access for emergency vehicles.

Based on the above, careful consideration must be given by Council when investigating if the installation of traffic calming devices, including road humps, is appropriate.



7.4.2 Plan Of Development For Devon Hills Walk/Bikeway

Devon Hills Neighbourhood Watch and Residents Committee

At the ordinary meeting of the Devon Hills Neighbourhood Watch and Residents Committee held on 11 August 2024 the following motion/s were recorded for Council's consideration:

Officer Recommendation:

That Council Officers review the existing shared path markings and signage, seek advice from a Traffic Engineer and develop a plan to carry out upgrade works as required.

Committee Recommendation:

That council develops a plan for improvements to the Devon Hills Walk/Bikeway from Perth to Breadalbane, including the removal of the remaining posts on the walk/bikeway, colouring of the walk/bikeway and improving signage, including a stop sign at the Devon Hills/Haggerston Road intersection.

Officer Comment:

Line marking and signage on bike paths must be installed in accordance with the relevant Australian standards. As part of the review process an experienced traffic engineer should be engaged to provide comments on any changes to line marking or signage.

Investigations have previously been carried out by traffic engineers from the Department of State Growth, prior to the road being handed over to Council and they have advised that a Stop sign should not be installed at the Devon Hills intersection because the sight distances exceed the warrants for a stop sign set out in the Australian and Austroads Standards. If a stop sign cannot be installed Council officers will review signage on the path to alert users of the intersection.



8 INFORMATION ITEMS

RECOMMENDATION

That the Open Council Information items be received.

8.1 COUNCIL WORKSHOPS/MEETINGS HELD SINCE THE LAST ORDINARY MEETING

Responsible Officer: Des Jennings, General Manager

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

Date Held	Purpose of Workshop
20 January 2025	Council Workshop Discussion: <ul style="list-style-type: none">Council Meeting Agenda items
	Council Meeting

8.2 MAYOR'S ACTIVITIES ATTENDED & PLANNED

Mayor's Activities Attended & Planned for the period 4 December 2024 to 14 January 2025 are as follows:

Date	Activity
4 December 2024	Attended LGAT Communities of Practice learning session, online
4 December 2024	Attended TasFire Virtual Town Hall Meeting, online
5 December 2024	Attended meeting at JBS Longford
7 December 2024	Attended student meeting, Avoca
9 December 2024	Attended meeting with SES and Commander Marco Ghedini, Longford
9 December 2024	Officiated Citizenship Ceremony, Longford
9 December 2024	Attended Workshop and Council Meeting, Longford
10 December 2024	Attended Perth Primary School presentation, Perth
11 December 2024	Attended Multicultural Advisory Group meeting, Hobart
11 December 2024	Attended LGAT GMC Christmas dinner, Hobart
12 December 2024	Attended LGAT – General Management Committee meeting, Hobart
12 December 2024	Attended PLGC (Premiers Local Government Committee) meeting Hobart
13 December 2024	Attended Cressy District High School Presentation, Cressy
13 December 2024	Attended LGAT Communities of Practice Psychological Safety session, online
13 December 2024	Attended Campbell Town District High School Presentation Assembly, Campbell Town
13 December 2024	Attended meeting with Professor Natalie Brown of UTAS, Campbell Town
14 December 2024	Attended Avoca Community Christmas Party, Avoca
15 December 2024	Officiated Shannon's Car Show, King Street Oval, Campbell Town
16 December 2024	Attended event with Premier of Tasmania Hon Jeremy Rockliff MP, Launceston
20 December 2024	Attended Works Christmas lunch, Longford
6 January 2025	Attended Avoca Bus Shelter Community make over
7 January 2025	Attended Avoca Bus Shelter Community make over
8 January 2025	Attended Avoca Bus Shelter Community make over
9 January 2025	Attended Avoca Bus Shelter Community make over
14 January 2024	Attended LGAT Health + Wellbeing online forum, Gipps Creek
	Attended to email, phone, media and mail inquiries



8.3 GENERAL MANAGER'S ACTIVITIES

General Manager's and Acting General Manager's Activities Attended & Planned for the period 3 December 2024 to 13 January 2025 are as follows:

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

Date	Activity
4 December	Meeting re Illawarra Road Upgrade
9 December	Meeting with Commander Marco Ghedini, Northern Regional Police Commander
9 December	Council Workshop and Council Meeting
11 December	Emergency Management Committee Meeting
12 December	Premier's and Local Government Council Meeting
17 December	Met with Councillor
19 December	Meeting with Head of Revenue, Government
9 January	Meeting re Campbell Town Hall sale
9 January	Meeting with Longford Police Sergeant
10 January	Meeting re Legal matter

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 have been 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	73							529	820	763
337	42	41	34	24	49	32							222	379	391



8.7 ANIMAL CONTROL

Prepared by: Maree Bricknell, Corporate Services Manager

Item	Income/Issues 2023/2024		Income/Issues for December 2024		Income/Issues year to date 2024/2025	
	No.	\$	No.	\$	No.	\$
Dogs Registered	4,100	\$108,319	47	1,503	3,645	94,854
Dogs Impounded	8	\$1,408			6	873
Euthanised	2				3	1,212
Re-claimed	6				2	209
Re-homed/Dogs Home						
New Kennel Applications	7	\$1,170	1	80	86	4,490
Renewed Kennel Licences	82	\$3,844			4	200
Infringement Notices (paid in full)	95	\$20,266	1		16	3,441
Legal Action						
Livestock Impounded	2	\$724			1	50
TOTAL		\$135,731		\$1,503		\$105,329

Audits:

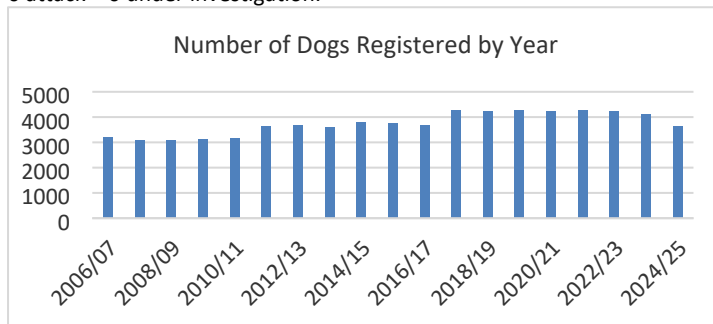
Ongoing including Dangerous Dogs, Kennel Licences, Fire Hazards.

Microchips:

0 dogs microchipped.

Attacks:

0 attack – 0 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	63	3	13	20	9	14	4						
Routine Mobile/Market stall Food Inspections	29	-	14	1	14	0	-						
Preliminary Site Visits – Licensed Premises	14	3	2	1	2	2	4						
On-site wastewater Assessments	18	1	2	3	5	2	5						
Complaints/Enquiries – All Types	30	2	7	3	11	6	1						
Place of Assembly approvals	5	-	1	-	1	2	1						
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	37	4	3	3	13	6	8						
Building & Planning	77	52	36	104	2	4	3	21	38	36						
Community Services	54	44	59	27	1	4	3	5	3	11						
Corporate Services	48	23	26	127	1	2	37	23	30	34						
Governance	15	21	19	16	-	1	-	3	8	2						
Waste	12	11	14	13	2	4	3	-	1	3						
Works	368	352	415	216	29	37	33	32	39	46						

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



Date	Recipient	Purpose	Amount \$
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	7.3.2	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	31/10/2024 Executive & Communications Officer Enquiry has been sent to Department of State Growth.
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.
9/12/2024	7.1.1	Bus Stops and Shelters	Ordinary Meeting of Council	Completed	That the Committee be provided with the latest design plans (for the redevelopment of High Street bus stops and shelters).	Executive & Communications Officer	10/01/2025 Executive & Communications Officer District committee has been provided plans.
21/10/2024	7.1.2	Christmas Lights Banners	Ordinary Meeting of Council	Completed	That Council places the banners in accordance with special events and holidays.	Executive & Communications Officer, Works Manager	31/10/2024 Executive & Communications Officer Committee has been informed
21/10/2024	7.2.1	Community Centre Entrance Safety concerns	Ordinary Meeting	Completed	That Officers assess the risk after work has been completed.	Executive & Communications Officer, Executive Assistant	11/11/2024 Executive & Communications Officer Awaiting assessment report 28/11/2024 Executive Assistant Community Centre advised



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
			of Council			Works Manager	Works Manager awning design not suitable for style of building. Will reassess after door moved, weatherproof/installation of new rubbers and flashing. 23/12/2024 Executive Assistant Door moved, weatherproofed, installed new rubbers and flashings. Community Centre advised happy with works and will advise in future if any concerns or issues.
9/12/2024	13.1	Development Services: Monthly Report	Ordinary Meeting of Council	Completed		Agenda Item Approval	12/12/2024 Executive Assistant No action required.
9/12/2024	15.1	Monthly Report: Financial Statement	Ordinary Meeting of Council	Completed		Agenda Item Approval	12/12/2024 Executive Assistant No action required.
9/12/2024	6.4 1.1	Motion on Notice - Perth Train Park	Annual General Meeting	Completed	Council Officers to prepare a report to be presented to the next Council Meeting on the following Motion on Notice: That Council agrees to finish the work required at Perth Train Park in consultation with the Perth Lions Club to make it more family friendly and to make it celebration of the history of trains and Perth .	Project Officer, Works Manager	10/01/2025 Executive Assistant Report prepared for 20 January Council Meeting.
9/12/2024	6.4 1.2	Motion on Notice - Promote and Preserve History of Perth	Annual General Meeting	Completed	Council Officers to prepare a report to be presented to the next Council Meeting on the following Motion on Notice: The Northern Midlands Council agrees to support projects that preserve and promote the history of the township of Perth.	Project Officer	19/12/2024 Executive Assistant Report prepared for Council Meeting on 20/01/25.
9/12/2024	6.3 1.1	Mr Jason Horton Expenditure	Annual General Meeting	Completed	Action as per resolution.	Executive Assistant	13/12/2024 Executive Assistant Correspondence sent.
9/12/2024	6.3 1.2	Mr Russell McKenzie Expenditure and South Esk River	Annual General Meeting	Completed	Action as per resolution.	Executive Assistant	13/12/2024 Executive Assistant Correspondence sent.
9/12/2024	6.3 1.3	Mrs Maree Smith Playground Facilities	Annual General Meeting	Completed	Action as per resolution.	Executive Assistant	13/12/2024 Executive Assistant Correspondence sent.
21/10/2024	15.3	New Policy: Legal Assistance for Employees	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 To be relisted in 9 December 2024 Council meeting agenda. 03/12/2024 Executive Assistant To be relisted for future Council meeting. 12/12/2024 Executive Assistant Report listed for January 2026 Council meeting.
9/12/2024	16.2	Northern Midlands Weed Management Strategy 2024-2029	Ordinary Meeting of Council	Completed	Council endorsed 1) the Northern Midlands Weed Management Strategic Plan 2024-2029 (October 2024) prepared for Council by RM Consulting Group Pty Ltd.	Works Manager	10/01/2025 Executive Assistant Incorporated in Works Program and future budgets.
9/12/2024	5.3.4	Notice of Motion: Addition to Mobile Food Vendors Policy	Ordinary Meeting of Council	Completed	That Council approve an additional dot point be added to the Northern Midlands Council Mobile	Executive Assistant, Project Building	12/12/2024 Executive Assistant Policy and Policy Manual updated.



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
					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.	Compliance Manager	
9/12/2024	15.2	Policy Review: Accounting; Information Management; Privacy; Fraud and Corruption & Copyright	Ordinary Meeting of Council	Completed	Council endorsed the minor amendments to the following policies a) Accounting; b) Information Management; c) Privacy; d) Fraud and Corruption; and e) Copyright.	Executive Assistant	12/12/2024 Executive Assistant Policy and Policy Manual updated.
21/10/2024	15.2	Policy Review: Councillors Allowances, Travelling and Other Expenses	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 To be relisted in 9 December 2024 Council meeting agenda. 03/12/2024 Executive Assistant To be relisted for future Council meeting. 12/12/2024 Executive Assistant Report listed for January 2026 Council meeting.
9/12/2024	14.1	Policy Review: Live Streaming of Council Meetings	Ordinary Meeting of Council	Completed	Council endorsed the amendments to the Live Streaming of Council Meetings Policy.	Executive Assistant	12/12/2024 Executive Assistant Policy and Policy Manual updated.
9/12/2024	16.3	Policy Review: No Spray Register	Ordinary Meeting of Council	Completed	Council endorsed the No Spray Register Policy.	Executive Assistant	12/12/2024 Executive Assistant Policy and Policy Manual updated.
9/12/2024	13.2	Policy Update: Recreational Vehicles Development and Management of Facilities	Ordinary Meeting of Council	Completed	Council endorsed the updates to the Recreational Vehicles: Development and Management of Facilities Policy, with the addition of a Dump Station at Cressy Recreation Ground.	Executive Assistant	12/12/2024 Executive Assistant Policy and Policy Manual updated.
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



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
							information 10/07/2024 Engineering Officer Awaiting information from the Department of 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 10/01/2025 Engineering Officer Awaiting response from the 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 safety of the



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
							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 10/01/2025 Engineering Officer Awaiting further comment from DSG
9/12/2024	16.1	Main Street, Cressy Footpath and Kerb Works	Ordinary Meeting of Council	In progress	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.	Engineering Officer	10/01/2025 Engineering Officer Council officers are currently finalising design work for the proposed new main
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.



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
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 Government Act to establish a Heritage Committee.	Executive Officer, Executive Officer	12/02/2024 Executive Officer Report to be presented to March 2024 meeting. 07/03/2024 Executive Officer Report delayed due to staffing resources and competing priorities. Report to be presented to a future Council meeting.
29/01/2024	5 3.2	Motion on Notice: Strategic Property Committee	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	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.
9/12/2024	5 3.3	Notice of Motion: Update Council's Webpage for Community Organisations	Ordinary Meeting of Council	In progress	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.	Corporate Services Manager, Executive & Communications Officer	10/01/2025 Executive & Communications Officer Discussion with IT
9/12/2024	5 3.2	Notice of Motion: Wellington Street Longford	Ordinary Meeting of Council	In progress	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	Engineering Officer, General Manager	12/12/2024 Executive Assistant Report being drafted.



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
					as Council budget consideration for the undertaking of concurrent works.		
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 Committee advised 14/05/2024 Executive Assistant Matter under consideration.
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.	Executive Officer	03/12/2024 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 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 Officer Awaiting response from minister 28/11/2024 Engineering Officer Awaiting response from Department of State Growth 10/01/2025 Engineering Officer Awaiting response from the 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: That special grant funding be investigated to extend the sidewalk along High Street from Grant Street to Bridge Street [Campbell Town]... applying funding from The Vulnerable Road User Program (also known as the VRUP).	Engineering Officer, Executive & Communications Officer, Works Manager	31/10/2024 Executive & Communications Committee has been informed. 10/01/2025 Engineering Officer Awaiting the announcement of the next round of vulnerable road user funding
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	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



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
					line with the other section of Illawarra Road from Bishopsbourne Road to the intersection of the Perth interchange.		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 10/01/2025 Engineering Officer Awaiting response from the Department of State Growth
20/03/2023	16.1	Sticky Beaks Cafe Corner Wellington Marlborough Streets): Upgrades and Safety	Cafe Meeting and Council	Ordinary Meeting and 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 Awaiting response from Department of State Growth 11/12/23 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 report and provided comment to DSG, awaiting their response. 28/11/2024 Executive Assistant Awaiting reply from DSG - emailed 28/11. 30/12/2024 Engineering Officer The Safe Systems report on the Stickybeaks Corner intersection has been reviewed by Council. The report included some recommendations for Council and DSG. Council provided comments on these recommendations on October 16. Response has now been received from DSG advising that they have noted Council's



Meeting Date	Item No.	Item	Meeting Type	Status	Action Required	Assignees	Action Taken
							comments on the Stickybeaks Corner Safety Audit and don't have any further comments.
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 focusing 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 31/12/2024	Units Billed	Amount Billed GST Exclusive \$
Meander Valley Council		
Service Provided by NMC to MVC		
Street Sweeping Plant Operator Wages and Oncosts	177	20,800
Street Sweeper - Plant Hire Hours		
Total Services Provided by NMC to Meander Valley Council		\$20,800
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	177	\$20,800
Total Net		
Private Works and Council Funded Works for External Organisations	Hours	Amount \$
Works Department Private Works Carried Out	126.5	12,930
	126.5	\$12,930



8.13 VANDALISM

Prepared by: Jonathan Galbraith, Engineering Officer

Incident	Location	December 2024	Estimated Cost of Damages	
			Total to Date 2024/25	Total 2023/24
Vandalism to shelter at Lewis St Park	Longford	\$ 4500		
Valentines Park toilets, vandalised on several occasions	Campbell Town	\$ 5500		
Vandalism at Train Park	Perth	\$ 500		
Vandalism at Ross toilets	Ross	\$ 500		
TOTAL COST VANDALISM		\$ 11,000	\$ 23,700	\$ 28,300

8.14 YOUTH PROGRAM UPDATE

Prepared by: Natalie Dell, Youth Officer

PCYC Program

Active Northern Midlands Youth- Campbell Town and Cressy

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			
	4/12	30	
	11/12	35+	
	18/12	7	
Cressy			
	5/12	30+	
	12/12	10+	
	19/12	25+	

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 December as follows:

Session Venue	Date of Session	Attendance	Comment
Perth			
	5/12	14	
	12/12	8	
Evandale			
	4/12	25+	

PCYC Program- 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
Perth			
	2/12	9	
	9/12	22	
	16/12	22	
	18/12	13	Term 3 & 4 drummers performed at their end of year assembly.



Free2B Girls Program- Longford and Campbell Town

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

Attendance for the month of December as follows:

Session Venue	Date of Session	Attendance	Comment
Campbell Town			
Longford			
	10/12	17	
	17/12	21	

Youth Gym Exercise Class- Longford

Motivity 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			
	4/12	8	
	11/12	5	
	18/12	12	

Meetings/Programs

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

School End of Year Assemblies:

Youth Officer attended many School Assemblies in December in support and celebration of our Young People. Noting the Taiko Drumming performance from those partaking in the program throughout the year- showcasing the skills of the Northern Midlands Youth.

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.

Campbell Town U12 Netball Workshop:

Providing support with Reclink to offer a free 6 week Netball program for U12's. Focusing on an inclusive and social environment with opportunities to participate in health and wellbeing activities. Running October- December.



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. Program is very popular amongst students and has received commendable feedback.

Leadership SLC Workshop:

Youth Officer has been working with Evandale Student Leaders running workshops focusing on leadership development focusing on teamwork and communication. Student Leaders have been offering inclusive lunchtime activities for their peers, these sessions have been well received by all.

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 6 JANUARY 2025

INTEGRATED PRIORITY PROJECTS PLAN:

Progress Report:

		On Hold	On Track				
		Not Started (obstacles)					
Project		Status		\$	Scheduled		
1 Progress: Economic health and wealth - grow and prosper							
Foundation Projects							
4.1	Main Street Upgrades: Campbell Town, Longford & Perth	Gov		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		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. Progress report being prepared.
		C&D		Perth 2022 Election Commitment secured through the PCIP DA approved.	Contribution from \$8m Federal Govt Election Commitment 2022.		In progress.
4.1	Longford Memorial Hall Upgrade	Gov		Federal Govt Election Commitment 2019; Local Roads and Community Infrastructure allocation.	Main Building & BBQ shelter completed.		Complete.
4.4	TRANSLink Intermodal Facility	Gov		Included in NMC Priority Projects document. Business Case and application submitted 20 November 2023 to secure the 2022 Election Commitment. Funding secure and funding agreement being finalised.. Approved by NTDC as a Northern Tas Priority Project.	Federal Election commitment of \$5m for planning stage. Further \$30m commitment subject to planning stage.	5,000,000	Funding agreement signed. Contract signed with preferred external service provider – NTDC. Inception meeting being scheduled.



Project		Status		\$	Scheduled
Enabling Projects					
5.1	<i>Perth Sports Precinct & Community Centre</i>	Gov	Concept master plan developed October 2020. Included in NMC Priority Projects document.	Valuation received.	Nominated as a Project of Regional Priority.
5.1	<i>Ben Lomond Public Shelter Development</i>	Gov	Feasibility Study: Investment in Ben Lomond Ski Field Northern Tasmania Included in NMC Priority Projects document. Govt has completed new public shelter. Government has committed to development of a master plan.	Staff resources only to support grant funding applications.	Not scheduled at this stage.
5.3	<i>Campbell Town – Town Hall Sale or Lease</i>	Gov	Agent appointed – all offers to be presented to Council.		Report to November 2024 Council Meeting
5.3	<i>Longford Library & exhibition Building on the Village Green</i>	Gov	Longford Motor Sport Museum Included in NMC Priority Projects document.	No budget allocation staff resources only.	
5.3	<i>Power Undergrounding in Evandale, Longford & Perth</i>	Works	Awaiting funding streams to come available. Included in NMC Priority Projects document.	No budget allocation staff resources only.	Not scheduled at this stage. Evandale submitted for State Govt 2025/26 Budget consideration.
5.4	<i>Subdivisions (several – Cressy, Evandale, Longford & Perth)</i>	C&D	Council to identify opportunities to provide infrastructure and secure funding. Included in NMC Priority Projects document.	Drainage easement secured at Evandale. Detention basin secured at TRANSlink.	Detention works not scheduled at this stage.
2 People: Cultural and society – a vibrant future that respects the past					
Enabling Projects					
5.1	<i>Recreation Ground Upgrades)</i>	Gov	Campbell Town, Evandale and Cressy NMC Priority Projects document. Funding to be sought for oval upgrades.		Not scheduled at this stage.
		Gov	Cressy Recreation Ground Cricket Australia & State Govt funding secured towards the upgrade of the practice facility, car park and dump point.		Sealing of car park for future budget.
			Perth Recreation Ground Amenities, topdressing, cricket net upgrade.		Completed.
			Longford Recreation Ground Irrigation system install and preparation for 2 nd ground.		Completed.
5.1	<i>Swimming Pool Upgrades (several)</i>	Gov	Covering of Campbell Town & Cressy Swimming Pools Included in NMC Priority Projects document. 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.	- 50,000 Not scheduled at this stage. In progress. Completed prior to season opening.
5.2	<i>Shared Pathways</i>	Gov	Applications submitted to Growing Regions Program and Better Active Transport Tas program. Included in NMC Priority Projects	Funding secured through the Better Active Transport Tas grant program: Funding application being prepared to Active Transport	Hobart Road shared pathway design 90% complete.



Project		Status		\$	Scheduled
			document. Hobart Road shared pathway submitted to NTDC as a Northern Tas Priority Project.	Fund. Illawarra Road shared pathway submitted for State Govt 2025/26 Budget consideration.	
4 Place: Nurture our heritage environment					
Foundation Projects					
4.2	Perth South Esk River Parklands	Gov	Building Better Regions Fund grant secured towards the extension of the walkway, installation of footbridge and BBQ. Included in NMC Priority Projects document.		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 completed.
- 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. Submitted for State Govt Budget 2025/26 consideration.
- Longford Caravan Park Amenities – substantially complete.
- Seccombe Street Reserve Raised Pavement Platform – Vulnerable Road User grant of \$50,000 secured – work nearing completion (light to be installed)
- 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:
 - Liaise with event organisers re planning and information required, assist those seeking funding and in-kind support. Provide assistance to event organisers to fulfil Council compliance requirements.
 - Update and distribute “What’s On” events list.
 - Update NMC website calendar.
 - Share electronic flyers for upcoming events to the statewide Yellow i Visitor Information network, and the five visitor centres in the Northern Midlands for display on their boards and counters, and to the HHTRA Management Group to share with relevant local communities, businesses, notice boards etc.
 - Events held in the Northern Midlands during November and December included:
 - Early Spring Flower Show, Evandale
 - Longford Blooms, Longford
 - Timeless Beauties & Tunes, Longford
 - Tas Motorcycle Day, Ross
 - TMCC ride day, Symmons Plains,
 - Harmony on High Street grand opening, Campbell Town
 - Verandah Music Festival, Evandale
 - Festival of Roses, Longford,
 - Cycling Carnival, Longford
 - TSO, Longford
 - Supernats, Symmons Plains
 - Shannons Classic Cars, Campbell Town
 - Various carols and community Christmas gatherings
- Northern Midlands Visitor Centres Group:
 - Disseminate updates and information from TVIN, emergency alert agencies, DSG roadworks updates, etc.
- Industry, Interpretation, Other Projects:
 - Work with locals to progress interpretation signage on the Perth 15-pound canon.
 - Progress itinerary for Governor’s February visit.
 - Progress Longford Legends next inductions.
 - Progress Australia Day event planning.

HHTRA update:

- The HHTRA resolved to directly assist local event organisers in promoting their events in the region by increasing the event’s marketing reach and exposure via the HHTRA facebook page: [Tasmania’s Midlands – Discover the Heritage Highway](#). The first 12 months trial will assist ten community events to the value of \$100 each and up to 5 private events to the value of \$100 with private event organisers matching the contribution to the campaign. Event organisers will be asked to complete a survey to assist the HHTRA to gauge the effectiveness of the campaign trials, the survey is currently being developed. Since July 2024 the HHTRA has directly assisted seven local community events and one private event:
 - Community Events:
 - Heritage & Bullock Festival, August. Oatlands.
 - Motorama, October. Symmons Plains.
 - Longford Blooms, November. Longford.



- Verandah Music Festival, November. Evandale
- Longford Blooms, November. Longford.
- TSO at Woolmers, November. Longford.
- o Private Events:
 - Harmony on High Street Grand Opening, November. Campbell Town.

The budget for each campaign for the trial year whilst small, is so far seeing good results, has raised awareness and will have driven some attendances. One measurable example of campaign effectiveness is that the campaigns pushed a blog article about the November events to the most viewed in a week on the DST website that hosts the HHTRA site.

- The Heritage Highway Operators private facebook group was created for tourism operators and event organisers in the Heritage Highway region as a space for discussions, to ask questions, share ideas, happenings, seeking assistance, advice, resources etc. At of December the group has grown to 78 members.
 - 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.
 - Carry out administrative tasks/correspondence etc. as required.
 - The HHTRA are developing a proposal for a heritage walking trail through the Tasmanian Midlands which will eventually link Hobart and Launceston. The working group consists of members of the HH Management Group, representatives of Visit Northern Tasmania, Destination Southern Tasmania, Brand Tasmania, the State Government, a landscape architect, and other interested members of the Heritage Highway region. The group is in the early stages of a long-term project. The aims of a walking trail through the midlands to provide a unique contribution to tourism in Tasmania, an opportunity for locals and visitors to discover Tasmania's history and heritage, a positive economic driver for the region and an active recreational activity through a form of travel which is environmentally, socially and economically sustainable. The objectives of the walking trail are to:
 - o Provide a slow travel contribution to the Tasmanian tourism market, enhancing local businesses and contributing to the local economy.
 - o Increase dispersal of visitors and encourage overnight stays in the Midlands region.
 - o Increase awareness, understanding and appreciation of the cultural history and heritage of the midlands, from indigenous to current.
 - o Increase awareness, understanding and appreciation of the natural environment of the Midlands
 - o Provide an active recreational opportunity for a diversity of abilities.
 - o Provide educational and recreational opportunities for school students.
 - o Minimise cost by utilising existing infrastructure as much as possible.
 - o Contribute to the conservation of Tasmania's heritage through increasing knowledge and appreciation, and also through utilisation of vacant and underutilised buildings and other infrastructure.
 - o Revitalise regional communities, socially and economically.
-



8.17 TOURISM TASMANIA 2025 OFF SEASON CAMPAIGN

Prepared by: Lorraine Green, Project Officer

The Off-Season Campaign aims to encourage Tasmanians to get out and about during the winter months, and to entice interstate visitors to travel to Tasmania in winter. Tourism Tasmania encourages tourism operators and events managers to deliver a special winter experience that is different from their regular offering.

Tourism Tasmania promotes the Off Season program widely – online and hard copy, and achieves a broad reach both intra- and inter- state.

In 2024 Council participated in the campaign by providing four performances of Voices from the Graves in the grounds of Christ Church Longford. These were well attended and a number of people stayed overnight and/or dined in Longford after the performances.

In 2025 Council Officers are planning to again provide Voices from the Graves performances, one per month from May 1 to August 31. It is proposed to enhance the experience by having a local historian speak on the settlement of the Longford area, the traditional home of the Panninher Aboriginal people, by the displaced Norfolk Islanders in 1813. The Voices performances will follow in the graveyard.

ATTACHMENTS

Nil



9 PUBLIC QUESTIONS AND STATEMENTS

PUBLIC QUESTIONS AND STATEMENTS

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

Public question time is to commence at approximately 5:30pm and is to be conducted in accordance with the following guidelines:

- At each Council Meeting up to 20 minutes, or such longer period as Council may determine by resolution at that meeting, is to be provided for persons at the meeting to ask questions.
- A person seeking to ask a question must firstly identify himself or herself by stating their name and the town they reside in.
- If more than one person wishes to ask a question, the Mayor is to determine the order in which those questions are asked.
- Questions must be directed to the Mayor who shall answer or direct the question to the appropriate Councillor or Council Officer. A question will be answered if the information is known otherwise taken on notice and responded to in writing within 10 working days.
- Questions should preferably be in writing and provided to the General Manager 7 days prior to the Council Meeting.
- A person is entitled to ask no more than 2 questions on any specific subject. If a person has up to two questions on several subjects, the Mayor may defer those questions until other questions have been asked and refer back to that person only if time permits.
- Each submission speaker is limited to a maximum of 3 minutes.

PUBLIC QUESTIONS



10 COUNCIL ACTING AS A PLANNING AUTHORITY

RECOMMENDATION

That the Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* for Agenda Items 11.1 to 11.3.

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: PLN-24-0181: Subdivision, 1095 Bishopsbourne Road, Bishopsbourne

PLAN 11.2: PLN-24-0192: Multiple Dwellings, 5 Horne Street, Longford

PLAN 11.3: PLN24-0196: 49 Lee Street, Rossarden; Relocate Shed, New Shed, Extension to Existing Shed



11 PLANNING REPORTS

11.1 PLN-24-0181: SUBDIVISION, 1095 BISHOPSBOURNE ROAD, BISHOPSBOURNE

File: 101000.333; PLN-24-0181
Responsible Officer: Des Jennings, General Manager
Report prepared by: Paul Godier, Senior Planner

RECOMMENDATION

That application PLN24-0181 to develop and use the land at 1095 Bishopsbourne Road, Bishopsbourne for 5 Lot Subdivision – Staged (Bushfire-Prone Area) be approved subject to the following conditions:

1 Layout not altered

The use and development must be in accordance with the endorsed documents:

- P1 Plan of Subdivision, PDA Surveyors, Engineers & Planners, Job No: 53307, Drawing No: P02, Dated: 01/10/2024.
- D1 Planning Report, PDA Surveyors, Engineers & Planners, Job No: 53307, Dated: 23/09/2024.
- D2 Bushfire Hazard Management Report: Subdivision, Scott Livingston, Version: 2, Dated: 10th October 2024.

2 Council's Works Department conditions

2.1 Stormwater

a) Water from all hardstand areas must be contained within the property and concentrated stormwater must not be discharged into neighbouring properties.

2.2 Access (Rural)

- a) A hotmix sealed driveway must be constructed from the edge of the road to the property boundary of Lots 3 and 4 in accordance with Council standard drawing TSD R03.
- b) A gravel driveway constructed from suitable road building gravel must be constructed from the edge of the road to the boundary of Lots 1, 2 and 5.
- c) Access works must not commence until an application for vehicular crossing has been approved by Council.

2.3 Works in Council road reserve

- a) Works must not be undertaken within the public road reserve, including crossovers, driveways, or kerb and guttering, without prior approval for the works by the Works Manager.
- b) Twenty-four (24) hours' notice must be given to the Works & Infrastructure Department to inspect works within road reserve, and before placement of concrete or seal. Failure to do so may result in rejection of the vehicular access or other works and its reconstruction.

2.4 Nature strips

Any new nature strips, or areas of nature strip that are disturbed during construction, must be topped with 100mm of good quality topsoil and sown with grass. Grass must be established and free of weeds prior to Council accepting the development.

3 Payment in lieu of Public Open Space – Village zoned land

Prior to the sealing of the Final Plan of Subdivision, the developer must pay to the Council a public open space contribution in accordance with s.117 of the *Local Government (Building and Miscellaneous Provisions) Act 1993* and Council's *Public Open Space Contribution Policy* (Minute No. 24/064) and as determined by section 4.5 of that policy.

4 Bushfire Hazard Report Requirements

The works required by the endorsed Bushfire Hazard Report are to be completed to the satisfaction of the Tasmanian Fire Service or a practitioner accredited by the Tasmanian Fire Service. Documentation of compliance is to be submitted to the satisfaction of Council.

5 Sealing of Final Plans

All conditions must be complied with prior to sealing of the final plan of survey. Council may, at the developer's request, accept a bond or bank guarantee, for particular works or maintenance, to enable early seal and release of the final plan of survey.

1 INTRODUCTION

This report assesses an application for 5 Lot Subdivision – Staged (Bushfire-Prone Area) against the relevant provisions of the *Tasmanian Planning Scheme – Northern Midlands* (SPP version 8 effective 23rd October 2024 and LPS version: 13 effective from 19th October 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.

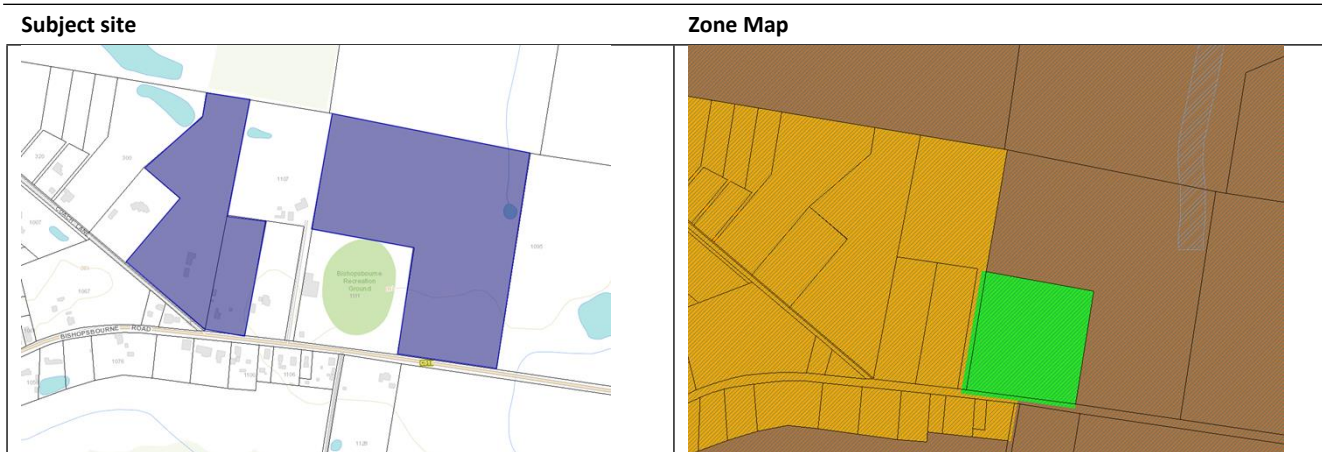
Any representations received pursuant to and in conformity with section 57(5) of the Act.

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:	Residential/Resource Development
Use classification:	Not applicable, Table 6.2.6 subdivision does not need to be categorised into one of the Use Classes
Zone:	12.0 Village/21.0 Agriculture
Particular Purpose Zone/Specific Area Plan:	Not applicable
Applicable codes:	C2.0 Parking and Sustainable Transport Code C7.0 Natural Assets Code C13.0 Bushfire-Prone Areas Code C16.0 Safeguarding of Airports Code
Application must be determined by:	24 January 2025
Recommendation:	Approval subject to conditions.

4 SUBJECT SITE AND LOCALITY



Aerial image of the site and surrounding area



Photographs of subject site



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	-
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	-	
C2.0 Parking and Sustainable Transport Code	Y	-
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	Y	C7.7.1(e) is met with no works within the area except boundary fencing.
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	Y	-
C14.0 Potentially Contaminated Land Code	-	
C15.0 Landslip Hazard Code	-	
C16.0 Safeguarding of Airports Code	Y	C16.4.1(a)

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	-
NOR-S7.0 Perth Specific Area Plan	-
NOR-S8.0 Ross Specific Area Plan	-

The relevant Scheme definitions are:

Not Applicable	No use class is required to be assigned. This is in accordance with 6.2.6 development which is for subdivision, a sign, land filling, retaining walls or coastal protection works does not need to be categorised into one of the Use Classes.
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Table 3.1 Planning Terms and Definitions

subdivide	means to divide the surface of a lot by creating estates or interests giving separate rights of occupation otherwise than by: <ul style="list-style-type: none"> a) a lease of a building or of the land belonging to and contiguous to a building between the occupiers of that building; b) a lease of airspace around or above a building; c) a lease of a term not exceeding 10 years or for a term not capable of exceeding 10 years;
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	d) the creation of a lot on a strata scheme or a staged development scheme under the Strata Titles Act 1998; or e) an order adhering existing parcels of land.
subdivision	means the act of subdividing or the lot subject to an act of subdividing.

The proposed development (subdivision) does not need to be categorised 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 VILLAGE ZONE PROVISIONS

Zone Purpose

Assessment against the zone purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed development (subdivision) does not need to be categorised into a use class.

12.5 Development Standards for Subdivision		
Clause	Description	Assessment
12.5.1	Lot Design	A1 Proposal complies with (a). Each lot is larger than 600m ² . The lots meet the setback required by 12.4.3 and is not subject to any easements. The existing dwelling on Lot 2 is setback from lot boundaries consistent with clause 12.4.3 A1 and A2.
		A2 Proposal complies. Each lot is to have a frontage greater than 10m.
		A3 Complies. Each lot will be provided with access from a road in accordance with the requirement of the road authority.
12.5.2	Roads	A1 Complies. No new road proposed.
12.5.3	Services	A1 Not applicable. There is no reticulated water in the vicinity of the development.
		A2 Relies on performance criteria.
		A3 Relies on performance criteria.

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

DISCRETIONS	
12.5.3 Services	
P2	Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site wastewater treatment system adequate for the future use and development of the land.
Assessing Officers Comments	Each lot has an adequate area to contain an on-site wastewater system, and the lot size is consistent with the surrounding lots, all of which utilise on-site septic systems. Performance criteria met.
P3	Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site stormwater management system adequate for the future use and development of the land, having regard to: <ul style="list-style-type: none"> a) the size of the lot; b) topography of the site; c) soil conditions;



DISCRETIONS	
	<ul style="list-style-type: none"> d) any existing buildings on the site; e) any area of the site covered by impervious surfaces; and f) any watercourse on the land.
Assessing Officers Comments	Each lot has an adequate area to accommodate on-site stormwater. All proposed lots are consistent with the surrounding area. Performance criteria met.

ASSESSMENT OF THE AGRICULTURE ZONE PROVISIONS

Zone Purpose

Assessment against the zone purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed development (subdivision) does not need to be categorised into a use class.

21.5 Development Standards for Subdivision		
Clause	Description	Assessment
21.5.1	Lot Design	A1 Relies on performance criteria.
		A2 Complies. Each lot will have access to the road in accordance with requirements of the road authority.

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

DISCRETIONS	
21.5.1	Lot Design
P1	<p>Each lot, or a lot proposed in a plan of subdivision, must:</p> <ul style="list-style-type: none"> a) provide for the operation of an agricultural use, having regard to: <ul style="list-style-type: none"> (i) not materially diminishing the agricultural productivity of the land; (ii) the capacity of the new lots for productive agricultural use; (iii) any topographical constraints to agricultural use; and (iv) current irrigation practices and the potential for irrigation; b) be for the reorganisation of lot boundaries that satisfies all of the following: <ul style="list-style-type: none"> (i) provides for the operation of an agricultural use, having regard to: <ul style="list-style-type: none"> a. not materially diminishing the agricultural productivity of the land; b. the capacity of the new lots for productive agricultural use; c. any topographical constraints to agricultural use; and d. current irrigation practices and the potential for irrigation; (ii) all new lots must be not less than 1ha in area; (iii) existing buildings are consistent with the setback required by clause 21.4.2 A1 and A2; (iv) all new lots must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use; and (v) it does not create any additional lots; or c) be for the excision of a use or development existing at the effective date that satisfies all of the following: <ul style="list-style-type: none"> (i) the balance lot provides for the operation of an agricultural use, having regard to: <ul style="list-style-type: none"> a. not materially diminishing the agricultural productivity of the land; b. the capacity of the balance lot for productive agricultural use; c. any topographical constraints to agricultural use; and d. current irrigation practices and the potential for irrigation; (ii) an agreement under section 71 of the Act is entered into and registered on the title preventing future Residential use if there is no dwelling on the balance lot; (iii) any existing buildings for a sensitive use must meet the setbacks required by clause 21.4.2 A2 or P2 in relation to setbacks to new boundaries; and



DISCRETIONS

	(iv) all new lots must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use.
Assessing Officers Comments	Proposal meets P1(a). There is no proposed change to the agricultural use or potential of the land (Lot 4). The subject site is already separated. All current operation will not be impacted by the proposed subdivision.

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

Not applicable.

5.3 STATE PLANNING PROVISIONS – CODE PROVISIONS

C2.0 PARKING AND SUSTAINABLE TRANSPORT CODE

Code Purpose

Assessment against the code purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed development (subdivision) does not need to be categorised into a use class.

C2.5 Use Standards		
Clause	Description	Assessment
C2.5.1	Car Parking Numbers (Refer to table C2.1)	A1 Existing dwelling on Lot 2 retains existing parking within the lot boundaries. Each lot is of sufficient size that any future use can accommodate onsite car parking.
C2.5.2	Bicycle parking numbers (Refer to table C2.1)	A1 Not applicable.
C2.	Motorcycle parking numbers (Refer to table C2.4)	A1 Not applicable.
C2.5.4	Loading Bays	A1 Not applicable.
C2.5.5	Number of car parking spaces within the GenRes Zone	A1 Not applicable.
C2.6 Development Standards for Buildings and Works		
Clause	Description	Assessment
C2.6.1	Construction of parking areas	A1 Not applicable.
C2.6.2	Design and layout of parking areas	A1.1 Not applicable.
		A1.2 Not applicable.
C2.6.3	Number of accesses for vehicles	A1 Complies, each lot has no more than one vehicle access point per road frontage.
		A2 Not applicable.
C2.6.4	Lighting of parking areas within the General Business and Central Business zone	A1 Not applicable.
C2.6.5	Pedestrian Access	A1.1 Not applicable.
		A1.2 Not applicable.
C2.6.6	Loading Bays	A1 Not applicable.
		A2 Not applicable.



C2.6.7	Bicycle parking and storage facilities within the General Business and Central Business zone	A1 Not applicable.
		A2 Not applicable.
C2.6.8	Siting of parking and turning areas	A1 Not applicable.
		A2 Not applicable.
C2.7 Parking Precinct Plan		
Clause	Description	Assessment
C2.7.1	Parking precinct plan	A1 Not applicable.

C13.0 BUSHFIRE-PRONE AREAS CODE

Code Purpose

Assessment against the code purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed development (subdivision) does not need to be categorised into a use class.

C13.5 Use Standards		
Clause	Description	Assessment
C13.5.1	Vulnerable Uses	A1 Not applicable.
		A2 Not applicable.
		A3 Not applicable.
C13.5.2	Hazardous Uses	A1 Not applicable.
		A2 Not applicable.
		A3 Not applicable.
C13.6 Development Standards for Subdivision		
Clause	Description	Assessment
C13.6.1	Provision of hazard management areas	A1 Complies. Bushfire Hazard Management Report: Subdivision prepared by Scott Livingston BFP-105 demonstrates compliance.
C13.6.2	Public and fire fighting access	A1 Complies. Bushfire Hazard Management Report: Subdivision prepared by Scott Livingston BFP-105 demonstrates compliance.
C13.6.3	Provision of water supply for fire fighting purposes	A1 Not applicable.
		A2 Complies. Bushfire Hazard Management Report: Subdivision prepared by Scott Livingston BFP-105 demonstrates compliance.

5.4 REFERRALS

Council's Infrastructure & Works Department – NMC

Councill officers, Jonathan Galbraith & Cameron Oakley provided conditions on 6 November 2024 which are included in the conditions of approval. Council's Engineering Supervisor advised that 4,200m² is more than sufficient for on-site stormwater disposal.

TasWater

TasWater advised on 18 November 2024 that pursuant to the Water and Sewerage Industry Act 2008 (TAS) Section 56P(1) TasWater has assessed the application and has determined that the proposed development does not require a submission from TasWater.

TasNetworks

TasNetworks reported that on 12 November 2024 and advised that based on the information provided, the development is not likely to adversely affect TasNetworks' operations.



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 three representations were received. Representations in full have been separately provided to the Planning Authority.

Issue 1 – Increased population density

Planner's Comment

A large portion of the township of Bishopsbourne is zoned Village. The Village zone allows for subdivision with lot sizes with a minimum area of 600m². Further development within Bishopsbourne is likely. Lots 2 and 3 have existing dwellings within the proposed subdivision. The only vacant new lots proposed are Lots 1 and 5. Two titles exist with one of those titles split physically and within two zones. The proposal will provide for 3 additional titles only. The Village zone purpose and subdivision provisions provides for the ability to increase density and further development.

Issue 2 – Precedent for further developments and changes to character of Bishopsbourne

Planner's Comment

Bishopsbourne existing titles vary in size in the Village zone ranging in size from 1012m² to 4.479ha. The proposed minimum lot size proposed is 4859m² (Lot 5) with all lots within the range of lot sizes existing within the Village zone within Bishopsbourne and exceeding the minimum lot size of 600m² within the subdivision provisions of the zone. The proposed lots are in keeping with the character of the township of Bishopsbourne. It is noted that the smallest lot proposed (Lot 5) exceeds the size of the land owned by the representors concerned with the character, all lots proposed in the Village zone are within the range of the existing lot sizes in the township and therefore in keeping with the character of the township.

Issue 3 – Keep proposed Lot 4 in Agriculture Zone and do not rezone to Village

Planner's Comment

Lot 4 will remain zoned Agricultural. The subdivision is to provide 5 lots from existing 2 titles, where CT142592/1 is a title physically split as well as within two zones. Proposed Lot 4 will encompass all the land zoned Agricultural. No changes to the zoning is proposed.

Issue 4 – Lack of infrastructure to support new potential dwellings in subdivision i.e., water, sewerage, stormwater, footpaths

Planner's Comment

It is noted that Bishopsbourne township is not provided with reticulated water, sewerage and stormwater. The proposed lot sizes are adequate to accommodate on site services for existing development and any future development on the vacant lots. Further development of any of the lots will be considered at the building and plumbing application stages for onsite services. No footpaths exist within Bishopsbourne, and it would not be characteristic of the area to require this development to provide for such infrastructure as there is a lack of connectivity available.

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

Strategic Plan - Statutory Planning

The proposal is consistent with this policy.

Council Policy – Public Open Space Contribution

ASSESSMENT OF PUBLIC OPEN SPACE CONTRIBUTION POLICY

The application involves subdivision 5.88ha in the Village Zone and 10.7ha in the Agricultural Zone (total land area) to create 5 Lots (from 2). Per Division 8 of the *Local Government (Building and Miscellaneous Provisions) Act 1993*, 5% of the total land may be required for public open space or payment may be accepted instead of the provision of land.

The application has been reviewed against Council's Public Open Space Contribution Policy (Minute No. 24/064) in determining the suitability of land for Public Open Space. **Note: the Policy does not apply to the Agricultural Zone.** The criteria below has been considered to ensure any land received is suitable for the intended purpose. While it may not be possible for all Public Open Space to meet each criterion; not meeting a certain criterion may provide justification as to the unsuitability and refusal of certain land being accepted as public open space.

CRITERIA FOR LAND CONTRIBUTIONS

- | | |
|--|--|
| 1. Accessibility | 8. Financially viable to upkeep/Maintenance & management |
| 2. Amenity | 9. Frontage/Location/Linkages & Visibility |
| 3. Connectivity | 10. Services/Easements |
| 4. Multifunctional – biodiversity/ecological/recreational | 11. Size |
| 5. Character/site values | 12. Shape |
| 6. Strategically identified | 13. Community benefit |
| 7. Clear of hazards/good condition | |

Per the policy, land will not be accepted as open space that Council cannot manage in the future and/or does not provide any benefit to the community. Land used for the following purposes will not be accepted by Council for public open space as part of the 5% allocation:

- Stormwater drainage swales and natural water courses that would otherwise form part of the drainage within the subdivision,
- Land containing above or below ground infrastructure that would limit the use of the land or landscaping treatments, and
- Pedestrian footways or other kinds of ways dedicated under section 95 of the *Local Government (Building & Miscellaneous Provisions) Act 1993*.

The application proposes no land be provided to Council, so a cash in lieu contribution will be sought through the conditions of this permit. The taking of 5% of land (5.88ha – Village zone proportion) for the creation of public open space in this setting is not considered appropriate as and the land would not be suitable for POS having regard to the criteria above (specifically 1, 3, 6, 8, 9, 13).



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 as far 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 LOCAL GOVERNMENT (BUILDING AND MISCELLANEOUS PROVISIONS) ACT 1993 ASSESSMENT OF PROPOSAL

Section 83	Approval of plan of subdivision	Yes	No
83 (1)(a)	Does the council require the owner to sell to it for a nominal consideration any land shown on the plan as set apart for a public open space or for drainage purposes?		X
83(1)(b)	Does the council require the owner to mark on the plan in respect of any proposed way, the words "to be acquired by the highway authority"?		X
83(5)(a)(ii)	Does the council require the final plan of subdivision to note, in respect of a block, that the council cannot or will not provide means of drainage for all or some specified kind of effluent from the block?		X
83(5)(a)(iii)	Does the council require the final plan of subdivision to note, in respect of a block, that the council cannot or will not permit a septic tank?		X
83(5)(b)(i)	Does the council require the final plan of subdivision to note, in respect of a block, that the council may permit a septic tank?		X
83(5)(b)(ii)	Does the council require the final plan of subdivision to note, in respect of a block, that the council may permit a specific form of on-site sewerage treatment?		X
83(7)	Does the council require the final plan of subdivision to note, in respect of a block, that the council has been advised by a regulated entity, within the meaning of the <i>Water and Sewerage Industry Act 2008</i> , that the entity cannot or will not –		
83(7)(a)	provide a supply of water to the block?		X
83(7) (b)	provide means of sewerage for all or some specified kind of effluent from the block?		X
Section 84	Council not to approve subdivision	Yes	No
84(1)(c)	Does the subdivision include any road or other works whereby drainage will be concentrated and discharged into any drain or culvert on or under any State highway, and the Minister administering the <i>Roads and Jetties Act 1935</i> has first not approved so much of		X



	the application as affects the drainage?		
	If 'yes', refuse the subdivision.		
Section 85	Refusal of application for subdivision	Yes	No
	Council may refuse the application for subdivision if it is of the opinion:		
85(a)	that the roads will not suit the public convenience, or will not give satisfactory inter-communication to the inhabitants both of the subdivision and the municipal area in which it is;		X
85(b)	that the drainage both of roads and of other land will not be satisfactorily carried off and disposed of;		X
85(ba)	that the land is not suitable for an on-site effluent disposal system for all or specified kinds of effluent from each block;		X
85(c)	that the site or layout will make unduly expensive the arrangements for supply of water and electricity, connection to drains and sewers and the construction or maintenance of streets;		X
85(d)	that the layout should be altered to include or omit –		
85(d)(i)	blind roads;		X
85(d)(ii)	alleys or rights of way to give access to the rear of lots;		X
85(d)(iii)	public open space;		X
85(d)(iv)	littoral or riparian reserves of up to 30 metres in from the shore of the sea or the bank of a river, rivulet or lake;		X
85(d)(v)	private roads, ways or open spaces;		X
85(d)(vi)	where the ground on one side is higher than on the other, wider roads in order to give reasonable access to both sides;		X
85(d)(vii)	licences to embank highways under the <i>Highways Act 1951</i> ;		X
85(d)(viii)	provision for widening or deviating ways on or adjoining land comprised in the subdivision;		X
85(d)(ix)	provision for the preservation of trees and shrubs;		X
85(e)	that adjacent land of the owner, including land in which the owner has any estate or interest, ought to be included in the subdivision;		X
85(f)	that one or more of the lots is by reason of its shape in relation to its size or its contours unsuitable for building on;		X
85(g)	that one or more of the lots ought not to be sold because of –		
85(g)(i)	easements to which it is subject;		
85(g)(ii)	party-wall easements;		
85(g)(iii)	the state of a party-wall on its boundary.		
Section 86	Security for payment	Yes	No
	Does council require security for payments and the execution of works for -		
86(2)(c)	if the land is not located within 30 metres of the existing public storm water system as shown on the map made available under section 12 of the <i>Urban Drainage Act 2013</i> , payment for a public storm water system by, from, or from within, the land as determined by the council so that all lots may have connecting drains and the concentrated natural water may be lawfully disposed of and for the laying of storm water connections from a place on the boundary of each lot to the public storm water system in accordance with the by-laws of the council and to the satisfaction of its engineer;		X



86(2)(d)	the works required for the discharge of the owner's obligations under <u>section 10 of the Local Government (Highways) Act 1982</u> in respect of the highways opened or to be opened on the subdivision;		X
86(2)(e)	the making and draining of footways that are not part of a road and of private roads and similar footways serving 3 lots or more;		X
86(2)(f)	the filling in of ponds and gullies;		X
86(2)(g)	the piping of watercourses.		X
	If 'yes':		
	council may refuse to approve the application until such security is given.		
	See section 86 (3) for the form of the security.		
	See section 86 (4) for when the works are to be executed.		
Section 107	Access orders	Yes	No
107 (2)	Is work of a substantial nature needed to provide access for vehicles from a highway onto the block?		X
	If 'yes', council may refuse to seal the final plan under which the block is created until the owner has carried out the work specified in the order within the specified period or given the council security for carrying out that work if called upon by it to do so.		
Section 108	Road widening	Yes	No
108 (1) (a)	Does council, in respect of an existing highway, require to obtain a dedication of land for widening or diverting? (compensation is not payable for the dedication of land which lies within 9 metres of the middle line of the highway of a parcel into which the land is subdivided and on which no building stands)		X
108 (1) (b)	Does council, in respect of an existing highway, require to obtain a licence to embank?		X
Division 8	Public Open Space	Yes	No
Section 116	Does council require and accept the land proposed for public open space?		X
Section 117	Does council require and accept payment instead of increasing public open space?	X	

9 ATTACHMENTS

1. PL N-24-0181 public exhibition documents [11.1.1 - 47 pages]
2. Response Referral WI PL N 24-0181 1095 Bishopsbourne Rd Bishopsbourne [11.1.2 - 1 page]
3. Response Tas Networks Referral PL N 24-0181 [11.1.3 - 2 pages]
4. Response Tas Water Referral PL N 24-0181 [11.1.4 - 2 pages]



11.2 PLN-24-0192: MULTIPLE DWELLINGS, 5 HORNE STREET, LONGFORD

File: 107100.15; PLN-24-0192
Responsible Officer: Des Jennings, General Manager
Report prepared by: Rebecca Green, Consultant Planner

RECOMMENDATION

That application PLN-24-0192 to develop and use the land at 5 Horne Street, Longford for Multiple Dwellings x 5 be approved subject to the following conditions:

1 Layout not altered

The use and development must be in accordance with the endorsed documents:

- P1 Cover Page, Design to Live, Job No: HRNS05, Drawing No: 1/11, Rev: R2, Dated: 25/11/2024;
- P2 Site Demolition Plan, Design to Live, Job No: HRNS05, Drawing No: 2/11, Rev: R2, Dated: 25/11/2024;
- P3 Site Plan, Design to Live, Job No: HRNS05, Drawing No: 3/11, Rev: R2, Dated: 25/11/2024;
- P4 Landscape Plan, Design to Live, Job No: HRNS05, Drawing No: 4/11, Rev: R2, Dated: 25/11/2024;
- P5 Parking and Turning, Design to Live, Job No: HRNS05, Drawing No: 5/11, Rev: R2, Dated: 25/11/2024;
- P6 Strata Plan, Design to Live, Job No: HRNS05, Drawing No: 6/11, Rev: R2, Dated: 25/11/2024;
- P7 External Services, Design to Live, Job No: HRNS05, Drawing No: 7/11, Rev: R2, Dated: 25/11/2024;
- P8 Floor Plans, Design to Live, Job No: HRNS05, Drawing No: 8/11, Rev: R2, Dated: 25/11/2024;
- P9 Elevations Type A, Design to Live, Job No: HRNS05, Drawing No: 9/11, Rev: R2, Dated: 25/11/2024;
- P10 Elevations Type B, Design to Live, Job No: HRNS05, Drawing No: 10/11, Rev: R2, Dated: 25/11/2024;
- P11 Perspectives, Design to Live, Job No: HRNS05, Drawing No: 11/11, Rev: R2, Dated: 25/11/2024;
- D1 Planning Application Cover Letter, Billy Hart, Dated: 28 November 2024.

2 Council's Works Department conditions

2.1 Stormwater

- a) Each dwelling must be provided with a connection to the Council's stormwater system, constructed in accordance with Council standards and to the satisfaction of Council's Works & Infrastructure Department.
- b) Concentrated stormwater must not be discharged into neighbouring properties
- c) Landscaping and hardstand areas must not interfere with natural stormwater run-off from neighbouring properties.
- d) All driveways and hardstand areas must be designed to allow stormwater run-off to be adequately drained to the Council stormwater system.
- e) Prior to the issue of a building permit, or the commencement of development authorised by this permit, the applicant must design and provide plans for underground stormwater drainage to collect stormwater from the driveways and roofed area of buildings. The system must connect through properly-jointed pipes to the stormwater main, inter-allotment drainage or other lawful point of discharge to the satisfaction of the Plumbing Inspector.
- f) A plumbing permit is required prior to commencing any plumbing or civil works within the property.
- g) Water quality infrastructure must be installed in accordance with Council's Stormwater Quality policy or alternatively a \$2000 contribution must be paid per dwelling in accordance with Council's standard fees and charges prior to the issue of a building permit.

2.2 Access

- a) A concrete driveway crossover and apron must be constructed for each dwelling from the edge of the Road to the property boundary in accordance with Council standards.
- b) Access works must not commence until an application for vehicular crossing has been approved by Council.
- c) All works must be done in accordance with Council Standard Drawing TSD-R09 and to the satisfaction of the Works Manager.

2.3 Municipal standards & approvals

Unless otherwise specified within a condition, all works must comply with the Municipal Standards including specifications and standard drawings. All works must be constructed to the satisfaction of Council. Where works are required to be designed prior to construction, such designs and specifications must be approved by Council prior to commencement of any *in situ* works.

2.4 Works in Council road reserve

- a) Works must not be undertaken within the public road reserve, including crossovers, driveways or kerb and guttering, without prior approval for the works by the Works Manager.
- b) Twenty-four (24) hours notice must be given to the Works & Infrastructure Department to inspect works within road reserve, and before placement of concrete or seal. Failure to do so may result in rejection of the vehicular access or other works and its reconstruction.



2.5 Pollutants

- a) The developer/property owner must ensure that pollutants such as mud, silt or chemicals are not released from the site.
- b) Prior to the commencement of development authorised by this permit the developer/property owner must install all necessary silt fences and cut-off drains to prevent soil, gravel and other debris from escaping the site. Material or debris must not be transported onto the road reserve (including the nature strip, footpath and road pavement). Any material that is deposited on the road reserve must be removed by the developer/property owner. Should Council be required to clean or carry out works on any of their infrastructure as a result of pollutants being released from the site the cost of these works may be charged to the developer/property owner.

2.6 Works damage bond

- a) Prior to the issue of a building permit, or the commencement of development authorised by this permit, a \$1000 bond must be provided to Council, which will be refunded if Council's infrastructure is not damaged.
- b) This bond is not taken in place of the Building Department's construction compliance bond.
- c) The nature strip, crossover, apron and kerb and gutter and stormwater infrastructure must be reinstated to Council's standards if damaged.
- d) The bond will be returned after building completion if no damage has been done to Council's infrastructure and all engineering works are done to the satisfaction of the Works & Infrastructure Department.

2.7 Nature strips

Any new nature strips, or areas of nature strip that are disturbed during construction, must be topped with 100mm of good quality topsoil and sown with grass. Grass must be established and free of weeds prior to Council accepting the development.

3 TasWater conditions

Sewer and water services must be provided in accordance with TasWater's Submission to Planning Authority Notice (reference number TWDA 2023/01002-NMC) – Attached at Appendix A.

4 Landscaping

- a) Landscaping works shall be in accordance with the endorsed plans, and landscaping works for each dwelling shall be completed, prior to the commencement of use of that dwelling and then maintained for the duration of the use.
- b) A bond of \$500 per dwelling shall be provided prior to the commencement of development authorised by this permit – the bond will be refunded if the landscape works are completed within the timeframe mentioned in this permit.
- c) All side and rear perimeter fences (not within 4.5m of the frontage) must be replaced/extended to have an overall height of at least 1.8m above existing ground level prior to the commencement of use.

5 Driveways and Parking Areas

All parking, access ways, manoeuvring and circulation spaces must:

- a) be constructed with a durable all weather pavement;
- b) be drained to the public stormwater system, or contain stormwater on the site;
- c) be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement; and
- d) all parking bays including visitor parking bays must be delineated by signage, line marking or other clear physical means.

6 Signage

A 10km/hr Shared Zone and End Shared Zone signage at the entry and exit of the site must be installed prior to the commencement of the use (occupation of the dwellings).

7 Required prior to the application for a building permit

Prior to the issue of a building permit, or the commencement of development authorised by this permit, the applicant shall:

- a) Plans for underground stormwater drainage (as per condition 2.1);
- b) Pay a contribution per dwelling for stormwater quality infrastructure in accordance with Council's fees and charges (as per condition 2.1);
- c) Pay works damage bond of \$1000 (as per condition 2.6).

8 Required prior to the commencement of the development works

- a) Installation of all necessary silt fences and cut-off drains (as per condition 2.5);
- b) Pay a \$500 per dwelling landscape bond (as per condition 4).

9 Prior to commencement of use

Prior to the commencement of the use of each dwelling, the following must be completed:

- a) Landscaping works for each dwelling including mailboxes, fencing, and plantings (as per condition 4 – landscaping);
- b) Driveways and parking areas around each dwelling sealed (as per condition 5);

Shared zone signage (as per condition 6).



1 INTRODUCTION

This report assesses an application for Multiple Dwellings x 5 (1 existing) Longford SAP at 5 Horne Street, Longford against the relevant provisions of the *Tasmanian Planning Scheme – Northern Midlands* (SPP version 8 effective 23rd October 2024 and LPS version: 13 effective from 29th October 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.

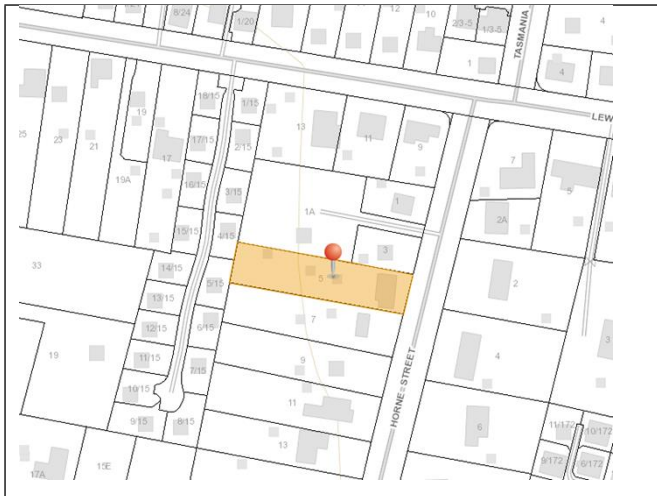
The council, as the Planning Authority is obliged to consider the views raised by the community by way of representation received during the public notification period. However, decisions made by the Planning Authority must be in accordance with the Act and the planning scheme. This means that Council 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:	Residential (Single Dwelling)
Use classification:	Residential (Multiple Dwellings)
Zone:	8.0 General Residential
Particular Purpose Zone/Specific Area Plan:	NOR-S6.0 Longford Specific Area Plan
Applicable codes:	C2.0 Parking and Sustainable Transport Code C16.0 Safeguarding of Airports Code
Application must be determined by:	24 January 2025
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, complies
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	-
7.14	Container Refund Points	-



CODE		Applicable (Y/-)	Exemption Applied
C1.0	Signs Code	-	
C2.0	Parking and Sustainable Transport Code	Y	-
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	Y	C16.4.1

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	Y
NOR-S7.0	Perth Specific Area Plan	-
NOR-S8.0	Ross Specific Area Plan	-

The relevant Scheme definitions are:

Table 6.2 Use Class	
Residential	Use of land for self-contained or shared accommodation. Examples include a secondary residence, boarding house, communal residence, home-based business, home-based child care, residential care facility, residential college, respite centre, assisted housing, retirement village and single or multiple dwellings.
Table 3.1 Planning Terms and Definitions	
Dwelling	Means a building, or part of a building, used as a self-contained residence and which includes food preparation facilities, a bath or shower, laundry facilities, a toilet and sink, and any outbuilding and works normally forming part of a dwelling.
Multiple Dwellings	Means 2 or more dwellings on a site.

Per the applicable zone use class table, the proposed use (residential) for multiple dwellings is Permitted. Clause 6.10.2 states that consideration of the purpose of the zone, local area objectives, code, specific area plan and/or site-specific qualification is only required when determining an application for a Discretionary use.



5.1 STATE PLANNING PROVISIONS – ZONE PROVISIONS

8.0 GENERAL RESIDENTIAL ZONE PROVISIONS

Zone Purpose

Assessment against the zone purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed use is Permitted per the use table.

8.3 Use Standards

8.3.1 Discretionary Uses		
Description	Assessment	
A1 Hours of operation	Not applicable, permitted use.	
A2 External lighting	Not applicable, permitted use.	
A3 Commercial vehicle movements.	Not applicable, permitted use.	
A4 No Acceptable Solution	Not applicable, permitted use.	
8.3.2 Visitor Accommodation		
Description	Assessment	
A1 a) must accommodate guests in an existing habitable building; and b) have a gross floor area of not more than 200m ² per lot	Not applicable, residential use.	
A2 Not a strata lot	Not applicable, residential use.	
8.4 Development Standards for dwellings		
Clause	Description	Assessment
8.4.1	Residential density for multiple dwellings	A1 Substituted by NOR-S6.7.1.
8.4.2	Setbacks and building envelope for all dwellings	A1 The acceptable solution is achieved. Unit 1 is located minimum 8 metres to the frontage.
		A2 The acceptable solution is achieved. The garage within Unit 1 is existing and located at least 5.5m from the primary frontage.
		A3 The acceptable solution is achieved. All buildings are contained within the building envelope.
8.4.3	Site coverage and private open space for all dwellings	A1a) The acceptable solution is achieved. The total site coverage is 35.3% of the 2180m ² site. b) The acceptable solution is achieved. Each multiple dwelling will have greater than 60m ² of private open space.
		A2a) The acceptable solution is achieved. Each multiple dwelling will have an area of private open space that is greater than 24m ² , and has a minimum width of 4m, and is on land with a gradient less than 1 in 10 and is not located within the frontage of the relevant dwelling.
8.4.4	Sunlight and overshadowing for all dwellings	A1 The acceptable solution is achieved.
8.4.5	Width of openings for garages and carports for all dwellings	A1 Complies no garage located within 12m will have an opening facing the primary frontage exceeding 6m.
8.4.6	Privacy for all dwellings	A1 Not applicable.
		A2 Not applicable.



		A3 The acceptable solution is achieved. The windows of all new habitable rooms are separated from a shared driveway or parking spaces by a horizontal distance of at least 2.5m. A 1.8m high fence is proposed to screen the windows of the existing dwelling.
8.4.7	Frontage fences for all dwellings	A1 Complies, new fencing within 4.5m of the frontage will be 1200mm high.
8.4.8	Waste storage for multiple dwellings	A1 The acceptable solution is achieved. The proposed multiple dwellings will include a dedicated area for the storage of waste and recycling bins that is screened from the road and driveway.

8.5 Development Standards for Non-dwellings

Clause	Description	Assessment
8.5.1	Non-dwelling development	A1 Not applicable.
		A2 Not applicable.
		A3 Not applicable.
		A4 Not applicable.
		A5 Not applicable.
		A6 Not applicable.
8.5.2	Non-residential garages and carports	A1 Not applicable.
		A2 Not applicable.

8.6 Development Standards for Subdivision

Clause	Description	Assessment
8.6.1	Lot Design	A1 Not applicable.
		A2 Not applicable.
		A3 Not applicable.
		A4 Not applicable.
8.6.2	Roads	A1 Not applicable.
8.6.3	Services	A1 Not applicable.
		A2 Not applicable.
		A3 Not applicable.

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

ASSESSMENT OF SPECIFIC AREA PLAN PROVISIONS: LONGFORD

Zone Purpose

Assessment against the zone purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed use is Permitted per the use table.

NOR-S6.7 Development Standards for Buildings and Works		
Clause	Description	Assessment
NOR-S6.7.1	Residential density for multiple dwellings	A1 Complies. Density is 1 dwelling per 436m ² .
NOR-S6.7.2	Roof form and material	A1 The acceptable solution is achieved. The roof pitch is a uniform 22.5 degrees.



NOR-S6.7.3	Wall material	A1 Relies on performance criteria.
NOR-S6.7.4	Windows	A1 The acceptable solution is achieved. The proposed dwellings window heads match the level of the window heads in the existing building on the site.
		A2 The acceptable solution is achieved. The existing frontage façade features windows of Unit 1, with a surface area less than 30% of the total surface area of the façade.
		A3 Relies on performance criteria.
NOR-S6.8 Development Standards for Subdivision		
NOR-S6.8.1	Lot design in development precincts	A1 Not applicable.
NOR-S6.8.2	Lot design – urban	A1 Not applicable.
NOR-S6.8.3	Lot design – rural fringe	A1 Not applicable.
NOR-S6.8.4	Internal lots	A1 Not applicable.
NOR-S6.8.5	Roads	A1 Not applicable.
		A2 Not applicable.

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

DISCRETIONS	
NOR-S6.7.3	Wall materials
P1	<p>Wall materials of buildings, excluding outbuildings, places listed in Table C6.1, and sites located within the Longford Historic Heritage Precinct listed in Table C6.2, must be compatible with the design and period of construction of the existing buildings on the site and in the street, and be compatible with the design and period of construction of the existing buildings or rural village character, having regard to:</p> <ul style="list-style-type: none"> a) use of bull-nosed timber weatherboards, or materials that have the appearance of bull-nosed timber weatherboards; or b) use of brickwork with mortar of a neutral earth colour and struck flush with the brickwork; or c) use of concrete blocks specifically chosen to: <ul style="list-style-type: none"> (i) blend with dressed sandstone; or (ii) rendered with coloured finishes in neutral earth tones.
Assessing Officers Comments	Although there is an existing building on site, the wall cladding of the new dwellings do not match the weatherboards of the existing dwelling with brick cladding proposed. The new buildings will be visible from the street. The proposed dwellings will be clad with face brickwork, which is compatible with buildings visible along the street, including the adjacent dwelling at 3 Horne Street. The proposal is consistent with the performance criteria.
NOR-S6.7.4	Windows
P3	<p>Windows for new buildings and extensions to existing buildings, or alterations to existing buildings, excluding places listed in Table C6.1 and sites located within the Longford Historic Heritage Precinct listed in Table C6.2, must be compatible with the design and period of construction of the existing buildings in the street, having regard to:</p> <ul style="list-style-type: none"> a) the period and style of the building; b) the use of multi-pane sashes conforming to the patterns per sash with size and profile glazing bars as shown in Figure NOR-S5.7.4 (b); c) the use of projecting brick or stone sills that match the existing if in a brick or masonry building; d) the use clear glass; and e) the division of large areas of glass panelling with vertical mullions to achieve a vertical orientation of glazing.
Assessing Officers Comments	The proposed dwellings will partly be visible from the street. An assessment of established dwellings in the street shows that a variety of window styles are used, which are visible from the street and with which the proposed windows are compatible.



DISCRETIONS

	Windows on dwelling facades that are visible from Horne Street have a variety of forms and styles and are part of buildings that were constructed in different time periods. The proposed new dwelling units have aluminium framed windows with sectional mullions. As such, the windows of the proposed development are consistent with those of windows on buildings in the surrounding area. The proposal is consistent with the performance criteria.
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5.3 STATE PLANNING PROVISIONS – CODE PROVISIONS

C2.0 PARKING AND SUSTAINABLE TRANSPORT CODE

Code Purpose

Assessment against the code purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed use is Permitted per the use table.

C2.5 Use Standards		
Clause	Description	Assessment
C2.5.1	Car Parking Numbers (Refer to table C2.1)	A1 The acceptable solution is achieved. 10 car parking spaces is provided for the 5 dwellings as well as 2 visitor parking spaces.
C2.5.2	Bicycle parking numbers (Refer to table C2.1)	A1 Not applicable. No requirement for residential use.
C2.	Motorcycle parking numbers (Refer to table C2.4)	A1 Not applicable.
C2.5.4	Loading Bays	A1 Not applicable.
C2.5.5	Number of car parking spaces within the GenRes Zone	A1 Not applicable.
C2.6 Development Standards for Buildings and Works		
Clause	Description	Assessment
C2.6.1	Construction of parking areas	A1 The acceptable solution is achieved. The proposed parking spaces will be sealed. The driveway will be drained to the public stormwater system, this will be a condition upon any permit to ensure compliance.
C2.6.2	Design and layout of parking areas	A1.1 The acceptable solution is achieved. The parking areas and access are in accordance with AS2890.1 and Tables C2.2 and C2.3.
		A1.2 Not applicable.
C2.6.3	Number of accesses for vehicles	A1 The acceptable solution is achieved. The proposal includes one access.
		A2 Not applicable.
C2.6.4	Lighting of parking areas within the General Business and Central Business zone	A1 Not applicable.
C2.6.5	Pedestrian Access	A1.1 Relies on performance criteria.
		A1.2 Not applicable.
C2.6.6	Loading Bays	A1 Not applicable.
		A2 Not applicable.
C2.6.7	Bicycle parking and storage facilities within the General Business and Central Business zone	A1 Not applicable.
		A2 Not applicable.



C2.6.8	Siting of parking and turning areas	A1 Not applicable.
		A2 Not applicable.
C2.7 Parking Precinct Plan		
Clause	Description	Assessment
C2.7.1	Parking precinct plan	A1 Not applicable.

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

DISCRETIONS	
C2.6.5	Pedestrian access
P1	<p>Safe and convenient pedestrian access must be provided within parking areas, having regard to:</p> <ul style="list-style-type: none"> a) the characteristics of the site; b) the nature of the use; c) the number of parking spaces; d) the frequency of vehicle movements; e) the needs of persons with a disability; f) the location and number of footpath crossings; g) vehicle and pedestrian traffic safety; h) the location of any access ways or parking aisles; and i) any protective devices proposed for pedestrian safety.
Assessing Officers Comments	<p>The proposed development requires over 10 car parking spaces but does not provide a separate 1m wide footpath that is separated from the access ways or parking aisles by a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle. The proposal therefore relies on performance criteria.</p> <p>The proposed development design provides safe and convenient pedestrian access within parking areas, having regard to sub clauses a) through i) above. The use is residential within a low-speed environment with low peak vehicle movements (<4vm/h). Crash likelihood, exposure and severity are low per Austroads Safe System Assessment. The proposal provides for shared zone signage to be installed which is appropriate for the environment. This is captured as a permit condition.</p> <p>The performance criteria is satisfied.</p>

5.4 REFERRALS

<p>Council's Infrastructure & Works Department – NMC</p> <p>Council officers (Jonathan Galbraith / Cameron Oakley) reported on 29th November 2024. Their recommended conditions are included in the conditions of approval.</p>
<p>TasWater</p> <p>TasWater issued a Submission to Planning Authority Notice on 18th November 2024 (TasWater Ref: TWDA 2024/01291-NMC). The Planning Permit will condition the development to be in accordance with the Submission to Planning Authority Notice.</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 one representation was received. The representation in full has been separately provided to the Planning Authority.

Issue 1 – Increase traffic concerns after dwellings, increasing from one to five.

Planner's Comment

The proposed five multiple dwellings are anticipated to generate less than 40 vehicle movements daily (5 per dwelling – RTA Guide). The proposed vehicle movements are compliant with Table C3.1, no further consideration of this matter is warranted.

Issue 2 – Elevation of noise levels during demolition and construction exacerbating the street of neighbours.



Planner's Comment

It is anticipated that noise levels will be increased during demolition and construction phases on the site, this is quite normal for a construction site. The *Environmental Management and Pollution Control (Noise) Regulations 2016* are implemented by local government and Tasmania Police. The main objective of these Regulations is to limit the amount of community noise in residential neighbourhoods by setting out prohibited hours of use for common noise sources. They also extend to noise from equipment and machinery used on building construction and demolition sites. Note that regulation 6 provides for conditions applying to use of machinery outside the prohibited times. Noise is not a consideration of the Planning Scheme but should noise extend into prohibited hours, a noise complaint can be lodged with Council's Environmental Health Officer or Tasmania Police.

Issue 3 – Family oriented neighbourhood characterised by large family homes with spacious yard, new multiple dwellings not in keeping. Undermines appeal, decreasing property values.

Planner's Comment

Multiple dwellings are permitted in the zone and therefore allowable on the site. The proposed density of the dwellings meets the acceptable solution applicable to the zone and Specific Area Plan. Property valuation is not a consideration of the Planning Scheme.

Issue 4 – One side of fencing for original dwelling is set at 1.8m but other neighbouring sides left as lower level, affecting privacy.

Planner's Comment

Whilst this is not a requirement of the Planning Scheme, the developer has advised the assessing Planner, that they are willing to extend all side and rear perimeter fencing to 1.8 metres and that a condition could be placed upon a permit to that effect.

Issue 5 – Intensify use of local infrastructure and services, including garbage collection and number of bins on collection day.

Planner's Comment

Council's Works and Infrastructure Department and TasWater have both considered the proposal and raise no issues in relation to capacity of infrastructure services. The title has a frontage to Horne Street of 22.55m. Apart from the two existing vehicle crossings, a frontage of 14.45m will provide adequate area for the provision of up to 10 rubbish bins on collection day for the 5 dwellings on site.

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

Strategic Plan - Statutory Planning

The proposal is consistent with this policy.

Council Policy – Stormwater Quality Management

The proposal is consistent with this policy.

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-24-0192 public exhibition documents [11.2.1 - 15 pages]
 2. SPAN [11.2.2 - 3 pages]
-

11.3 PLN24-0196: 49 LEE STREET, ROSSARDEN; RELOCATE SHED, NEW SHED, EXTENSION TO EXISTING SHED

File: 501200.175; PLN24-0196
Responsible Officer: Des Jennings, General Manager
Report prepared by: Brandie Strickland, Statutory Planner

RECOMMENDATION

That application PLN-24-0196 to develop and use the land at 49 Lee Street Rossarden for the erection of a new outbuilding (woodshed) and relocation of existing outbuilding (shipping container) and installation of a roof over and between 2 shipping containers be approved subject to the following conditions:

1 Layout not altered

The use and development must be generally in accordance with the endorsed documents:

- P1 Site plan by the applicant (page 5 & 10)
- P2 Elevations by the applicant (page 6 & 8)

1 INTRODUCTION

This report assesses the application PLN-24-0196 against the relevant provisions of the *Tasmanian Planning Scheme – Northern Midlands* (SPP version 9 effective 25 December 2024 and LPS version: 13 effective from 29 October 2024). The application proposes:

- The construction of a 3m (w) x 7m (l) x 1.8m (h) outbuilding (woodshed) in the general location identified in the image below by a purple rectangle;
- The relocation of the existing outbuilding (shipping container) identified in the image below with a green circle, to the general position identified with green rectangle to be parallel with the existing container visible; and
- The installation of a 5.5m (w) x 6m (l) skillion roof over the two shipping containers and space between to the general position identified in the image below in blue outline.



Figure 1 Image not to scale and for illustrative purposes only.



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.


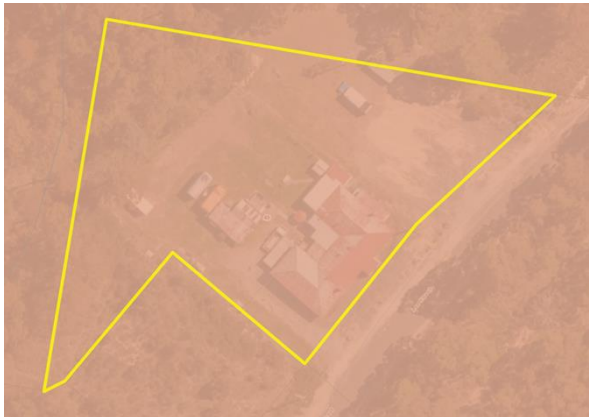
Any representations received pursuant to and in conformity with section 57(5) of the Act.

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

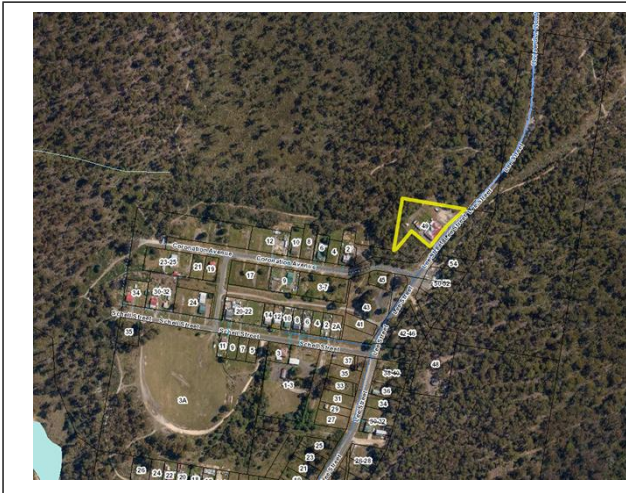
Existing use/development:	Residential – dwelling and outbuildings
Use classification:	Residential
Zone:	Rural
Particular Purpose Zone/Specific Area Plan:	Not applicable
Applicable codes:	C2.0 Parking and Sustainable Transport Code C16.0 Safeguarding of Airports Code (exempt)
Application must be determined by:	20 January 2025
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
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	-
C2.0	Parking and Sustainable Transport Code	Y
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	Development outside of overlay area
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	Y
		C16.4.1



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	-
NOR-S7.0	Perth Specific Area Plan	-
NOR-S8.0	Ross Specific Area Plan	-

The relevant Scheme definitions are:

Table 6.2 Use Class	
Residential	Use of land for self-contained or shared accommodation. Examples include a secondary residence, boarding house, communal residence, home-based business, home-based child care, residential care facility, residential college, respite centre, assisted housing, retirement village and single or multiple dwellings.
Table 3.1 Planning Terms and Definitions	
Outbuilding	Means a non-habitable detached building of Class 10a of the <i>Building Code of Australia</i> and includes a garage, carport or shed.
Building	Means as defined in the Act: <i>building includes –</i> <ul style="list-style-type: none"> (a) a structure and part of a building or structure; and (b) fences, walls, out-buildings, service installations and other appurtenances of a building; and (c) a boat or a pontoon which is permanently moored or fixed to land;
Development	Means as defined in the Act: <i>development includes –</i> <ul style="list-style-type: none"> (a) the construction, exterior alteration or exterior decoration of a building; and (b) the demolition or removal of a building or works; and (c) the construction or carrying out of works; and (d) the subdivision or consolidation of land, including buildings or airspace; and (e) the placing or relocation of a building or works on land; and (f) the construction or putting up for display of signs or hoardings – <i>but does not include any development of a class or description, including a class or description mentioned in paragraphs (a) to (f), prescribed by the regulations for the purposes of this definition;</i>
Works	Means as defined in the Act: <i>works includes any change to the natural or existing condition or topography of land including the removal, destruction or lopping of trees and the removal of vegetation or topsoil, but does not include forest practices, as defined in the Forest Practices Act 1985, carried out in State forests.</i>

Per the applicable zone use class table, the proposed use (residential) is Permitted per clause 7.2.1. Clause 6.10.2 states that consideration of the purpose of the zone, local area objectives, code, specific area plan and/or site-specific qualification is only required when determining an application for a Discretionary use.

5.1 STATE PLANNING PROVISIONS – ZONE PROVISIONS


ASSESSMENT OF THE RURAL ZONE PROVISIONS

Zone Purpose

Assessment against the zone purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed use is permitted per clause 7.2.1.

20.4 Development Standards for Buildings and Works		
Clause	Description	Assessment
20.4.1	Building height	A1 2.6m containers. Skillion roof height 3.1m. Woodshed 1.8m. Complies.
20.4.2	Setbacks	A1 Woodshed to be located on side boundary. Relies on performance criteria.
		A2 Outbuildings for sensitive use >200m from the agriculture zone. Complies.
20.4.3	Access for new dwellings	A1 Not applicable. There is no new dwelling proposed.

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

DISCRETIONS	
20.4.2	Setbacks
P1	Buildings must be sited to provide adequate vehicle access and not cause an unreasonable impact on existing use on adjoining properties, having regard to: <ul style="list-style-type: none"> a) the bulk and form of the building; b) the nature of existing use on the adjoining properties; c) separation from existing use on the adjoining properties; and d) any buffers created by natural or other features.
Assessing Officers Comments	<p>The 3m (w) x 7m (l) x 1.8m (h) outbuilding (woodshed) is the only building proposed that will be less than 5m from a property boundary and so is the only building being considered against the above provision.</p> <p>The building will be located along the side boundary of the property as highlighted in the image right.</p>  <p>With a width of only 3m it will not impede on the existing access provisions to the side area or rear of the property and will not cause an unreasonable impact on the adjoining heavily vegetated undeveloped lot.</p> <p>The proposal therefore satisfies the performance criteria.</p>

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

Not applicable.

5.3 STATE PLANNING PROVISIONS – CODE PROVISIONS

C2.0 PARKING AND SUSTAINABLE TRANSPORT CODE

Code Purpose

Assessment against the code purpose is only required when the use is discretionary (per 6.10.2) or there is no use class assigned to a development (per 7.10.3). The proposed use is permitted per clause 7.2.1.

C2.5 Use Standards		
Clause	Description	Assessment
C2.5.1	Car Parking Numbers (Refer to table C2.1)	A1 There is existing provision for 3+ vehicle parking spaces on site. The proposed development is intended for residential storage primarily and does not impede on the existing provisions on site.
C2.5.2	Bicycle parking numbers (Refer to table C2.1)	A1 None required per table C2.1



C2.	Motorcycle parking numbers (Refer to table C2.4)	A1 None required per table C2.4.
C2.5.4	Loading Bays	A1 None required
C2.5.5	Number of car parking spaces within the GenRes Zone	A1 Not applicable
C2.6 Development Standards for Buildings and Works		
Clause	Description	Assessment
C2.6.1	Construction of parking areas	A1 existing gravel in the rural zone. Complies
C2.6.2	Design and layout of parking areas	A1.1 Existing parking provisions are unchanged.
		A1.2 Not applicable.
C2.6.3	Number of accesses for vehicles	A1 2 existing access points onto Lee Street. Complies.
		A2 Not applicable
C2.6.4	Lighting of parking areas within the General Business and Central Business zone	A1 Not applicable – not within the listed zones.
C2.6.5	Pedestrian Access	A1.1 Not applicable – less than 10 vehicle parking spaces
		A1.2 Not applicable
C2.6.6	Loading Bays	A1 Not applicable
		A2 Not applicable
C2.6.7	Bicycle parking and storage facilities within the General Business and Central Business zone	A1 Not applicable – not within the listed zones.
		A2 Not applicable – not within the listed zones.
C2.6.8	Siting of parking and turning areas	A1 Not applicable
		A2 Not applicable
C2.7 Parking Precinct Plan		
Clause	Description	Assessment
C2.7.1	Parking precinct plan	A1 Not applicable.

5.4 REFERRALS

TasNetworks

TasNetworks reported that the proposed development will not adversely affect TasNetworks' operations.

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 one representation was received. The representation in full has been separately provided to the Planning Authority.

The representation clearly advised of objection to the proposed development but wanted to reiterate that some of neighbouring land includes areas of working forests which will change in visual amenity due to forestry production activities and at times be subject to background noise.

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 Act.

5.7 STATE POLICIES

The proposal is consistent with all State Policies.

5.8 STRATEGIC PLAN/ANNUAL PLAN/COUNCIL POLICIES

Strategic Plan - Statutory Planning

The proposal is consistent with this policy.

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-24-0196 Agenda attachment 1 [11.3.1 - 9 pages]



12 COUNCIL ACTING AS A PLANNING AUTHORITY: CESSATION

RECOMMENDATION

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



13 COMMUNITY & DEVELOPMENT REPORTS

13.1 DEVELOPMENT SERVICES: MONTHLY REPORT

Responsible Officer: *Des Jennings, General Manager*

RECOMMENDATION

That the report be noted.

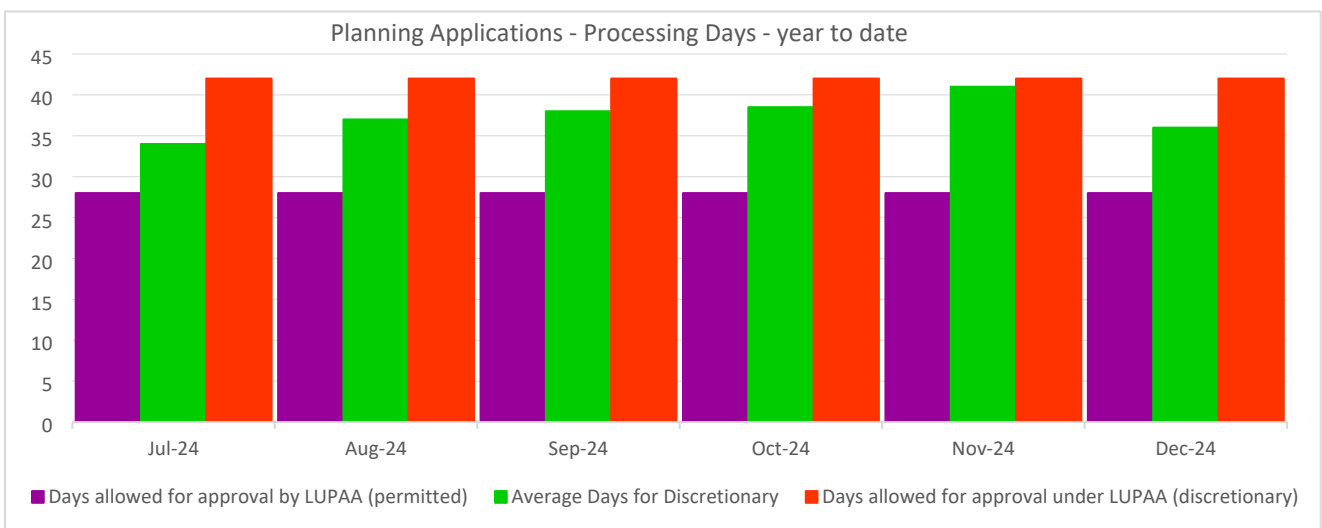
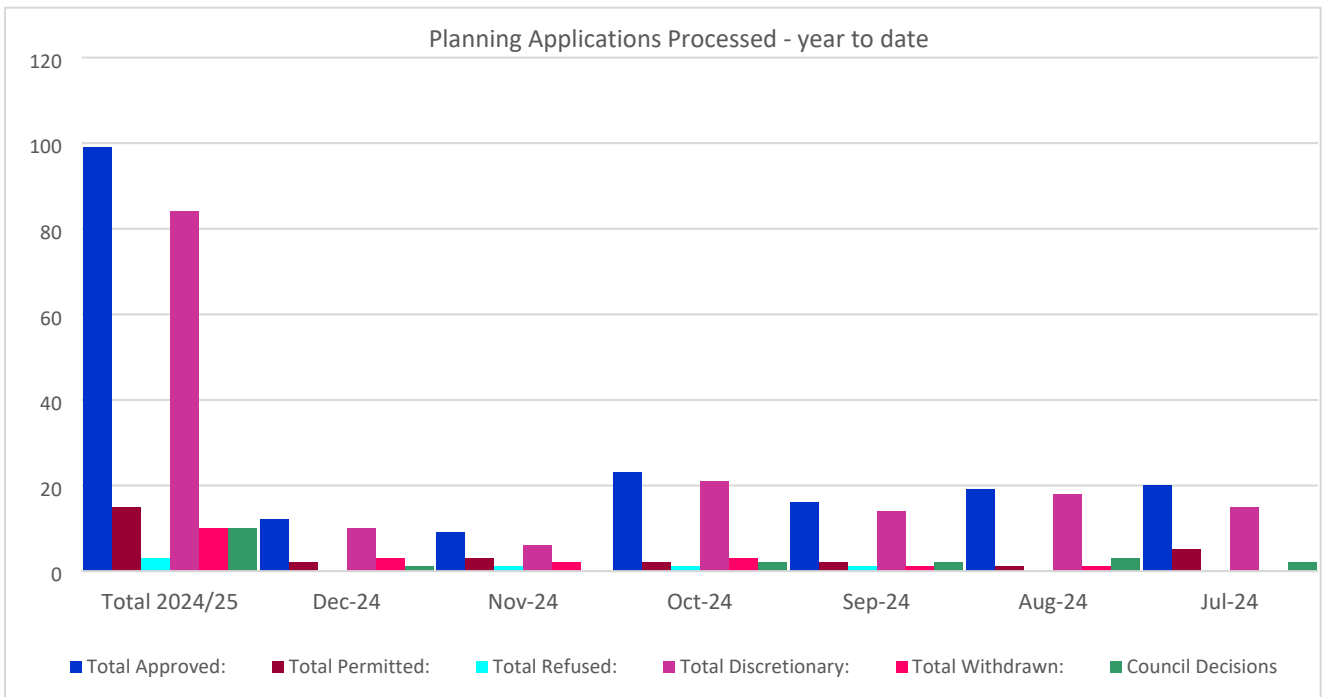
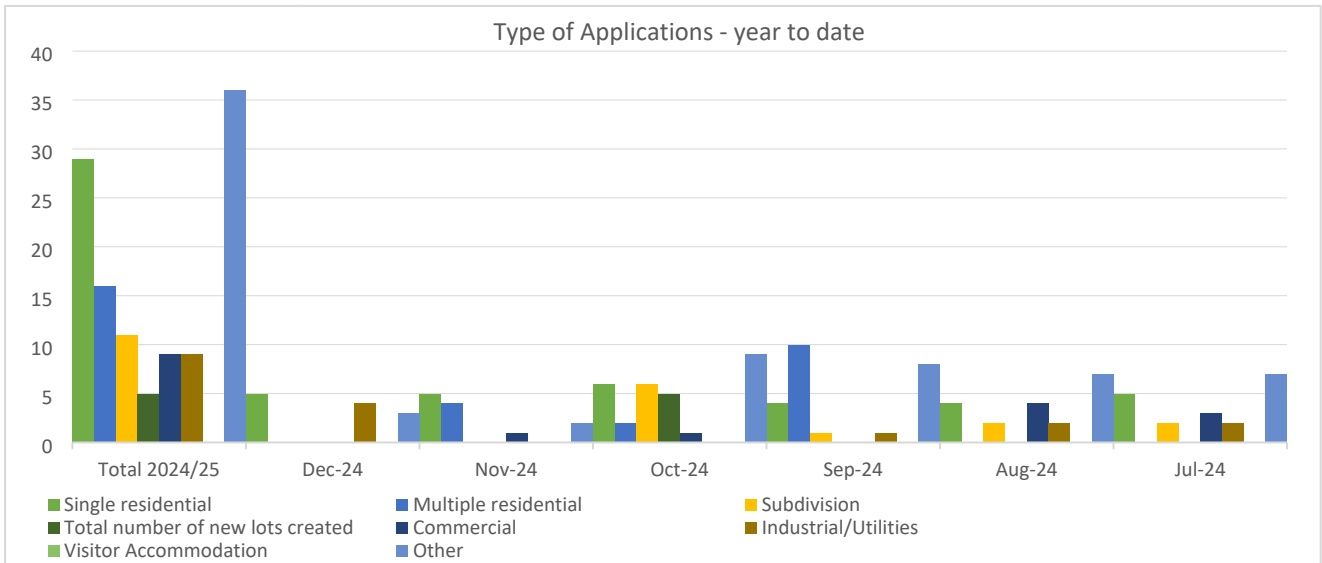
1 PURPOSE OF REPORT

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

2 DEVELOPMENT SERVICES REPORTING

2.1 Planning Decisions

	2022/ 2023	2023/ 2024	Total YTD	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Number of valid applications	195	116	92	11	12	21	14	18	16						
Applications on STOP for further information				52	45	47	31	30	42						
Single residential	48	36	29	5	4	4	6	5	5						
Multiple residential	31	69	16	0	0	10	2	4	0						
Subdivision	34	27	11	2	2	1	6	0	0						
Total number of new lots created	203	72	5	0	0	0	5	0	0						
Commercial	27	25	9	3	4	0	1	1	0						
Industrial/Utilities	12	15	9	2	2	1	0	0	4						
Visitor Accommodation	8	11	0	0	0	0	0	0	0						
Total permitted	1	0	0	0	0	0	0	0	0						
Total discretionary	7	11	0	0	0	0	0	0	0						
Other (includes all residential development on existing dwellings [alterations/ additions, sheds, solar, fences, pools etc.])	85	47	36	7	7	8	9	2	3						
Total No. Applications Approved:	228	182	99	20	19	16	23	9	12						
Total Permitted:	33	18	15	5	1	2	2	3	2						
Average Days for Permitted	11	15	12.55	13	7	15.5	13.5	16.3	10						
Days allowed for approval by LUPAA	28	28	28	28	28	28	28	28	28						
Total Exempt under IPS:	83	93	47	8	4	9	19	4	3						
Total Refused:	5	4	3	0	0	1	1	1	0						
Total Discretionary:	198	164	84	15	18	14	21	6	10						
Average Days for Discretionary:	33.3	33.17	37.42	34	37	38	38.5	41	36						
Days allowed for approval under LUPAA:	42	42	42	42	42	42	42	42	42						
Total Withdrawn:	39	44	10	0	1	1	3	2	3						
Council Decisions	36	27	10	2	3	2	2	0	1						
Appeals lodged by the Applicant	6	2	1	0	0	0	1	0	0						
Appeals lodged by third party	2	0	0	0	0	0	0	0	0						

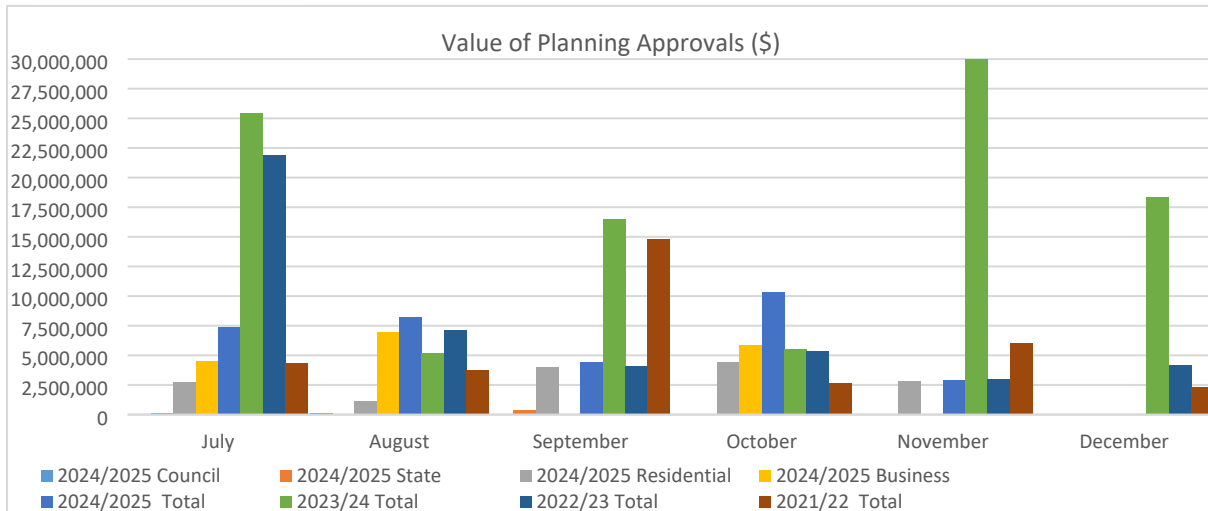




Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
DELEGATED DECISIONS					
PLN-23-0134 - 1	Alternative Access Route to original	4740 Poatina Road, Cressy TAS 7302	Neoen Aust	25	A
PLN-23-0158 - 1	Manufacturing and Processing facility - Amend Permit due to TasWater Error.	Approved Lot 6 at Evandale Road (Folio of the Register 185223/1)(adjacent to Translink Avenue South), Western Junction TAS 7212	Bison Construction Pty Ltd	26	A
PLN-24-0230 - 1	Amend condition 2 to allow bulk storage bins to have a height of 1.2m. Delete condition 5 regarding sealing of parking areas. An updated parking plan has been provided.	73 Wellington Street, LONGFORD Tasmania 7301	Nova Land Consulting	28	A
PLN-24-0054	Dwelling and outbuildings (vary site coverage, driveway material, front setback and side setback). Works in Crown Reserve for vehicle crossover.	51 Waterloo Street, Ross TAS 7209	Adams Building Design	42	D
PLN-24-0069	Single Dwelling (Longford SAP)	7A Cracroft Street Longford, 7A Cracroft Street, LONGFORD TAS 7301	Abode Designer Homes	28	D
PLN-24-0132	2 x Sheds for Storage and Manufacturing and Processing Use (C2.0 Parking and Sustainable Transport Code, C3.0 Road and Railway Assets Code, Translink Specific Area Plan)	9 Tiger Moth Court, Western Junction TAS 7212	DCM Design Construction Management	42	D
PLN-24-0167	Outbuilding (Storeroom) vary site coverage.	825 White Hills Road, Evandale TAS 7212	Cosway Project Services	42	D
PLN-24-0173	Alteration/Addition to Existing Offices and Minor Demolition (Translink SAP, vary setback to Evandale Main Road boundary, stormwater)	1 Boral Road, Western Junction TAS 7212	ARTAS Architects P/L	17	D
PLN-24-0183	Shipping Container 40ft (Storage) - vary setback, C2.0 Parking and Sustainable Transport Code	21 Coronation Avenue, Rossarden TAS 7213	P Jolly	42	D
PLN-24-0185	Single Dwelling (C2.0 Parking and Sustainable Transport Code)	316 Coach Lane, Bishopsbourne TAS 7301	Design to Live	41	D
PLN-24-0195	Verandah addition (vary site coverage)	341 Pateena Road, Longford TAS 7301	M Igoe	32	D
PLN-24-0198	Single Dwelling (Demolish and replace existing Manager's Residence) (Discretionary use, Vary setbacks, C9.0 Attenuation Code)	88 Panshanger Road, Longford TAS 7301	Prime Design	32	D
PLN-24-0208	Alterations Fire Station	29-31 Marlborough Street, Longford TAS 7301	Philp Lighton Architects Pty Ltd	14	P
PLN-24-0219	Demolition	36 Youl Road, Perth TAS 7300	Woolcott Land Services	6	P
COUNCIL DECISIONS					
PLN-24-0139	Ground Base Sign (Illuminated)	22 Tannery Road, Longford TAS 7301	JBS Australia Pty Ltd	42	C
COUNCIL DECISIONS - REFUSAL					
DELEGATED DECISIONS - REFUSAL					

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
December	0	50,000	1,898,500	2,924,615	4,873,115	18,389,000	4,154,613	2,319,458
YTD Total	125,000	588,000	17,048,047	20,309,646	38,070,693	215,082,539	41,529,880	31,670,035
Annual Total						255,377,879	76,384,582	91,715,427



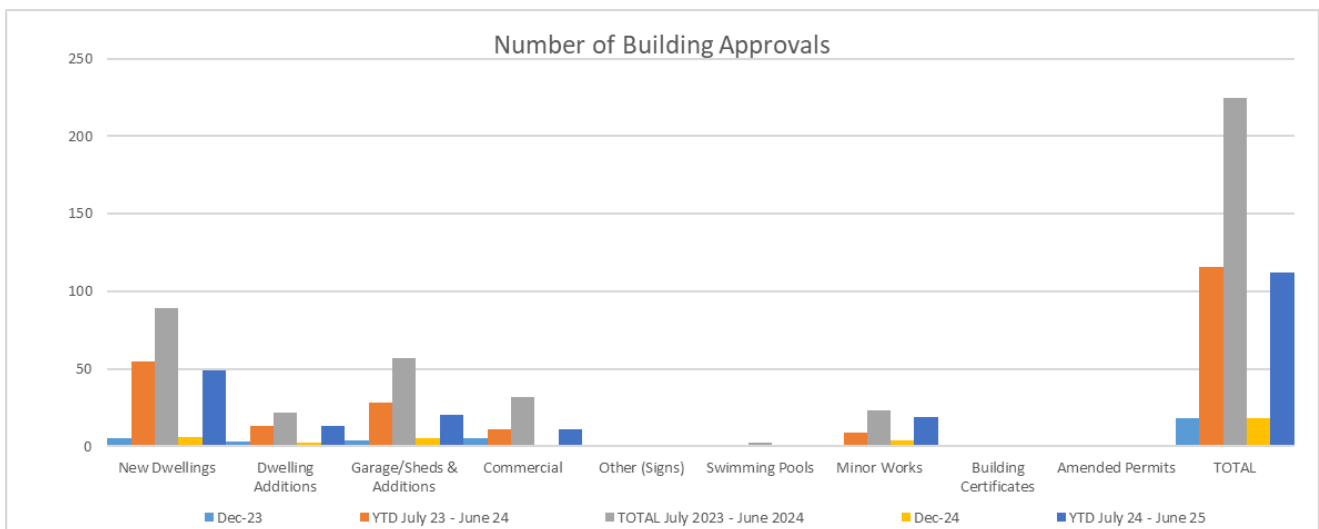
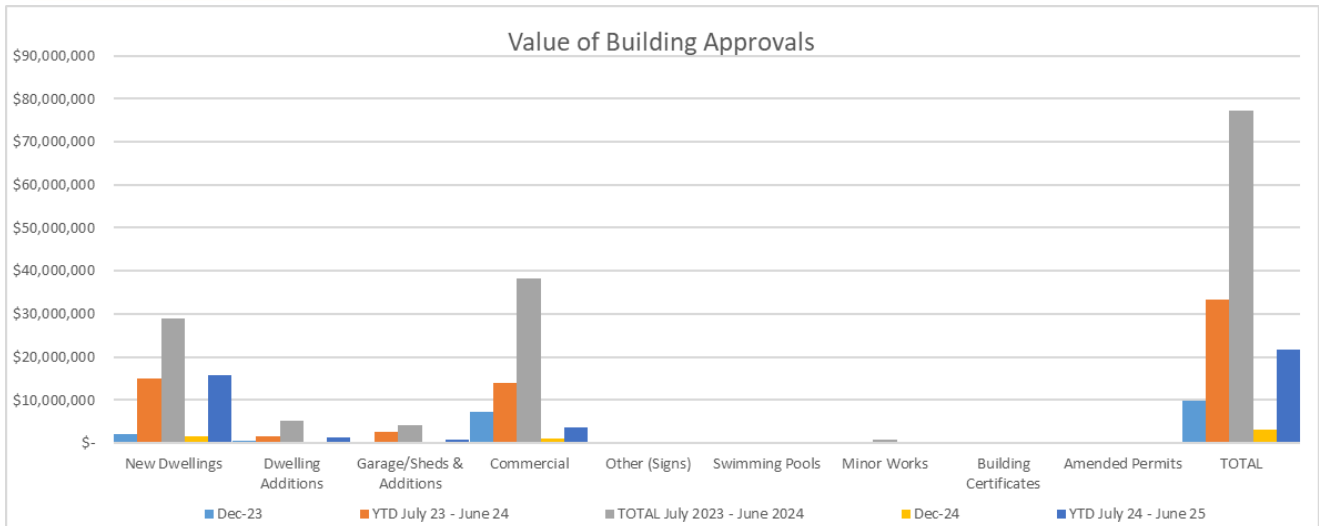
2.3 Matters Awaiting Decision by TASCAT & TPC

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.	
P18-046/NC-24-0009	Appeal P2024/120 – appeal against Notice and Order Preliminary Hearing set for 13 January 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.	
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			
	Dec-23		YTD July 23 - June 24		TOTAL July 2023 - June 2024		Dec-24		YTD July 24 - June 25	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$		\$
New Dwellings	5	2,181,550	55	15,067,734	89	28,811,896	6	1,586,000	49	15,828,863
Dwelling Additions	3	397,000	13	1,616,400	22	5,105,400	2	250,000	13	1,228,600
Garage/Sheds & Additions	4	209,600	28	2,553,836	57	4,240,824	5	259,000	20	765,304
Commercial	5	7,100,000	11	13,830,000	32	38,102,213	1	1,000,000	11	3,531,000
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	19,978	9	356,511	23	741,490	4	84,231	19	231,453
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	18	9,908,128	116	33,424,481	225	77,115,823	18	3,179,231	112	21,585,220
Inspections										
Building	0		0		4		0		0	
Plumbing	20		194		453		25		215	



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	19	157	155
Property owner not home or only recently started			
Complying with all conditions / signed off	19	156	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)			



Building / Plumbing Permit Compliance Reviews	This Month	2024/2025	Total 2023/2024
No Further Action Required			7
Illegal Works – Building / Plumbing	This Month	2024/2025	Total 2023/2024
Number of Inspections	15	122	87
Commitment provided to submit required documentation			7
Re-inspection required	10	89	48
No Further Action Required	5	33	32
Building Notices issued	2	23	21
Plumbing Notices Issued	0	13	11
Building Orders issued	2	20	17
Plumbing Orders Issued	1	3	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 11 commercial building approvals valued at a total of \$3,531,000 (year to date), compared to 11 commercial building approvals valued at a total of \$13,830,000 (year to date) for the previous year.

In total, there have been 112 building approvals valued at \$21,585,220 (year to date) for 2024/2025 compared to 116 building approvals valued at \$33,424,481 (year to date) for the previous year.



14 GOVERNANCE REPORTS

14.1 CHANGING PLACES FACILITIES PROGRAM

Responsible Officer: Des Jennings, General Manager

Report prepared by: Lorraine Green, Project Officer

RECOMMENDATION

That Council

- a) note the background to the Changing Places Facilities Program;
- b) approve the nomination of Campbell Town as a location for a Changing Places Facility; and
- c) allocate funds in the 2025-2026 and the 2026-2027 Council Budgets towards the project (if the nomination is approved by the Grant Program's Delegate).

1 PURPOSE OF REPORT

The purpose of the report is to provide Council with information on the Australian Government's Changing Places Facilities Program, and to seek Council's approval for a proposed application to the program for a changing places facility at Campbell Town.

2 INTRODUCTION/BACKGROUND

The Australian Government is investing \$32.2 million from 2022-2023 to 2025-2026 to build Changing Places Facilities in Local Government Areas across Australia.

Changing Places are facilities for people with high support needs who are not adequately supported by standard accessible toilets. Changing Places facilities are larger than standard accessible toilets. They have extra features and more space to meet the needs of people with disability and their carers.

Changing Places facilities include:

- a height-adjustable adult-sized change table;
- a constant-charging ceiling track hoist system;
- a centrally- located peninsula toilet;
- additional circulation space more than standard accessible toilets;
- an automatic door with a clear opening of 950mm at a minimum;
- a privacy screen; and
- the option of open access or access via use of a National Changing Places key.

The Australian Government will provide 50% of the funding towards construct and fitout costs (i.e. funding is not provided towards external costs eg. landscaping, fencing, decorative items) for Changing Places facilities in Local Government Areas (LGA) without an existing facility. The State Government is offering to fund 50% of the remaining build cost. In real terms, this means that if a Changing Places facility is the first within an LGA, Councils are liable for only 25% of the build cost.

All Changing Places must be accredited by a Changing Places Assessor. Accreditation ensures that Changing Places are built to standard, ensuring users can be confident that design is fit for purpose. The cost of this assessment must be met by participating Councils.

The government funding is for build and fitout. Responsibility for ongoing costs eg. cleaning, maintenance – fall on the LGA.



Councils can nominate proposed build locations for consideration. Factors taken into account by the Program Delegate when deciding which nominated locations to fund include community need and ease of access, proximity to other community facilities, proximity to popular local or tourist destinations, relationship to other nearby accessible infrastructure, and the proximity to other nearby Changing Places facilities.

The Disability and Reform Unit of the Tasmanian Department of Premier and Cabinet (DPAC) is managing the State Government funding for the program, and in late November 2024, emailed Councils to encourage applications to the next round of grant funding. Council Officers responded to this request and floated the possibility of nominating Campbell Town – given its central location in the state, and the nearest Changing Places facilities being in Hobart and Launceston. The Disability and Reform Unit Project Officer was of the opinion Campbell Town would be an incredibly important location for a Changing Places facility, as it would help to begin to bridge the current northern and southern facilities, and enable significantly more accessible travel for people without concern.

Council Officers considered two locations for the proposed facility: the Campbell Town War Memorial Recreation Ground and in the grounds of Campbell Town Health and Community Services. The latter site was proposed due to the availability of 24 hour onsite nursing backup for carers requiring additional assistance in an emergency situation. It may also be possible to negotiate for the cleaning and maintenance of the facility to be undertaken by Campbell Town Health and Community Services. This option has not been raised with the Department of Health to date.

Non-binding Expressions of interest in the next round of funding closed 8 January 2025. Council officers submitted Campbell Town as a location for consideration.

Council will be advised in late January of the outcome of the nomination. If Campbell Town has been approved as a location for a Changing Places facility, Council has to submit a project plan by mid-March 2025, and it is anticipated the funding agreement with the Australian Government would be signed in April 2025 and the funding would be provided to Council by the end of the financial year. Building must be commenced within 12 months of receiving the funding, and the build completed within 18 months of building commencement.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

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

Progress: Economic health and wealth - grow and prosper

Strategic Project Delivery - Build Capacity for a Healthy Wealthy Future

Strategic outcomes:

- 2.1 Strategic, sustainable, infrastructure is progressive

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

Sense of Place - Sustain, Protect, Progress

Strategic outcomes:

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



3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

Not applicable.

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

Council's Project Manager, Trent Atkinson, has costed the build and fitout of the facility at \$200,000. External costs cannot be costed until the facility location is determined. The cost of the Changing Places Assessor will be dependent on the number of facilities to be inspected in Tasmania, and the home base of the Assessor. (At present there are no Changing Places Accredited Assessors in Tasmania. It is hoped a suitably qualified health professional will be accredited by the time this tranche of facilities are built).

7 RISK ISSUES

The Australian Government's commitment to this funding program ends in 2025-2026. If Council doesn't access this funding in this round, there may not be another opportunity to partner with other levels of Government to develop a Changing Places facility in the Northern Midlands.

8 CONSULTATION WITH STATE GOVERNMENT

DPAC advised Council of the availability of this funding stream.

9 COMMUNITY CONSULTATION

Community consultation has not been undertaken regarding this proposal.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either approve or not approve the nomination of Campbell Town as a location for a Changing Places facility, and approve or not approve the allocation of funds in the 2025-2026 and 2026-2027 Council Budgets towards the project (should the nomination of Campbell Town be approved by the Grant Program Delegate).

11 OFFICER'S COMMENTS/CONCLUSION

Thousands of people with profound and multiple learning disabilities, as well other disabilities that severely limit mobility, cannot use standard accessible toilets. People may be limited in their own mobility so need equipment to help them or may need support from one or two carers to either get on the toilet or to have their continence pad changed.

Standard accessible toilets do not provide changing benches or hoists and most are too small to accommodate more than one person. Without Changing Places toilets, the person with disabilities is put at risk, and families are forced to risk their own health and safety by changing their loved one on a toilet floor.

This is dangerous, unhygienic and undignified.

It is now accepted and expected that everyone has a right to live in the community, to move around within it and access all its facilities. Government policy promotes the idea of "community participation" and "active citizenship," but for some people with disabilities the lack of a fully accessible toilet is denying them this right. Although the numbers are increasing, there are still not enough Changing Places toilets across the country. Providing these toilets in public places would make a dramatic difference to the lives of thousands of people who desperately need these facilities.

12 ATTACHMENTS

Nil



14.2 PIONEER PARK MASTER PLAN

Responsible Officer: Des Jennings, General Manager

Report prepared by: Lorraine Green, Project Officer

RECOMMENDATION

That Council:

- a) note the response to the community consultation report that has been provided by Lange Design;
- b) accept the finalised Pioneer Park Landscape Master Plan; and
- c) 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 full implementation of the plan.

1 PURPOSE OF REPORT

To:

- i) present to Council the response provided by Lange Design to the feedback received during the community consultation period for the preliminary Pioneer Park Master Plan
- ii) seek Council's acceptance of the finalised Pioneer Park Landscape Master Plan.

2 INTRODUCTION/BACKGROUND

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

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

This preliminary master plan was presented to Council at the 20 May 2024 Council Meeting, with the following decided:

[MINUTE NO. 24/0172](#)

DECISION

[Cr Terrett/Cr Andrews](#)

That Council:

- i) [Accept in principle the Pioneer Park Master Plan and release for further public comment;](#)
- ii) [Consider funding the minor works of the plan in future Council budgets, and request Council Officers to seek external grants to assist with the implementation of the full plan.](#)

[Carried Unanimously](#)

[Voting for the Motion:](#)

[Deputy Mayor Lambert, Cr Andrews, Cr Archer, Cr Brooks, Cr Terrett](#)

[Voting Against the Motion:](#)

[Nil](#)

The preliminary Master Plan was released for community consultation across the month of August 2024, with the plan being on display at the Evandale Community Centre and Council Offices, and on Council's website and facebook page.

Four responses were received. These were collated and forwarded to Lange Design. The response received from Lange Design is held as an Attachment.



3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

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

Progress: Economic health and wealth - grow and prosper

Strategic Project Delivery - Build Capacity for a Healthy Wealthy Future

Strategic outcomes:

- 2.1 Strategic, sustainable, infrastructure is progressive

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

Place: Nurture our heritage environment

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

Strategic outcomes:

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

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

Not applicable.

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

Costing of specific components of the finalised Pioneer Park Master Plan will be determined as required for consideration in Council annual budget deliberations, and/or for funding applications to grant programs as such opportunities arise.

7 RISK ISSUES

Failure to improve Pioneer Park's facilities and presentation will continue to deter significant numbers of locals and visitors from pursuing physical and relaxing activities in the park, and will detract from the town's visitor appeal.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.



9 COMMUNITY CONSULTATION

The preliminary Master Plan was released for community consultation across August 2024.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either:

- i) accept or not accept the finalised Pioneer Park Master Plan; and
- ii) note the Lange Design response to the community consultation report, or request further information from Lange Design.

11 OFFICER'S COMMENTS/CONCLUSION

The community feedback received was comprehensive and Lange Design has provided responses to the issues and suggestions raised during the community consultation period.

12 ATTACHMENTS

1. Pioneer Park Master Plan 4.12.2024 [**14.2.1** - 1 page]
 2. PIONEER PARK LANDSCAPE MASTER PLAN Community Feedback - LD Feedback 031224 [**14.2.2** - 9 pages]
-



14.3 PRESERVING AND PROMOTING THE HISTORY OF THE TOWNSHIP OF PERTH

Responsible Officer: Des Jennings, General Manager

Report prepared by: Lorraine Green, Project Officer

RECOMMENDATION

That Council note the avenues via which Council works to preserve and promote the history of Northern Midlands townships.

1 PURPOSE OF REPORT

The purpose of the report is to respond to the Motion on Notice – Promote and Preserve History of Perth - that was tabled at the 2024 Council Annual General Meeting.

2 INTRODUCTION/BACKGROUND

An action arising from Council's 2024 Annual General Meeting was "Council Officers to prepare a report to be presented to the next Council Meeting on the following Motion on Notice: *"The Northern Midlands Council agrees to support projects that preserve and promote the history of the township of Perth."*

Council's Strategic Plan 2021-2027 provides the guidelines within which Council operates. The Mission includes "Place: Environment – Cherish, sustain our Landscapes and Preserve, Protect our Built Heritage for Tomorrow." Council's role in the preservation and promotion of the Northern Midlands history and heritage is further expounded in Council's Arts and Culture Strategy 2024 that states "Council will promote and support activities that celebrate and inform us about the rich history of our region, and the diverse experiences of all its people. Recognition and appreciation of our history, reflected in arts and culture activities, will drive respectful planning to protect our inherent values as we move into the future."

Within the Strategic Plan and the Arts and Culture Strategy Council clearly articulates the role it plays as a Provider, Facilitator and Advocate in promoting and preserving the history of our communities.

One of the key avenues Council has for promoting and preserving our communities' heritage is via Council's Planning role. Local Government is responsible for managing places and precincts of local heritage significance, and Councillors, as a Planning Authority at Council Meetings, consider development applications and make administrative decisions based on the Council's Planning Scheme.

At the strategic level, Council serves to promote and preserve our heritage and town histories via the development, involving extensive community consultation, of master plans for precincts eg. In recent years with regard to Perth, Council has collaborated with relevant stakeholders to develop the South Esk River Master Plan, the Perth Structure Plan, the Sheepwash Creek Master Plan, and the proposed new Perth Sport, Recreation and Community Centre Precinct Concept Plan. These plans will guide future sensitive and sustainable development in the town.

At the 'grassroots' level, Council's role as a provider is predominately through the outdoor works team on-the-ground works. Council's role as a facilitator of, and an advocate for, the promotion and preservation of the history of our towns, involves supporting local groups and networks to champion their local history projects. This can include assisting with the preparation of funding applications to external funding bodies, assisting with navigating Council's development application process, facilitating partnerships with other key stakeholders and potential sponsors, and/or identifying historical resources to underpin projects. Projects in Perth that have come to fruition through this facilitation and advocacy approach include the chainsaw sculptures in the Lions Train Park, the town mural project, the Mill Road Viaduct interpretation panel, the Perth Puntification project, the Path of History town walking guide, the town tear-off business and attraction map, and the Perth sections in Dr Nic Haygarth's book: "The Norfolk Plains – A History of Longford, Cressy, Perth and Bishopsbourne, Tasmania."



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

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
- 3.4 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:

- 4.4 Our heritage villages and towns are high value assets

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

Not applicable.

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

This report has no financial implications.

7 RISK ISSUES

Nil associated with this report.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

9 COMMUNITY CONSULTATION

Not applicable.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either accept or not accept this report on the avenues via which Council works to preserve and promote the history of our Northern Midlands townships, with a particular emphasis on Perth.

11 OFFICER'S COMMENTS/CONCLUSION

Council Officers with a diverse range of roles – planners, outdoor works team members, tourism and events officer, Governance project officer and administrative staff – work on projects as providers, facilitators and/or advocates to preserve and promote the history of our towns.

12 ATTACHMENTS

Nil



14.4 PERTH TRAIN PARK

Responsible Officer: *Des Jennings, General Manager*

Report prepared by: *Lorraine Green, Project Officer*

RECOMMENDATION

That Council note the report and endorse the following way forward with the ongoing development of the Perth Train Park:

- a) Continue to maintain the park and its existing infrastructure; and
- b) Consider the content and type of interpretation regarding the history of trains and Perth provided by the Perth Lions Club, and include the cost of such in future budget deliberations.

1 PURPOSE OF REPORT

The purpose of the report is to respond to the Motion on Notice tabled at the Council's 2024 AGM: 'That Council agrees to finish the work required at Perth Train Park in consultation with the Perth Lions Club to make it more family friendly and to make it a celebration of the history of trains and Perth'.

2 INTRODUCTION/BACKGROUND

The Lions Train Park in Perth has something for all the family: a playground complete with a real steam engine (this 4-8-2 locomotive, known as 'H6', was built in 1951 at the Vulcan Foundry in England, and arrived in Tasmania shortly thereafter), BBQs, chainsaw sculptures and accessible toilets – both with a train station theme. Council has over the years progressively upgraded and developed the park in consultation with the Perth community.

At Council's 20 January 2020 Council considered a proposal to relocate the former Norfolk Street Perth picnic shelter to the Train Park, and to construct a new BBQ shelter at the Train Park. The Council decision was to have the matter discussed with the Perth Lions Club and a report back to the February 2020 Council Meeting (the Minute is held as an Attachment).

Council's Works Manager provided a report to the 16 March 2020 Council Meeting, stating that he had recently met with representatives of the Perth Lions Club and after the Club's 11 February 2020 Meeting, he had been advised by the Club's Secretary that:

- the Perth Lions Club would like the existing shelter at the Train Park to remain and are happy with a new shelter being built instead of re-using the Norfolk Street shelter; and
- the Club is in discussion in relation to the future of the old deconstructed shelter and will advise Council when in that regard in due course, and requested Council continue to store the shelter until that decision had been made.

The Works Manager reported the Club had been advised that the provision of an additional BBQ shelter at the park would be included in the 2020/2021 budget deliberations for consideration.

Subsequently the existing picnic shelter was refurbished and a second BBQ unit installed.

The Club later advised the Works Manager that they had no further use for the former Norfolk Street shelter.

Representatives of the Perth Lions Club recently requested Council construct a new picnic shelter and install more seating in shaded areas of the Train Park. In the Motion in Notice the Club also requested that Council make the park a celebration of the history of trains and Perth.

Council's Works Manager has reviewed these requests and made the following response:

- He is of the opinion the addition of a further picnic shelter would intrude on the park's open space areas, and it was noted that a sheltered BBQ facility is located in Seccombe Street Park adjacent to the newly installed half-basketball/netball court.



- The Perth Train Park is the most shaded park in the Northern Midlands and he is of the opinion further covered seating is not required in the park.
- That the Lions Club research the history of trains and Perth and advise Council of the type and content of the interpretation proposed, for Council's consideration and inclusion in future budget deliberations. (It is noted Council staff have obtained a copy of the booklet "The Brief History of the Launceston Western Railway 1867-1904" that may assist the Club with this project).

The Works Manager proposes the following way forward with the future development of the Train Park: that Council:

- Continue to maintain the park and its existing infrastructure (noting that the development of the Seccombe Street Park and associated play areas, and the Napoleon Street Park and associated playground, will spread locals and visitors across these three parks, and also the William Street Reserve, thus lessening the number of people utilising the facilities at the Train Park); and
- Consider the content and type of interpretation regarding the history of trains and Perth provided by the Perth Lions Club, and include the cost of such in future budget deliberations.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

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

Progress: Economic health and wealth - grow and prosper

Strategic Project Delivery - Build Capacity for a Healthy Wealthy Future

Strategic outcomes:

- 2.1 Strategic, sustainable, infrastructure is progressive

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

Place: Nurture our heritage environment

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

Strategic outcomes:

- 4.4 Our heritage villages and towns are high value assets

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

Not applicable.



5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

It was estimated in 2020 there the cost of constructing a new 6m x 4m shelter would be approximately \$75,000.

During 2024, Council expended:

- \$ 72,000 on Shelter and Amenities; and
- \$132,000 on Play Equipment Upgrades.

7 RISK ISSUES

There are no risk issues associated with this report.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

9 COMMUNITY CONSULTATION

The Perth Lions Club has made the proposed improvement suggestions on behalf of the Perth community.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either endorse or not endorse the way forward with the ongoing development of the Perth Train Park as documented above by the Works Manager.

11 OFFICER'S COMMENTS/CONCLUSION

The Perth Train Park is a popular rest and recreation area for Perth locals and visitors to the town. Council has developed the park over the years in consultation with the Perth community and will continue this approach into the future.

12 ATTACHMENTS

1. 2020-01-20 Minutes Open Council- train park [**14.4.1** - 5 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

RECOMMENDATION

That Council:

- i) receive and note the Monthly Financial Report for the period ending 31 December 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: 31-Dec-24 6

A. Operating Income and Expenditure						
	Budget	Year to Date Budget 25%	Actual	(\$,000)	Target 100%	Comments
Rate Revenue	-\$14,648,178	-\$14,648,178	-\$14,470,008	-\$178	98.8%	Raised in July 2024
Recurrent Grant Revenue	-\$5,585,973	-\$3,258,484	-\$612,608	-\$2,646	18.8%	75% FAGS grants paid 23/24
Fees and Charges Revenue	-\$3,112,403	-\$1,556,202	-\$1,804,083	\$248	115.9%	
Interest Revenue	-\$879,650	-\$439,826	-\$230,080	-\$210	52.3%	Timing variance
Reimbursements Revenue	-\$119,799	-\$59,900	-\$68,998	\$9	115.2%	
Other Revenue	-\$2,257,598	-\$1,128,799	-\$439,957	-\$689	39.0%	Timing variance
	-\$26,603,601	-\$21,091,388	-\$17,625,734	-\$3,466	83.6%	
Employee costs	\$8,432,058	\$4,216,029	\$4,336,930	-\$121	102.9%	
Material & Services Expenditure	\$6,982,777	\$3,491,389	\$4,028,959	-\$538	115.4%	
Depreciation Expenditure	\$7,656,898	\$3,828,449	\$3,828,449	\$0	100.0%	



Government Levies & Charges	\$1,238,375	\$619,188	\$508,295	\$111	82.1%	
Councillors Expenditure	\$225,424	\$112,712	\$122,180	-\$9	108.4%	
Interest on Borrowings	\$22,225	\$11,113	\$0	\$11	0.0%	
Other Expenditure	\$1,044,080	\$522,040	\$909,509	-\$387	174.2%	Pensioner Rebates
Plant Expenditure Paid	\$601,400	\$300,700	\$1,003,585	-\$703	333.7%	
	\$26,203,237	\$13,101,619	\$14,737,907	-\$1,636	112.5%	
	-\$400,364	-\$7,989,770	-\$2,887,827			
Gain on sale of Fixed Assets	\$0	\$0	-\$67,044	\$67	0.0%	
Loss on Sale of Fixed Assets	\$418,967	\$209,484	\$57,451	\$152	27.4%	*Asset recognition EOY
Underlying (Surplus) / Deficit	\$18,603	-\$7,780,286	-\$2,897,420			1*
	\$0		\$0			
Capital Grant Revenue Subdivider	-\$14,135,645	-\$7,067,823	-\$723,802	-\$6,344	10.2%	
Contributions	-\$375,608	-\$187,804	0	-\$188	0.0%	* Not recognised until EOY
Capital Revenue	-\$14,511,253	-\$7,255,627	-\$723,802			

Budget Alteration Requests		Budget	Budget	Actuals	
- For Council authorisation by absolute majority		Operating	Capital		
<i>Capital works budget variances above 10% or \$10,000 are highlighted</i>					
December					
Original Budget Operating Surplus		\$18,603			Note number of Financial Reports
- Interest on Investments	100300	-\$25,000		1	Additional revenue
- General Governance Consultancy	101000	\$50,000		1A	Additional expenditure
- Consultancy Meeting Procedures	101010.068	\$39,800		1B	Additional expenditure
- Consultancy Perth Precinct Plan	101010.07	\$5,300		1C	Additional expenditure
- Election Roll Maintenance	102200	\$3,638		2	Additional expenditure
- Councillor Expenses consultancy	102950	\$25,000		2A	Additional expenditure
- Australia Day Grant	104450	-\$8,000		3	Grant received - op
- Australia Day Event	104901	\$8,000		4	Grant expenditure
- Rate Certificate Revenue	202100	-\$20,000		5	Additional revenue
- Childcare Grant Working Together	501300.3	-\$46,196		6	Grant received - op
- Property purchases to Capital	104229		\$237,600	7	Capital expenditure
- Emergency Evacuation Centres	304300	-\$10,000		8	Grant received - op
- Emergency Evacuation Centres	304349	\$10,000		8A	Grant expenditure
- Social Cohesion Grant	518028	-\$1,950		8B	Grant received - op
- Social Cohesion Grant Event expenditure	506915	\$1,950		8C	Grant expenditure
- Other Planning Reimbursements	323201	\$62,244		9	Reduced income
- Plumbing Services	323660	\$50,000		9A	Additional expenditure
- Hobart Road - Vulnerable Road Users	325038		-\$164,418	10	Grant received - cap
- Seacombe Street - Vulnerable Road Users	325046		-\$25,000	10A	Grant received - cap
- Stormwater Developer contributions	326620	-\$10,000		11	Additional revenue - new charge
- Cressy Urban Stormwater	420450	-\$24,229		12	Tfr to Capital
- Cressy Pool Fee Revenue	517750	-\$10,000		13	Additional revenue
- Community Infrastructure RTRC2	509030		-\$99,384	14	Grant received - cap
- Exercise Equip - Ross reserve	515700		-\$9,091	14A	Grant received - cap
- Campbell Town Rec redevelopment	515778.6		-\$20,000	14B	Grant received - cap
		\$119,160	-\$80,293		Additional Staff Resources
- Wages & Oncosts					
New Operating Deficit		\$119,160			
Change = Surplus to Deficit		\$100,557			



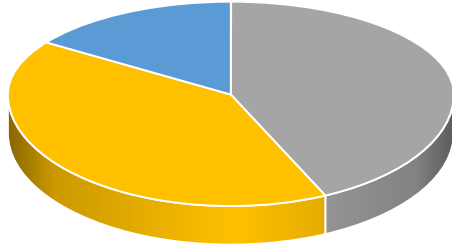
Capital Works					
Computer System Upgrades	715300	-\$200,000		C1	Reduce Budget
Fleet 132 - Tilt Trailer for Parks & Reserves	700132	\$16,300		C2	Allocate Budget
Lfd - Victoria Square Tree Lighting	707982	\$15,000		C3	Allocate Budget
Lfd - Caravan Park Amenities	707758	\$223,176		C4	Additional Budget
Ctown - Rec Complex Hot Water improvements	707805.84	\$30,000		C5	Maintenance
Property purchases (authorised by Council)	104229	\$237,600			Purchases
New Projects					
Bridge 3972 - Bulwer Street over Back Creek		\$250,000			New Project
Change in Capital Budget		\$572,076			
Adjustments		\$322,076			
New Major Projects		\$250,000			
		\$572,076			
<p>**Additional Capital budget allocation to be funded from projects deferred in 2024/25, grant funding, or infrastructure reserves and funded in 2025/26 Budget.</p>					
Fees & Charges					
Fees & Charges Reviewed as marked in red					
				From	To
				Nil	

A. 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		\$19,542,340			
- Cash Inflow	\$15,937,386		\$2,182,594			
- Cash Payments	-\$19,489,547		-\$6,010,723			
- Closing Cash balance	\$15,714,211		\$15,714,211			
	-		-			
Account Breakdown						
- Trading Accounts	\$488,458					
- Investments	\$15,225,753					
	\$15,714,211					
	-					
Summary of Investments	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value	
Tasmanian Public Finance Corporation Call Account	1/12/2024	31/12/2024	4.35	\$5,915	\$5,936	
CBA Call Account	6/12/2024	6/12/2024	0.25	\$0	\$0	
CBA Business Online Saver	18/12/2024	31/12/2024	4.35	\$504	\$505	
Westpac Corporate Regulated Interest Account	1/12/2024	31/12/2024	4.35	\$1,475,628	\$1,475,628	
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	18/12/2024	16/06/2025	5.05	\$3,743,707	\$3,836,940	
My State Financial - Online Saver Business	1/12/2024	31/12/2024	0.00	\$25	\$25	
Westpac	25/11/2024	24/04/2025	4.98	\$3,000,000	\$3,061,397	



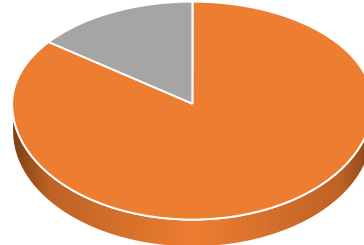
Westpac	26/09/2024	28/01/2025	4.94	\$2,000,000	\$2,033,565	
Westpac	26/09/2024	26/02/2025	4.99	\$3,000,000	\$3,062,751	
Total Investments				\$15,225,778	\$15,496,294	

Investments by Institution



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

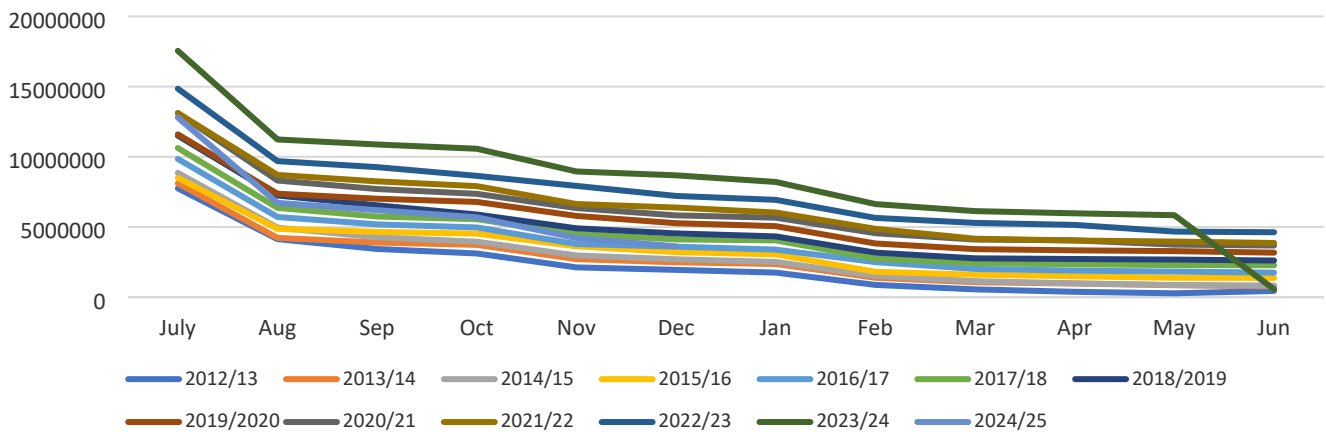
Total Investments by Rating (Standard & Poor's)



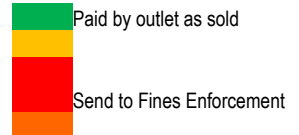
■ AA+ ■ AA- ■ BBB ■ Unrated

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	\$667,858		
- 30 Days	\$278,839		
- 60 Days	\$130,752		
- 90 Days	\$11,990		
- More than 90 days	\$246,277		
Summary of Accounts more than 90 days:	-		
- Norfolk Plains Book sales	-		
- Hire/lease of facilities	7,569		
- Removal of fire hazards	17,029		
- Dog Registrations & Fines	19,208		
- Private Works	9,462		





- Regulatory Fees	6,649	
- Govt Reimbursements	186,359	

C. Capital Program					
	Budget	Actual (\$,000)	Target 50%		Comments
Renewal	\$23,951,009	\$4,538,723	19%		
New assets	\$9,921,984	\$2,517,180	25%		
Total	\$33,872,993	\$7,055,903	21%		
Major projects:					
- Ctown Urban Streetscape Improvements	\$8,234,000	\$279,812	3%		Design stage
- Pth Bridge/Culvert Replacements (4)	\$3,331,690	\$32,973	1%		Design stage
- Pth Urban Streetscape Improvements	\$3,141,000	\$476,563	15%		In progress
- Fleet Replacement Program	\$1,632,000	\$936,423	57%		In progress
- Lfd Urban Streetscape Improvements	\$1,670,578	\$596,660	36%		In progress
- Ashby Road reconstruction	\$1,135,790	\$313,786	28%		In progress
- Lfd Caravan Park Amenities replacement	\$625,000	\$725,915	116%		Complete
- Lfd Laycock Street Reserve	\$500,768	\$563,396	113%		Complete
- Elphinstone Road Reconstruction	\$365,000	\$299,962	82%		Substantially complete
- Pth Junior Soccer Field	164,421	\$151,829	92%		Substantially complete

* 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%	82.1%	-27.0%	↘	
- Own Source Revenue / Total Revenue	79%	97%	-17.5%	↘	
Sustainability Ratio					
- Operating Surplus / Operating Revenue	-0.1%	16.4%	-16.5%	↘	
- Debt / Own Source Revenue	35.3%	43.6%	-8.3%	↔	
Efficiency Ratios					
- Receivables / Own Source Revenue	23.2%	52.6%	-29.4%	↘	
- Employee costs / Revenue	31.7%	24.6%	7.1%	↗	
- Renewal / Depreciation	312.8%	118.6%	194.3%	↗	
Unit Costs					
- Waste Collection per bin	\$13.56	\$13.16		↔	
- Employee costs per hour	\$70.27	\$50.23		↗	
- Rate Revenue per property	\$1,916.55	\$1,893.24		↔	
- IT per employee hour	\$5.45	\$5.44		↘	

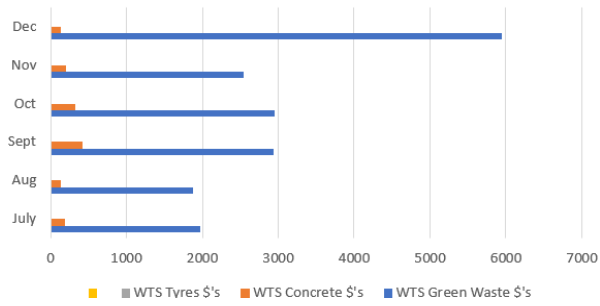


B. Employee & WHS scorecard		
	YTD	This Month
Number of Employees	112	112
New Employees	17	1
Resignations	12	3
Total hours worked	86,348	16,221
Medical Treatment Injury	6	1
Property Damage Incident		0
Safety Incidents Reported	1	0
Hazards Reported Workplace	0	0
Inspections	49	36
Risk Incidents Reported	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	0

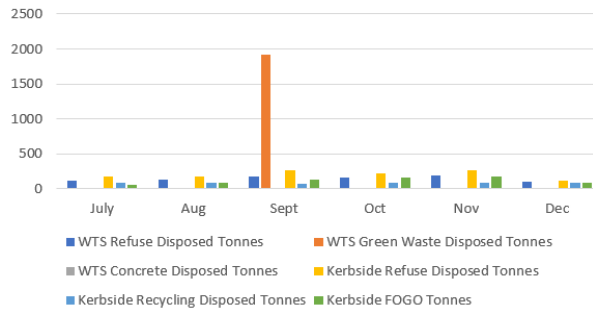
C. Waste Management					
Waste Transfer Station	2022/23	2023/24	2024/25 Budget Year to Date	2024/25	
Takings					
- Refuse	\$146,790	\$148,749	\$58,478	\$97,238	% change for same period last year 97%
- Green Waste	\$77,811	\$60,216	\$23,928	\$18,242	% change for same period last year 0%
- Concrete	\$4,861	\$4,767	\$1,875	\$1,398	% change for same period last year -100%
- Tyres	257	\$0	\$2,083	\$0	
Total Takings	\$229,719	\$213,732	\$86,364	\$116,878	
Tonnes Disposed					
WTS Refuse Disposed Tonnes	1298	1276	532	851	% change for same period last year 97%
WTS Green Waste Disposed Tonnes	5970	0	2,221	1920	0%
WTS Concrete Disposed Tonnes	0	0	-	0	0%
Kerbside Refuse Disposed Tonnes	2341	2507	1,045	1189	% change for same period last year -36%
Kerbside Recycling Disposed Tonnes	1035	1029	429	497	% change for same period last year -35%
Fogo Disposed Tonnes	488	1308	545	683	% change for same period last year -31%
Total Waste Tonnes Disposed	11132	6120	4771	5140	



Waste Transfer Station Fees \$



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: COUNCILLORS ALLOWANCES, TRAVELLING AND OTHER EXPENSES

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager

RECOMMENDATION

That Council endorse the amended Councillors Allowances, Travelling and Other Expenses Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council endorsement of the updates to the Councillors Allowances, Travelling and Other Expenses Policy.

2 INTRODUCTION/BACKGROUND

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

AMENDMENTS:

1. COUNCILLOR'S TRAVELLING EXPENSES

1.3 For the purpose of the "Corporation's business solely" the following policy is to apply:

...

ii) Travelling outside the circumstances of (i) above, either generally or specifically up to 3,000 ~~2,000~~ kms or 12,000 ~~10,000~~ kms for the Mayor per annum in excess of which Council to consider claims submitted.

OR

1.4 In relation to policy provision 1.3 above, the policy does not apply if the Mayor opts to be provided exclusive use of a Council vehicle. In such circumstance, the vehicle is to be commensurate with the position of Mayor.

6. CONFERENCES & SEMINARS

Council will make a budget allocation each year to reimburse delegates registration, travel costs and accommodation expenses ('mini-bar' expenses limited to \$20 ~~\$10~~ per day). Partners will be reimbursed for meals at state conferences and the 'major dinner' at Federal conferences.

...

Attendance to all conferences, seminars and training sessions with a cost in excess of \$300 ~~\$200~~ are to be in compliance with a resolution of the Council, except on emergency situations, where approval must be given by a unanimous approval from Council Executive.

ADDITIONAL CLAUSE WITHIN POLICY:

11. OTHER EXPENSES THE COUNCIL DETERMINES APPROPRIATE

The Council has determined that councillors are entitled to be reimbursed such expenses incurred by them in legal proceedings arising out of or in connection with the performance of their official duties as are approved by the council in accordance with the document annexed to this policy entitled "Legal Assistance for Councillors" adopted XX XXXXXXX 2025- Min No. XX/XXX.



ADDITION OF ANNEXURE TO POLICY:

ANNEXURE:

LEGAL ASSISTANCE FOR COUNCILLORS

Applicable Legislation: Local Government Act 1993 (Act), s. 25(5), s. 63(2), and Schedule 5
Legal Profession Act 2007

1. PURPOSE

The Council has adopted in accordance with clause 1(1) in Schedule 5 to the Act a policy in respect of payment of expenses incurred by councillors in carrying out the duties of their office.

The Council has determined to amend the policy to bring within the policy expenses incurred by councillors in legal proceedings arising out of or in connection with the performance of their official duties as councillors, the Council being satisfied that it may in particular circumstances determine in its discretion that it is appropriate to reimburse such expenses.

2. DEFINITIONS

In this document:

approval means an approval given by the Council under clause 4.1;

approved lawyer means:
(a) an Australian legal practitioner, as that term is defined in s. 6 of the Legal Profession Act 2007;
(b) who is a legal practitioner associate within the meaning of s. 7(2) of the Legal Profession Act 2007 and is, as a sole practitioner or an associate of a law practice, on the Council's panel of legal service providers; and
(c) is approved in writing by the Council or the General Manager under delegated authority;

councillor means a current or former councillor as defined in s. 3 of the Act, and for the purposes of this document shall be taken to include a person who is not a councillor but is appointed by the Council to a special committee under s. 24(2) of the Act, and who applies for approval under clause 4.1 in respect of legal representation costs incurred in connection with a legal proceeding that arises out of or in connection with that person's service on a special committee;

functions includes functions, powers and duties;

legal proceeding means litigation either commenced or threatened in a court or tribunal of competent jurisdiction, be it civil, criminal or investigative jurisdiction;

legal representation means the provision of legal services by an approved lawyer, to or on behalf of a councillor, in connection with a legal proceeding, including advice and representation.

legal representation costs are costs, including fees and disbursements, properly incurred in providing legal services.

legal services includes advice, representation or documentation that is provided by an approved lawyer.

payment by the Council of legal representation costs may be either by –
(a) a direct payment to the approved lawyer (or the relevant firm); or
(b) a reimbursement to the councillor.

3. PAYMENT CRITERIA

3.1 The Council will have regard to the following criteria in determining whether it will approve payment of the legal representation costs of a councillor:

- (a) The legal representation costs must relate to a matter that arises out of or in connection with the performance, by the councillor, of his or her functions as a councillor.
- (b) The legal representation costs must be in respect of a legal proceeding.
- (c) The Council must be satisfied that the councillor acted in good faith and in the exercise or purported exercise of any power conferred on the councillor, or of any function imposed on that person, and did not act in a way that constituted improper conduct.



(d) *The legal representation costs must not relate to a matter that is of a personal or private nature.*

4. LEGAL REPRESENTATION COSTS THAT MAY BE APPROVED

4.1 *If the criteria in clause 3 of this policy are satisfied, the Council may approve the payment of legal representation costs, upon such terms and conditions as the Council in its absolute discretion determines.*

NOTE: Non-exhaustive examples of circumstances in which it may do so include the following:

(a) *To enable a councillor to respond to, and if necessary defend in litigation, allegations of defamation or negligence in connection with the performance of his or her functions.*

(b) *To enable a proceeding, such as to obtain some form of restraining order or injunction, to be commenced and/or maintained in the name of a councillor as claimant or plaintiff in order to overcome resistance or obstruction to the proper performance of a councillor's powers, functions or duties, or where the conduct of a person has real potential to cause serious harm to the community's confidence in the Council, its councillors, and/or its employees, but only where the councillor is the only person with standing to bring the proceeding or is a necessary or appropriate party to the proceeding.*

4.2 *In the case of a proceeding involving a code of conduct complaint against a councillor, legal costs will only be reimbursed where the Code of Conduct Panel makes a finding substantially favourable to the councillor after it has conducted a formal investigation of the matter of complaint.*

5. APPLICATION FOR PAYMENT

5.1 *A councillor who seeks assistance under this policy is to make an application in writing:*

(a) *In cases where a delay in the approval of an application will be detrimental to the legal rights of the applicant, to the General Manager to be determined by the General Manager; and*

(b) *otherwise, to the General Manager to be determined by the Council.*

5.2 *The application is to give details of:*

(a) *the proceeding for which legal representation is sought;*

(b) *how the proceeding relates to the functions of the councillor making the application;*

(c) *the lawyer (or law firm) who is to be asked to provide the legal representation;*

(d) *a description of the legal services to be sought;*

(e) *an estimate of the legal representation costs; and*

(f) *why it would be in the interests of the Council for approval to be given.*

5.3 *The application is to contain a declaration by the applicant that he or she has acted in good faith, and has not acted unlawfully or in a way that constitutes improper conduct, in relation to the matter to which the application relates.*

5.4 *As far as reasonably practicable, the application is to be made before commencement of the legal representation to which the application relates.*

5.5 *The application is to be accompanied by a signed statement by the applicant that he or she:*

(a) *has read, and understands, the terms of this document;*

(b) *acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 9 and any other terms and conditions to which the approval is subject; and*

(c) *undertakes to repay to the Council any legal representation costs in accordance with the provisions of clause 9.*

5.6 *If a councillor to whom an approval has been given becomes entitled to receive any payment of costs, damages, or other monetary compensation in respect of the proceeding, that person must give to the person required to make such payment an irrevocable authority and direction to make such payment to the Council in such amount as the Council directs the councillor to so authorise and direct, and to do so before making any payment to the councillor.*

5.7 *An application is to be accompanied by a report prepared by the General Manager.*



6. LEGAL REPRESENTATION COSTS – LIMIT

6.1 The Council in approving an application in accordance with this policy is to set a limit on the costs to be paid, having regard to the estimated costs in the application.

6.2 A councillor may make a further application to the Council in respect of the same proceeding.

7 COUNCIL'S POWERS

7.1 The Council may in respect of an application:

(a) seek any further information, including details of any insurance held by the councillor that might provide indemnity against liability for the legal representation costs; and

(b) refuse approval; or

(c) grant approval; or

(d) grant approval subject to conditions.

7.2 Conditions imposed under clause 7.1(d) may include, but are not limited to:

(a) a financial limit; and/or

(b) a requirement to enter into a formal agreement for approval and repayment, including the provision of such security for repayment as the Council shall require pursuant to this clause 7 or clause 9.

7.3 In assessing an application, the Council may have regard to any insurance benefits that are available to the applicant under any policy of insurance that would provide full or partial indemnity in any form against liability of the councillor in respect of the legal representation costs.

7.4 The Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.

7.5 The Council may, subject to clause 7.6, determine that a councillor whose application for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved:

(a) not acted in good faith, or acted unlawfully or in a way that constitutes improper conduct; or

(b) given false or misleading information in respect of the application; or

(c) breached any term or condition of the approval.

7.6 A determination under clause 7.5 (a) on the ground that a councillor has acted unlawfully may be made by the Council only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.

7.7 Where the Council makes a determination under clause 7.5, the Council may, in its absolute discretion, determine that the whole or any part of the legal representation costs paid by the Council are to be repaid by the councillor in accordance with clause 9.1(b).

8 APPROVAL OF PAYMENT FOR LEGAL REPRESENTATION COSTS IN EXCEPTIONAL CIRCUMSTANCES

8.1 In the case of an urgent application under clause 5.1(a), the General Manager, the Mayor, or the Deputy Mayor may exercise, on behalf of the Council, any of the powers of the Council under clause 7.1(c) or clause 7.1(d) and 7.2, to a maximum of \$10,000 in respect of each application.

8.2 An application approved by the General Manager under clause 8.1, is to be submitted to the next ordinary meeting of Council, whereupon Council may exercise any of its powers under this policy, including its powers under clause 7.4.

9 REPAYMENT OF LEGAL REPRESENTATION COSTS

9.1 A councillor whose legal representation costs have been paid by the Council is to repay to the Council:

(a) all or such part of those costs as the Council in its absolute discretion determines, having regard to any amount the councillor is entitled to recover from another party in respect of the legal representation costs, and regardless of whether the councillor takes action to recover such costs;

(b) all or such part of those costs as the Council has determined are to be repaid pursuant to clause 7.7.



9.2 The Council may determine:

- (a) that the whole of any amount that is to be repaid to the Council pursuant to clause 9.1 be paid in one amount and the date on which that amount is due and payable; or
- (b) that the amount to be repaid may be paid by instalments, in which case it shall fix the amount of each instalment and the date on which each instalment is due and payable.

9.3 Any amount to be repaid to the Council pursuant to clause 9.1 shall be due and payable not later than such date as the Council has determined under clause 9.2.

9.4 The Council may take action in a court of competent jurisdiction to recover any amount due to it under this document. If the Council has determined that an amount may be paid by instalments, then upon default in payment of any instalment by the due date for that instalment, the whole of the balance amount outstanding shall become immediately due and payable.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

- 1.2 Councillors serve with integrity and honesty
- 1.3 Management is efficient, proactive and responsible

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

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

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

As per policy provisions.

7 RISK ISSUES

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

11 OFFICER'S COMMENTS/CONCLUSION

That Council consider the policy amendments and additions as highlighted in the attached marked-up policy document.

12 ATTACHMENTS

1. Amended - Councillors Allowances Travelling and Other Expenses Policy [15.2.1 - 9 pages]
2. Current Endorsed - Councillors Allowances Travelling and Other Expenses Policy [15.2.2 - 4 pages]



15.3 NEW POLICY: LEGAL ASSISTANCE FOR EMPLOYEES

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager

RECOMMENDATION

That Council endorse the Legal Assistance for Employees Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of the newly developed Legal Assistance for Employees Policy.

2 INTRODUCTION/BACKGROUND

The Council has adopted in accordance with clause 1(1) in Schedule 5 to the Act a policy in respect of payment of expenses incurred by councillors in carrying out the duties of their office.

That policy includes expenses incurred by councillors in legal proceedings arising out of or in connection with the performance of their official duties as councillors, the Council being satisfied that it may in particular circumstances determine in its discretion that it is appropriate to reimburse such expenses.

The Council has determined that, having regard to sections 28(2)(b)(iii) and 63(2) of the Act, this particular reimbursement benefit should also be available to Council employees in appropriate cases, on the same terms and conditions as it will be available to councillors.

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

Development of new policies is essential to provide direction and clarity to both Councillors, Council Officers and the general public in order to provide consistent service in a professional and ethical manner.

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

5 STATUTORY REQUIREMENTS

Local Government Act 1993 s. 28(2)(b)(iii) and s. 63(2)

Legal Profession Act 2007

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 draft policy as presented; or
- endorse the draft policy with amendments; or
- receive the report and not endorse the draft policy.

11 OFFICER'S COMMENTS/CONCLUSION

That Council receive the report; and consider the draft policy as presented.

12 ATTACHMENTS

1. Legal Assistance for Employees Policy [**15.3.1** - 4 pages]
-



15.4 REQUEST FOR MEMORANDUM OF UNDERSTANDING FOR NORTHERN MIDLANDS COUNCIL VOLUNTEER SES UNIT AT CAMPBELL TOWN

Responsible Officer: *Des Jennings, General Manager*

Report prepared by: *Maree Bricknell, Corporate Services Manager*

RECOMMENDATION

That Council agree to enter into a Memorandum of Understanding with the Tasmanian State Emergency Service in relation to the provision and maintenance of the Northern Midlands Volunteer SES Unit at Campbell Town from 28 February 2025 commencing at \$15,000 per annum plus Hobart CPI (June quarter) for the first 3 year period.

1 PURPOSE OF REPORT

The purpose of this report is for Council to consider a request from the Tasmanian State Emergency Service (SES) to enter into a Memorandum of Understanding solely in relation to the provision and maintenance of the Northern Midlands Volunteer SES Unit at Campbell Town.

2 INTRODUCTION/BACKGROUND

The purpose of the Memorandum of Understanding (MOU) is to define the responsibilities of the SES, and Northern Midlands Council solely in relation to the provision and maintenance of the Northern Midlands Volunteer SES Unit.

The MOU commits each party for a period of 3 years commencing from 28 February 2025 or another date agreed by both parties.

Part of the MOU is that both parties commit to an annual management review process to confirm successful performance of responsibilities and identify any issues for discussion; and prior to completion of the term of the agreement create an opportunity to consider future arrangements either by extension of development or a new MOU which may be negotiated by both parties.

Recurrent costs expected to be covered by Council's MOU contributions include:

- costs associated with official internet access and data allowances and official mobile telephone calls;
- SES operational vehicle annual registration, running and maintenance costs;
- costs associated with purchase, maintenance and or replacement of any equipment where alternative funding options are not available;
- costs associated with catering during training and operational activities;
- administrative costs related to printing, postage, photocopying and similar office requirements; and
- provision of, or costs associated with consumable safety material and products to SES volunteers.

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

The SES currently own the emergency vehicles at Campbell Town.

5 STATUTORY REQUIREMENTS

State Emergency Services Act and Local Government Act.

6 FINANCIAL IMPLICATIONS

Under the MOU Council will provide an annual budget allocation for recurrent costs associated with the day to day running of the Northern Midlands SES Unit.

The annual budget allocation expected by SES is:

2024/25 \$15,000 pro rata in first year

2025/26 \$15,750

2026/27 \$16,500

The SES will provide quarterly reporting of accounts to the Northern Midlands Council.

This compares with current expenditure of between \$7,578 – \$10,165 per annum, including headquarters expenses and insurance of equipment.

It should be noted that the Unit will soon relocate to the new Tasmanian Fire Service headquarters and leave the small shed located at the Campbell Town Works Depot.

7 RISK ISSUES

The following risks have been identified:

- the Northern Midlands Volunteer SES Unit will relocate operations from the Tas Fire Service which will mean no control of headquarters; and
- the SES will have full responsibility for maintenance, and operation of all vehicles and equipment

8 CONSULTATION WITH STATE GOVERNMENT

SES has approached Council officers with the draft MOU based on a similar agreement with other councils which has resulted in the request to Council.

Volunteer SES unit members will be recruited, trained and managed under the supervision of SES.

9 COMMUNITY CONSULTATION

The local SES Unit at Campbell Town has been a very active service in the community, and its relocation to the Fire Station will hopefully encourage more community members to be involved.

10 OPTIONS FOR COUNCIL TO CONSIDER

The Council can:

- agree to the proposed MOU with SES; or
- agree to a modified MOU with SES; or
- not agree to the proposed MOU with SES.

11 OFFICER'S COMMENTS/CONCLUSION

Whilst the actual dollar value of the MOU is more significant than the current budget allocation, the unit's significant community service value to our region should not be taken lightly.

The level of involvement / responsibility of the Council is at arm's length under the proposed MOU, it is therefore recommended that the MOU be agreed to and signed with an annual budget allocation commencing at \$15,000 plus Hobart CPI (June quarter) for the first 3 year period.

12 ATTACHMENTS

1. MOU Northern Midlands August 2024 [15.4.1 - 8 pages]



15.5 POLICY REVIEW: INFORMATION AND COMMUNICATION TECHNOLOGY RESOURCES AND ELECTRONIC COMMUNICATIONS ACCEPTABLE USE

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Jeremiah Horne, IT Systems Officer

RECOMMENDATION

That Council endorse the amended Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council endorsement of the updates to the Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy.

2 INTRODUCTION/BACKGROUND

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

AMENDMENTS:

POLICY STATEMENT

The Council may provide information and communication technology (ICT) equipment and services to Councillors and employees to assist them to perform their work. Generally this includes computing hardware, software, e-mail, the Internet, facsimiles, and Council data and information – collectively ICT resources.

...

This policy provides specific instructions on the ways to use ICT resources and electronic communications (including email, and internet and faxes) and the purpose is to ensure that electronic communications are properly used and are protected from a variety of threats such as error, fraud, copyright violation and sabotage.

GOALS

...

- Councillors and Staff use of ICT resources complies with legal and ethical standards and standards of interpersonal interaction;

...

BRING YOUR OWN DEVICE / IoT DEVICES

The usage of non-council owned (BYOD) electronic devices such as mobile phones and computers on the Northern Midlands Council network, and the purchase and usage of Internet of Things devices such as smart appliances on the Northern Midlands Council network, will be approved on a case by case basis by the IT Systems Officer and/or Corporate Services Manager after consultation with either the IT Officer or an external IT specialist.

APPROPRIATE USAGE

...

When using e-mails and faxes remember you are sending/receiving information on behalf of the Council. The Council's electronic communication system must not be used in a manner that could adversely impact on the reputation of Council.

The following Notice and Disclaimer will be attached to all outgoing e-mails:

Northern Midlands Council Confidentiality Notice and Disclaimer

...



Users are forbidden from using council's electronic communications systems for soliciting, for charitable endeavours (excepting if authorised by Management), for private business activities or personal financial gain, gaining unauthorised access to a computer system, or other non-council activities.

...

AI USAGE

Northern Midlands Council is committed to harnessing the power of Artificial Intelligence (AI) to enhance operational efficiency, foster innovation, and drive informed decision-making. Employees must exclusively use Microsoft Copilot as the AI platform for all AI-related tasks and activities, as it has backend controls for Data Loss Prevention (DLP). All AI technologies and applications used within the organisation must adhere to councils' ethical standards, ensuring transparency, fairness, and accountability. AI systems must be deployed with the utmost consideration for privacy, security, and compliance with applicable laws and regulations. Staff are strictly prohibited from using OpenAI's platforms, including ChatGPT, for any organisational purposes. This measure ensures that confidential information does not leave the organisation without authorisation of the relevant person. Continuous monitoring and evaluation of AI systems will be conducted to ensure they align with organisational values and goals. Any potential risks or biases identified in AI algorithms must be addressed promptly to uphold the integrity and trustworthiness of AI-driven processes.

USER ACCOUNTABILITY

Many of the threats to information security occur due to ordinary lapses of security in the workplace rather than planned attacks on the Council. Common events are: the loss of work that has not been backed up or stored correctly on the Council's electronic document management system, Technology One ECM; leaving a logged in computer unattended; sharing passwords; and the introduction of viruses via e-mail and USB drives.

...

INFORMATION SENSITIVITY

...

~~Delete unneeded messages, sent and received. Maintain your in-boxes and out-boxes so that they contain as few messages as possible.~~

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

- 1.2 Councillors serve with integrity and honesty
- 1.3 Management is efficient, proactive and responsible

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

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

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

Not applicable.



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

11 OFFICER'S COMMENTS/CONCLUSION

That Council consider the policy amendments and additions as highlighted in the attached marked-up policy document.

12 ATTACHMENTS

1. Amended - Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy [15.5.1 - 4 pages]
 2. Current Endorsed - Information and Communication Technology Resources and Electronic Communications Acceptable Use Policy [15.5.2 - 4 pages]
-



15.6 POLICY REVIEW: INFORMATION TECHNOLOGY SECURITY

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Jeremiah Horne, IT Systems Officer

RECOMMENDATION

That Council endorse the amended Information Technology Security Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council endorsement of the updates to the Information Technology Security Policy.

2 INTRODUCTION/BACKGROUND

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

AMENDMENTS:

2. APPLICATION

...

- Inbound email traffic is proactively filtered for spam and malware, and URLs in emails proactively checked to limit the risk of users inadvertently clicking through to malicious websites. All email is archived in a third party system to prevent users from permanently deleting council information, whether inadvertently or with malicious intent;

...

- Where possible, two factor authentication is enabled for highly privileged user all staff accounts, e.g. the IT Systems Officer

3. DATA BREACHES

Any individual who suspects that a theft, breach or exposure of Northern Midlands Council data has occurred must provide a description of what occurred to their manager or to the IT Systems Officer as soon as practically possible, after

...

ADDITIONAL CLAUSE WITHIN POLICY:

5. IT RESOURCES DOCUMENTATION

Due to the extensive IT network operated by the NMC, IT Officers will document each piece of IT infrastructure, including updating such documentation when a piece is added, removed, or upgraded.

AMENDMENTS:

5.6. EMAIL POLICY (ELECTRONIC COMMUNICATIONS)

6-7. PASSWORD PROTECTION POLICY

...

USER PASSWORDS MUST:

- Be a minimum of 8-14 characters long unless the user has Multifactor Authentication (MFA) setup, wherein the length will be 8 characters;

...

- If an account does not have MFA, it must be changed on a regular basis. Policies will be maintained on Northern Midlands Council's network to enforce password changes at least every 190 days.



USER PASSWORDS MUST NOT:

...

- Contain the names or birthdays of family members;
- Include any years between 1900 and the current year plus one, including two-digit representations (e.g., '94' for 1994);

...

7-8. REMOTE ACCESS POLICY

To enable access to network resources from outside Northern Midlands Network, remote access is available to staff. Generally this will be by means of a **Virtual Private Network (VPN)** connection into our network, with access controlled by the user's normal network username and password.

...

Where possible, remote access must be accompanied by a Multifactor Authentication method. For example, staff access must have MFA, however a remote network resource, may not implement any MFA methods.

8-9. SERVER SECURITY POLICY

9-10. SOFTWARE INSTALLATION POLICY

...

Staff will not **generally** be given local administrator privileges on their council owned computers unless there is a specific **and important** need for this access.

...

Council owned mobile devices (tablets / phones) are to be enrolled in Council's Mobile Device Management platform.

10-11. STAFF ONBOARDING / OFFBOARDING POLICY

...

WHILE EMPLOYED

As a staff member takes on new duties that require additional accesses, these accesses must be recorded, and reviewed when a new employee takes on the same role.

OFFBOARDING

When staff members **with IT access** cease employment at the Northern Midlands Council, the People and Culture Business Partner will advise the IT Systems Officer in writing.

...

11. WIRELESS COMMUNICATION POLICY

...

For all other devices, Northern Midlands Council provides wireless internet access via **two other** wireless networks (named 'NMC Councillors' and 'NMC Guest') which **both** provides internet access only and **are** is segregated from the corporate network.

12. WORKSTATION SECURITY

...

As noted in the Software Installation Policy above, users will not generally be provided with local administrator privileges on their workstation or laptop unless it is deemed necessary by the IT Systems Officer.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact



Strategic outcomes:

- 1.2 Councillors serve with integrity and honesty
- 1.3 Management is efficient, proactive and responsible

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

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

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

Not applicable.

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

11 OFFICER'S COMMENTS/CONCLUSION

That Council consider the policy amendments and additions as highlighted in the attached marked-up policy document.

12 ATTACHMENTS

1. Amended - Information Technology Security Policy [15.6.1 - 4 pages]
 2. Current Endorsed - Information Technology Security Policy [15.6.2 - 4 pages]
-



15.7 POLICY REVIEW: FESTIVALS, EVENTS AND PROMOTIONS

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Fiona Dewar, Tourism & Events Officer

RECOMMENDATION

That Council endorse the amended Festivals, Events and Promotions Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council endorsement of the updates to the Festivals, Events and Promotions Policy.

2 INTRODUCTION/BACKGROUND

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

AMENDMENTS:

2. ELIGIBLE EVENTS

...

Major festivals, events and promotions are defined as significant events that are the only one of their kind in the Northern Midlands in any one year, and attract significant numbers of people to the event (generally in excess of 2,000) and/or attract significant media coverage for the Northern Midlands.

4. ELIGIBLE ASSISTANCE

...

These amounts include A COVID-19 compliance grant component.

COVID-19 Compliance Grant

Event Organisers who do not receive an event grant are encouraged to apply for the COVID-19 compliance grant. This grant is to assist Event Organisers to meet COVID-19 Safety Requirements. Event Organisers can apply for a COVID-19 compliance grant of \$350 (excl. GST). Recipients of the COVID-19 Compliance Grant must provide Council with a COVID-19 Risk Assessment and safety plan showing actions to be taken to be compliant and in-line with the Tasmanian Governments Safe Workplace Framework.

Assistance will not be provided for money already spent on events previously held.

Only one application per organisation for each funding round will be considered by Council.

9. POST-EVENT EVALUATION

An evaluation of the project by the Organising Committee is a pre-requisite favoured to for continued funding.

3 STRATEGIC PLAN & INTEGRATED PRIORITY PROJECTS PLAN

3.1 Strategic Plan 2021-2027

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

Lead: Serve with honesty, integrity, innovation and pride

Leaders with Impact

Strategic outcomes:

1.2 Councillors serve with integrity and honesty

1.3 Management is efficient, proactive and responsible



3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

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

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

A budget allocation of \$75,000 was allocated for Festivals, Events and Promotions funding during 2024-25.

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

11 OFFICER'S COMMENTS/CONCLUSION

That Council consider the policy amendments and additions as highlighted in the attached marked-up policy document.

12 ATTACHMENTS

1. Amended - Festivals Events and Promotions Policy [**15.7.1** - 3 pages]
 2. Current Endorsed - Festivals Events and Promotions Policy [**15.7.2** - 3 pages]
-



16 WORKS REPORTS

16.1 MAINTENANCE AND POSSIBLE IMPROVEMENTS, PERTH CEMETERY

Responsible Officer: Leigh McCullagh, Works Manager

Report prepared by: Jonathan Galbraith, Engineering Officer

RECOMMENDATION

That Council endorse:

- i) Continued maintenance of the Perth Cemetery.
- ii) Expansion of the cemetery into the vacant land adjacent to the lawn cemetery as needed.

1 PURPOSE OF REPORT

The purpose of this report is to provide Council with information about maintenance at the Perth Cemetery.

2 INTRODUCTION/BACKGROUND

The Perth Cemetery is maintained by Council. There are two areas in the cemetery. The western part of the cemetery is an older cemetery with headstones, and on the eastern side of the cemetery there is a new lawn section which has been constructed to the same layout as the Longford Cemetery.

The following notice of motion was tabled at the Council Meeting on the 18th November 2024;

DECISION

Cr Terrett/Deputy Mayor Lambert

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:

Carried Unanimously

Voting for the Motion:

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

Voting Against the Motion:

Nil

OFFICER'S RECOMMENDATION

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:

Councillor Terrett has requested the below Notice of Motion be included in the Agenda for the Council Meeting to be held on 18 November 2024.

NOTICE OF MOTION

That Council prepare a report on the maintenance and possible improvements to the Perth General Cemetery.

BACKGROUND

The Northern Midland Council has responsibility for the maintenance and upkeep of the Perth General Cemetery. Over the years the cemetery has slowly deteriorating to the point that the Cemetery needs to have some works done to improve the presentation of the grounds.



A recent inspection of the Cemetery shows that the entrance gate needs repair, that a concrete bunker for garbage is placed at the front of the cemetery. The contents of this bunker (including broken glass – creating a health and safety risk) blow around the cemetery and make the site untidy. Many grave markers lay upon the ground and have been damaged. In some instances, graves have subsided and not been topped up with soil to level the surface.

With a growing population in Perth, council need to evaluate whether additional space is needed at the cemetery and consider upgrading to ensure that offerings within Northern Midlands are equal at each of the council managed sites. Improvements to the grounds could include a rose garden, seating, more landscaping and additional cremation wall capacity.

When compared to Longford cemetery (similar populations) Perth fails on many levels and to measure up additional resources are needed to make it a more respectful resting place.

OFFICER'S RECOMMENDATION

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

2.1 Site inspection by Council officers

Following receipt of this information the site was inspected by Council officers. The area is mowed regularly by Council staff and is in a neat and tidy condition. It was noted that in the old headstone area there are some areas of uneven ground which could be topped up. A small number of graves are marked with timber crosses which have been damaged. The family members are generally responsible for repairs but Council may carry out repairs if there are no family members who can do this.

These are maintenance works that could be funded from Council's maintenance budget.

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:

3.3 Public assets meet future lifestyle challenges

3.2 Integrated Priority Projects Plan 2021

Not applicable.

4 POLICY IMPLICATIONS

Not applicable.

5 STATUTORY REQUIREMENTS

Not applicable.

6 FINANCIAL IMPLICATIONS

Council allocated \$3080 to mowing and \$4290 to general maintenance in the 2024 – 25 budget.

7 RISK ISSUES

The community may have concerns regarding the level of maintenance works carried out at the Perth Cemetery.

8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

9 COMMUNITY CONSULTATION

The notice of motion was put to Council following concerns raised with Councillors by a member of the Perth community.

10 OPTIONS FOR COUNCIL TO CONSIDER

Carry out maintenance work at the cemetery identified in recent inspections.

11 OFFICER'S COMMENTS/CONCLUSION

The graves in the older part of the cemetery are close together with only small areas of grass, this area is maintained using hand mowers and whipper snipers, maintenance in this area is very time consuming. It would also be difficult to install irrigation in this area and would require a large number of individual irrigation stations. The new area is designed to be mowed with a ride on lawn mower and is maintained to the same level as the Longford cemetery.

Some minor maintenance issues have been identified in recent inspections and these will be rectified using the 2024 – 25 maintenance budget allocation, including topping areas of uneven ground and maintenance work on graves that are not being maintained by family members.

There is sufficient land for future expansion with a further 2060m² of Council owned land between the existing cemetery and 3 Cemetery Rd that has not yet been developed.



12 ATTACHMENTS

Nil



16.2 REQUEST FOR BUS SHELTER AT DEVON HILLS ROAD INTERSECTION

Responsible Officer: Leigh McCullagh, Works Manager

Report prepared by: Jonathan Galbraith, Engineering Officer

RECOMMENDATION

1. That Council installs a bus stop sign and carries out additional sealing works, on the western side of Devon Hills Road, but does not apply for funding to construct a bus shelter at this time
2. That Council continues to monitor passenger usage at the Devon Hills Bus stop.

1 PURPOSE OF REPORT

The purpose of this report is for Council to consider a request for a bus stop at Devon Hills.

2 INTRODUCTION/BACKGROUND

Haggerston Rd and Devon Hills Rd are both maintained by the Northern Midlands Council. There is a bus stop which is used by Tassielink busses on Haggerstone Rd near the Devon Hills Rd intersection. This bus stop is currently not signed and there is no bus stop infrastructure at the location where the bus stops.



On 4 November 2024 Cr. Terret advised that a request had been received from a community member for a bus stop to be install at the intersection of Devon Hills Rd and Haggerston Rd. Cr. Terret requested that this matter be considered in the 2025 – 2026 budget. Following the receipt of this request Council officers advised that there may be an opportunity to apply for funding sooner under the State Government All-weather All-access Bus Stop Upgrade Program. The date of the next funding round has not yet been announced but is expected to be early in 2025. Officers from the Department of State Growth have also advised that they may be prepared to consider an application before the next round of funding if there is a demonstrated need.

2.1 Disability access standards

If Council is to construct a bus stop it must comply with the Department of State Growth disability access standards SD-087-011 & SD-087-012. The standard drawings require a raised platform with an access ramp to be constructed so that disabled passengers can access the busses using the disability access equipment fitted on the bus. The standard does not require a shelter to be constructed, a ramp without a shelter in accordance with the standard is acceptable. If a shelter or seating is installed it must comply with the standard.

The lengths and width of the platform must also comply with the standard. Council officers have carried out site survey work and have advised that there is not sufficient width on the eastern side of Devon Hills Rd to construct a bus stop. The eastern side of the road is also not considered the ideal side of the road for a shelter because it is the “drop off” side of



the road so passengers are not waiting for a bus on this side of the road. If a bus shelter was constructed on this side of the road waiting passengers would have to cross the road when a bus arrives creating a safety risk.

There is sufficient room on the western side of the road to construct a bus stop in accordance with the standard however some of the required land is owned by the Department of State Growth and Council would require approval to use this land. In preliminary discussions with the Department of State Growth officers have indicated that they have some concerns about constructing a bus stop at this location due its proximity to the Midlands Highway but they would require a detailed proposal to give formal comment.

2.2 Other options

Due to the difficulties constructing a compliant bus stop in this location an alternative may to install signage on both sides of the road. There is a small sealed area on the western side of the road which could be further widened so that passengers are able to ride an exit the bus from a sealed surface.

2.3 Current passenger usage

Tassielink have provided the following advice on passenger usage at this stop:

"After liaising with our regular drivers, we currently have 4 - 6 regular passengers within the area that utilise our services from these stops.

This however is not frequent therefore we don't pick up passengers on a daily occurrence at these locations."

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:

3.3 Public assets meet future lifestyle challenges

3.2 Integrated Priority Projects Plan 2021

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

Not applicable.

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

The following Acts have relevance to this matter:

- Local Government Highways Act 1982
- Roads and Jetties Act 1935



6 FINANCIAL IMPLICATIONS

The total cost to construct a raised waiting area and bus shelter to allow for disability access is estimated at \$40,000. A ramp without a shelter would cost approximately \$10,000.

If Council is successful in applying for a grant under the All-weather All-access Bus Stop Upgrade Program the funding is likely to cover at least two thirds of the cost.

Should Council choose to seal an area of 20 sq. m on the western side of the road and not apply for a grant the costs are estimated at \$2000.

7 RISK ISSUES

The speed limit on Haggerston Rd is 70 and as such it is classified as a high speed road. If Council were to install any physical such as bus shelters or seats advice should first be sought from a traffic engineer.

8 CONSULTATION WITH STATE GOVERNMENT

Council officers have discussed this location with the Department of State Growth who have indicated that Council may choose to lodge an application under the All-weather All-access Bus Stop Upgrade Program.

9 COMMUNITY CONSULTATION

The request to install a bus stop at this location has come from a member of the Devon Hills Community.

10 OPTIONS FOR COUNCIL TO CONSIDER

1. Apply for funding under the All-weather All-access Bus Stop Upgrade Program to construct a bus stop at this location.
2. Not construct a bus stop but seal an area on the western side of Haggerston Rd and install bus stop signage
3. Take no action and continue to monitor bus stop usage.

11 OFFICER'S COMMENTS/CONCLUSION

Based on the low passenger numbers and the difficulties with constructing a compliant bus stop at this location it is recommended that the best option is to seal an area on the western side of Haggerston Rd and install bus stop signage.

Should Council choose to proceed with an application to construct a compliant bus stop and shelter a traffic engineer must first be engaged to provide comment on the potential safety risks of installing a bus shelter at this location.

12 ATTACHMENTS

1. Department of State Growth Bus Stop Standards [16.2.1 - 6 pages]
-



17 ITEMS FOR THE CLOSED MEETING

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 Officers and Executive Assistant 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)
Compliance Matter Independent Review of Governance and Meeting Processes Report and Implementation Plan Update	15(2)(i)
Compliance Matter Tasmanian Flood Mapping Project (SES Flood Mapping)	15(2)(i)
Contract/Tender Evandale General Practice Extension	15(2)(b)

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

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



18 CLOSURE

RECOMMENDATION

That Council move out of the "Closed Meeting".

Mayor Knowles closed the meeting at