

2025-11-17 OPEN COUNCIL - ORDINARY MEETING ATTACHMENTS

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AUTHORISED LAND, MINING &
ENGINEERING SURVEYORS,
PLANNERS

STRATA TITLE SUBDIVISION

GEOGRAPHIC INFORMATION
SERVICES
GIS/GPS

TRAFFIC IMPACT REPORT

DEVELOPMENT:

Brown's Supermarket Longford

LOCATION:

9 Wellington Street, Longford, Tasmania

Traffic Impact Assessment

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Date - 16th March 2009
Project name - Traffic Impact Assessment – Brown's Supermarket Longford
Project number - 08.176
Document - i:\2008\08176\council\09-03-16 traffic impact assessment report.doc



TRAFFIC IMPACT ASSESSMENT – BROWN'S SUPERMARKET LONGFORD



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1. INTRODUCTION

This traffic report has been prepared in conjunction with the Department of Transport's "Traffic Impact Assessment (TIA) Guidelines (draft) by GJ Walkem & Co on behalf of Brown's Supermarket, Longford.

2. EXISTING CONDITIONS

Location:

9 Wellington Street, Longford (CT 155373/3)

Use of land:

The land is currently vacant.

3. PROPOSED DEVELOPMENT

The proposed development is an approximately 2343 m² commercial building and its associated car park and includes the following:

- 1258 m² of supermarket floor area
- 411 m² of retail shop area
- 449 m² of store or ancillary warehouse areas not accessible to the public.

Provision for a further 832 m² of supermarket area and 224m² of store area as a future stage.

(NB – Areas calculated from plans as Gross Leasable Floor Area – not including public areas, amenities, corridors etc).

4. TRIP GENERATION

The methodology outlined in Section 3.6 of the RTA publication "Guide to Traffic Generating Developments 2002" has been used to predict traffic flows from the site.

In particular:

$$V(p) = 20xA(s) + 155xA(sm) \quad (\text{evening peak})$$

$$V(p) = 38xA(s) + 147xA(sm) \quad (\text{Saturday morning peak})$$

Where in this case:

$$A(s) = 411m^2$$

$$A(sm) = 1258m^2$$

$$A(sm) \text{ future} = 2090m^2$$



The formula within the Guide, calculates peak hourly, two-way rates (per 1000 m2) of shopping centre for specific times resulting in:

Proposed:

Weekday evening Peak = 204 vph

Saturday morning Peak = 201 vph

Future:

Weekday evening Peak = 333 vph

Saturday morning Peak = 323 vph

(NB – The warehouse/store areas of the site are disregarded in this formula as these do not generate traffic during peak times.)

5. CAR PARKING

The methodology outlined in Section 5.7 of the RTA publication “Guide to Traffic Generating Developments 2002” has been used to predict peak car parking demands within the site using the following formula:

Parking Demand (per 1000 m2) = $24 \times A(s) + 42 \times A(sm)$ or,

- Proposed demand = 63 spaces
- Future demand = 98 spaces

In contrast, the Northern Midlands planning scheme (Part 16), suggests following calculation:

Parking Demand = $A(s)/45 + A(sm)/20 + \text{Store}/200$ or,

- Proposed demand = 75 spaces
- Future demand = 117 spaces

The main difference between the two methodologies being that the RTA Guidelines suggest that supermarkets require 1 space per 23.8 m2 of floor space whilst Part 16.2 require 1 space per 20 m2. Observation of similar IGA supermarkets in Tasmania indicate that the RTA figure is a more accurate reflection of actual parking demands.

The car parking design for the site provides 66 spaces which is adequate for the proposed shopping centre but not for the future expansion of the site.

6. TRIP ASSIGNMENT

It is anticipated traffic using the site will predominately be to and fro from Longford proper with an estimated 70% of the traffic therefore making a right turn into the site and a left turn out of the site from Wellington Street.



7. VEHICLE TYPES

The overwhelming majority of vehicles using the site will be conventional cars. Heavier vehicles will include small numbers of delivery vans and light trucks for local deliveries. The most significant heavy vehicle routinely visiting the site during business hours will be a 19m semi trailer delivering pallets of stock on a weekly or bi weekly basis.

8. ASSESSMENT YEARS

Construction is likely to begin in 2009 with the facility being fully in operation in late 2009. A second assessment is for the year 2019 when it is anticipated that the second stage will be completed.

9. TRAFFIC GROWTH

Traffic growth on Wellington Street is conservatively estimated at 1.5% per annum resulting in a 16% increase on passing traffic over the 10 year assessment period.

10. EXISTING TRAFFIC VOLUMES

A survey was undertaken by on Saturday, 21st of February, Monday, 23rd of February and Monday, 3rd of March for which the following results were obtained.

- Week day morning peak (8.00 to 9.00), 367 vehicles northbound, 219 southbound.
- Week day evening peak (17.00 to 18.00), 265 vehicles northbound, 420 vehicles southbound.
- Week day afternoon peak (15.00 to 16.00), 318 vehicles northbound, 315 southbound.
- Saturday morning peak (11.00 to 12.00), 353 vehicles northbound, 293 southbound.

Commercial vehicle percentages varied from ~12% in the morning peak to ~8% at other times, with no significant directional bias.

Overall, the surveyed traffic figures indicate that vehicle flows show an expected preponderance of northbound traffic during the morning peak (reflecting the partial dormitory suburb relationship of Longford to Launceston) mirrored by a returning evening peak and a nearly equal directional bias at other times.

11. IMPACT ON THE ROAD NETWORK

The proposed site layout has an entry/exit access point onto Wellington Street at the north-western boundary, sufficiently dimensioned to allow larger vehicles to turn into

TRAFFIC IMPACT ASSESSMENT – BROWN'S SUPERMARKET LONGFORD

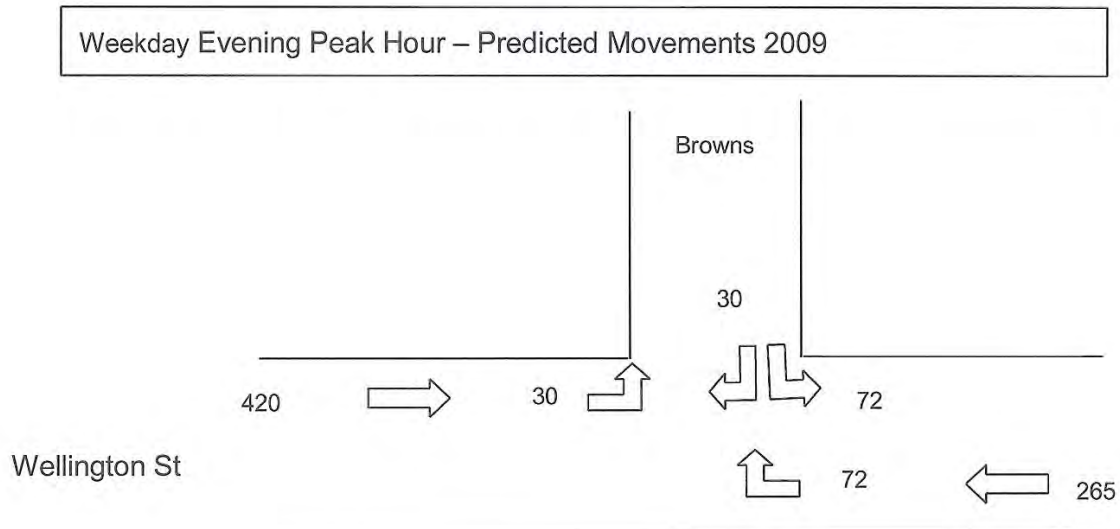


site. The peak traffic movements have been assessed as if the development was a prime attractor of traffic to arrive at a conservative analysis.

In reality, the tidal nature of traffic flows on Wellington Street combined with the relatively small size of the shopping centre, will mean that the site will not primarily be a destination in its own right but rather will have a large proportion of visits being from traffic already passing the site. The following conservative analysis assumes that all trips to and fro from the site are in addition to existing traffic flows.

The peak hours are a weekday evening (17.00 to 16.00) and the Saturday morning peak (11.00 to 12.00).

Weekday Peak Analysis:



From the above schematic, that critical turn movement is the right hand turn out of the site of 30 vph crossing a combined stream of 757 vph.

From the Austroads 2005 Publication "Intersections at Grade" (see attached calculations in Appendix A), it can be seen in Figure B.2 that the practical absorption capacity of the intersection for this type of manoeuvre is some 452 vph, far in excess of the 30 vph likely to make such a turn. The average delay for a vehicle waiting for a gap during peak hour to make this turn is approximately 4.1 seconds (Figure B.3(d)).

The opposing right hand movement into the site of 72 vph crossing an incoming stream of 450 vph which is a far easier manoeuvre with an practical absorption capacity of 987 vph and an average delay of 1.3 seconds.

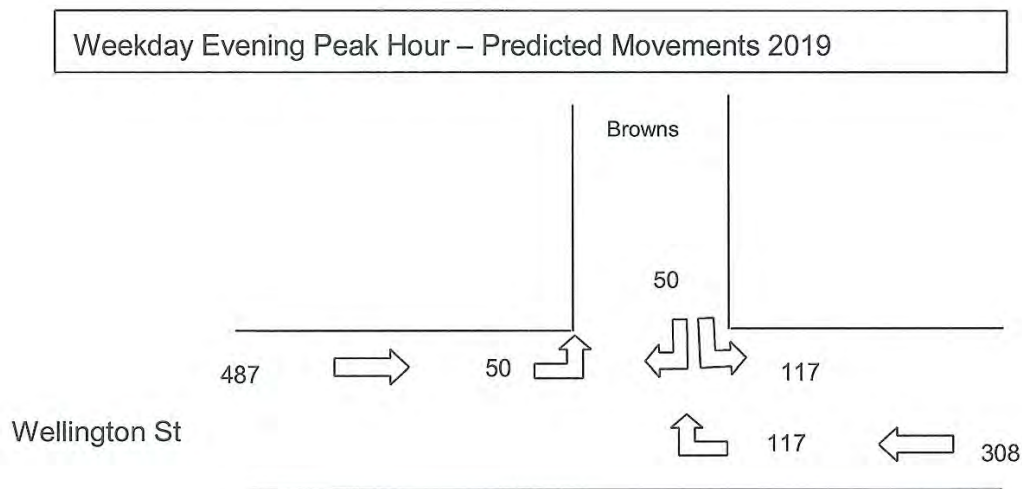
TRAFFIC IMPACT ASSESSMENT – BROWN'S SUPERMARKET LONGFORD



The left turn exit from the site has 30 vph waiting for gaps in a through traffic flow of 420 vph with a practical absorption capacity of 635 vph and an average delay of 1.9 seconds. In practice, vehicles during peak hour will be travelling on Wellington Street somewhat slower than the speed limit and gaps caused by entering drivers will be utilized by leaving drivers.

Future flows:

The intersection traffic, allowing for 10 years of traffic growth (1.5% per annum) plus the expansion of the shopping centre, would result in the following movements:



In this case the right hand turn exit manoeuvre has 50 vph crossing a combine stream of 912 vph with a resulting practical absorption capacity of 386 vph and the average delay has increased to 5.8 seconds. The right turn entry maneuver has 117 vph crossing a stream of 537 vph with an average delay of 1.7 seconds. The left turn exit of 117 vph looking for a gap in a traffic stream of 487 vph has an average delay of 2.8 seconds requiring a storage queue of 2 vehicles within the site.

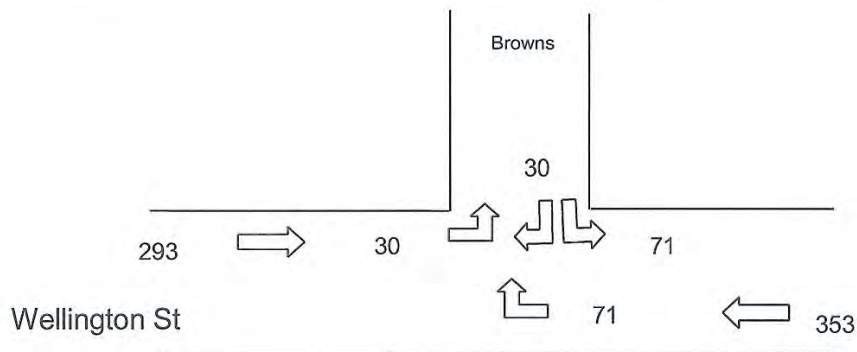
Weekend Peak Analysis:

The Saturday morning peak hour of 11.00 am to 12.00 am is generally a peak hour for shopping and also when main road flows are not dominated by commuter traffic.

TRAFFIC IMPACT ASSESSMENT – BROWN'S SUPERMAKET LONGFORD

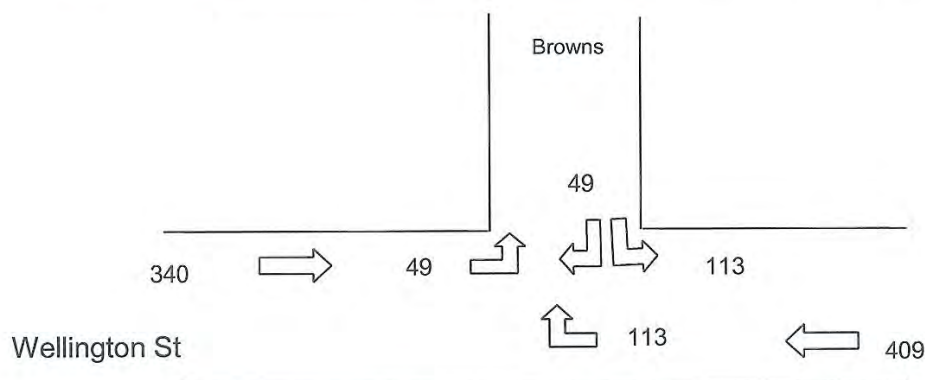


Saturday Morning Peak Hour – Predicted Movements 2009



Referring to the above schematic and the calculations in Appendix A, it can be seen that the right turn exit from the site sees 30 vph turning across a combined stream of traffic of 757 vph with an average delay of 4.1 seconds. The right turn entrance traffic is 71 vph turning across a stream of 323 vph with a delay of 0.9 seconds. The left turn exit traffic is 30 vph turning across a stream of 293 vph with a delay of 1.3 seconds. In all cases, delays are minimal and there is no significant queuing required to affect the manoeuvre

Saturday Morning Peak Hour – Predicted Movements 2019



The Saturday morning peak of 2019 shows similar movement patterns with a right turn exit delay of 5.3 seconds, a right turn entry delay of 1.2 seconds and a left turn exit delay of 1.6 seconds, none of these movements causing a significant queue.



12. FUTURE GROWTH

The site is potentially able to expand the retail floor area as shown on the proposal plan and the eventuality has been allowed for in the traffic analysis. Additional car parking on adjoining land will be required to provide for this expansion.

13. EXISTING TRAFFIC ISSUES

There are no known traffic issues with the existing road layout save for some complaints of restricted sight distance to the adjoining driveway of 7 Wellington Street caused by the occasional parking of heavy vehicles (log trucks) on the site frontage and in front of the Caltex fuel station at 5 Wellington Street.

14. ROAD SAFETY

A copy of the DIER Crash History for adjoining portion of Wellington Street is attached. This indicates that there were 4 reported accidents on the road, including the Union Street intersection, within the previous 8 years.

The accidents included two minor rear end collisions (at the rail intersection and the Caltex driveway), a car hitting a parked vehicle adjacent to the Country Club and a vehicle turning right into Union Street without giving way.

These were all minor accidents that can be expected during poor weather or from driver error on a relatively busy road. There is no indication that the road has any particular risks from a design or traffic management point of view.

15. ACCESS POINTS

The proposed access point to the supermarket is on the northern side of the frontage, adjacent to the existing driveway to the residence at 7 Wellington Street. A pedestrian access is proposed mid block from the sealed footpath along the frontage.

16. ACCESS PARAMETERS

The driveway access point has ample sight distance in both directions with Wellington Street being a straight, level road in both directions and well provided with street lighting. The nearest major intersection is Union Street, some 130 south of the proposed driveway. This is considered adequate separation for the intersection.

North of the site is a private residence driveway and then a two way driveway to the Caltex Service Station on 5 Wellington Street. The combination of three driveways in approximately 30m of road frontage is not unusual in an urban setting with the chief issue being the lack of adequate pedestrian refuges within the road footpath between the driveways. Careful design of the streetscape immediate to the driveways will be required.



The driveway is to be constructed with a pavement width of 7.2m allowing for two way access at all times and to allow the entrance of larger vehicles when required.

17. INTERNAL CARPARK LAYOUT

The internal car park layout provides for adequate access from Wellington Street with ample provision of sight distance to vehicles and pedestrians and an internal circulating lane of adequate width to allow for easy manoeuvres to access parking bays and for the reversing manoeuvre of heavy vehicles.

18. STREET FURNITURE

No changes to street furniture are required by this development.

19. PEDESTRIAN ACCESS

The proposed driveway crosses the existing footpath on Wellington Street and new pram crossing will be provided. A footpath connection from the supermarket to Wellington Street is proposed mid block providing separation from the access driveway.

20. STATE ROADS

No works are proposed that will affect State Roads.

21. SUMMARY

The development of the site as a local supermarket will increase turning movements on this portion of Wellington Street. There appear to be no adverse traffic effects as a result of the development provided an adequate driveway is constructed as shown on the proposal plans.

Care will be needed with providing for pedestrian access across the driveway entrance and for lighting of the supermarket forecourt and associated car park.

Works within the Wellington Street road reserve should consist of the construction of an appropriate crossover and the provision of line marking to reinforce the road trafficable lanes and parking spaces.

TRAFFIC IMPACT ASSESSMENT – BROWN'S SUPERMARKET LONGFORD



APPENDIX A

INTERSECTION ANALYSIS

Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005 Capacity Analysis - Weekday Evening 2009 - right turn exit.

Ta 5 sec See Table B.1 qp 0.210278 qp.Ta 1.051389 Eqp.ta 2.861622835
Tf 3 sec qp 0.008333 qp.Tf 0.630833 Eqp.tf 1.879175907

Qp 757 vph
Qm 30 vph

Wm 4.1 sec Average Delay 0.320163 0.005922219

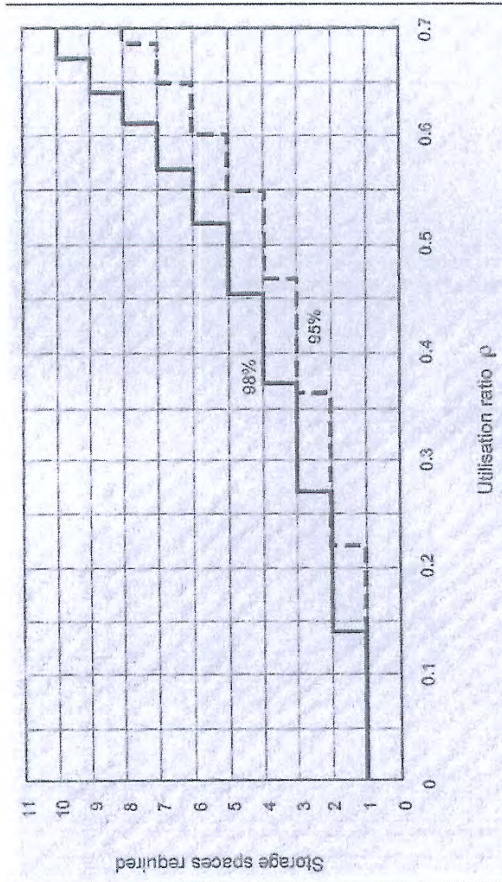
Cp 452 vph Practical Absorption 0.078682

P 0.053057 See Fig B.4

Movement	Diagram	Description	t_a	t_f
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 5 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 5 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_a = critical sightline gap
 t_f = follow up headway

B1



B4

Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005 Capacity Analysis - Weekday Evening 2009 - right turn entry.

Ta 4 sec See Table B.1 qp 0.125 qp.Ta 1.648721271
Tf 2 sec qp 0.25 Eqp.ta 0.5 Eqp.ta 1.648721271
Qp 450 vph 1.284025417
Qm 72 vph

Wm 1.3 sec Average Delay 0.02387 0.001121969

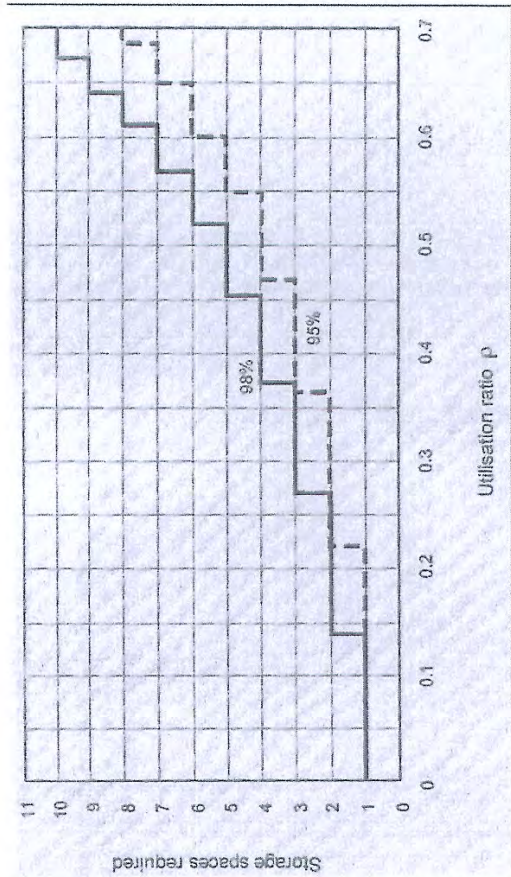
Cp 987 vph Practical Absorption 0.018892

P 0.058351 See Fig B.4

Movement	Diagram	Description	t_a	t_f
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 5 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 5 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_a = critical acceptance gap
 t_f = follow up headway

B1



B4

Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005 Capacity Analysis - Weekday Evening 2009 - left turn exit.

Ta 5 sec See Table B.1 qp 0.116667 qp.Ta 1.792001826
Tf 3 sec qp 0.008333 qp.Tf 1.419067549
Qp 420 vph
Qm 30 vph

0.034547 0.00103141

Wm 1.9 sec Average Delay

Cp 635 vph Practical Absorption

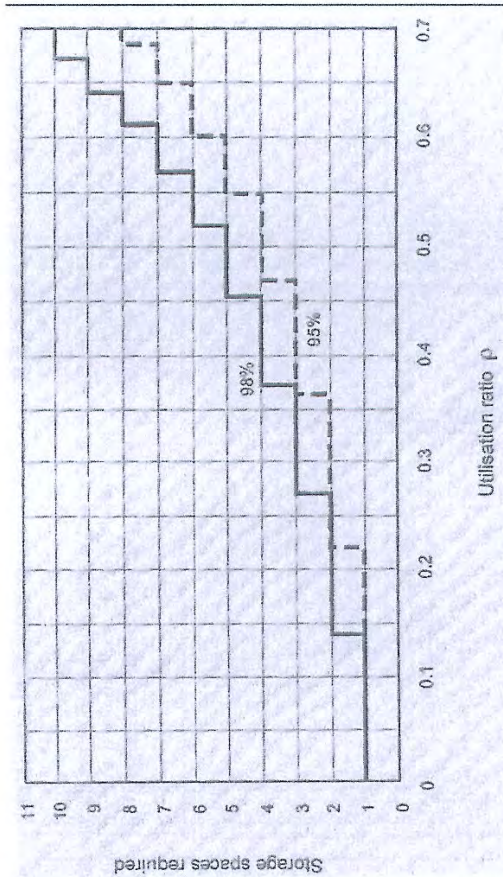
0.018585

P 0.0378 See Fig B.4

Movement	Diagram	Description	t_a	t_r
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two way Four lane/two way Six lane/two way	14-40 sec 5 sec 8 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_a = critical acceptance gap
 t_r = follow up headway

B1



B4

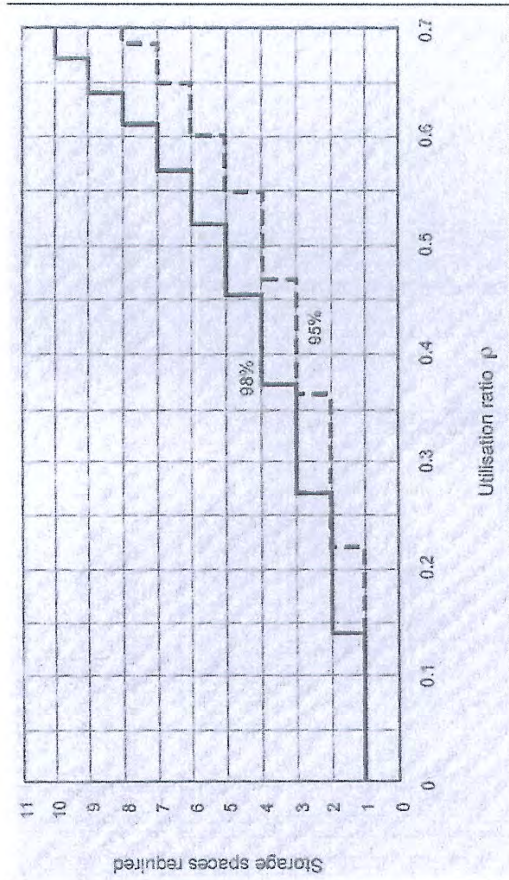
Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005
Capacity Analysis - Weekday Evening 2019 - right turn exit.

Ta	5	sec	See Table B.1	qp	0.253333 qp.Ta	1.266667 Eqp.ta	3.549002814
Tf	3	sec		qm	0.013889 qp.Tf	0.76 Eqp.tf	2.13827622
Qp	912	vph					
Qm	50	vph					
Wm	5.8	sec	Average Delay			0.694637	0.01864588
Cp	386	vph	Practical Absorption			0.123016	
P	0.103577		See Fig B.4				

Movement	Diagram	Description	t _g	t _g
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 5 sec 8 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_g = critical acceptance gap
 t_g = follow up headway

B1



B4

Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005 **Capacity Analysis - Weekday Evening 2019 - right turn entry.**

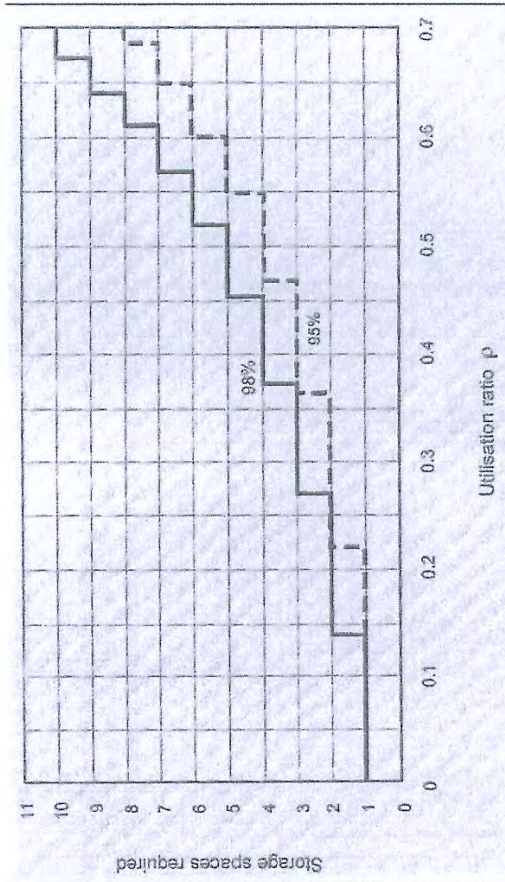
Ta	4	sec	See Table B.1	qp	0.149167 qp.Ta	0.596667 Eqp.ta	1.816055183
Tf	2	sec		qm	0.0325 qp.Tf	0.298333 Eqp.tf	1.347610917
Qp	537	vph					
Qm	117	vph					
Wm	1.7	sec	Average Delay		0.044101		0.002908451
Cp	917	vph	Practical Absorption		0.026925		

P 0.102063 See Fig B.4

Movement	Diagram	Description	t ₀	t _f
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 5 sec 6 sec 6 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t₀ = critical acceptance gap
t_f = follow up headway

B1



B4

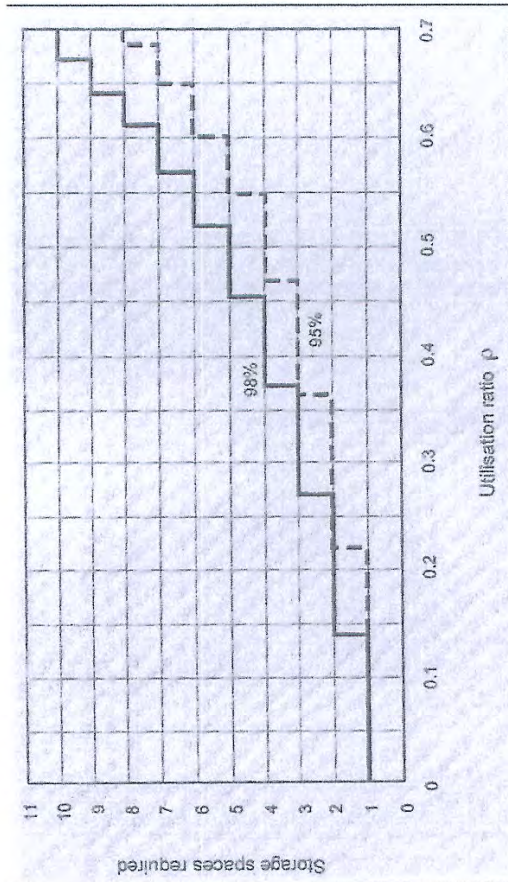
Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005 **Capacity Analysis - Weekday Evening 2019 - left turn exit.**

Ta	5	sec	See Table B.1	qp	0.135278 qp.Ta	0.676389 Eqp.ta	1.966762695
Tf	3	sec		qm	0.0325 qp.Tf	0.405833 Eqp.tf	1.50055244
Qp	487	vph					
Qm	117	vph					
Wm	2.8	sec	Average Delay			0.058943	0.006054425
Cp	594	vph	Practical Absorption			0.023132	
P	0.157619		See Fig B.4				

Movement	Diagram	Description	t _a	t _f
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 6 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 5 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_a = critical acceptance gap
t_f = follow up headway

B1



B4

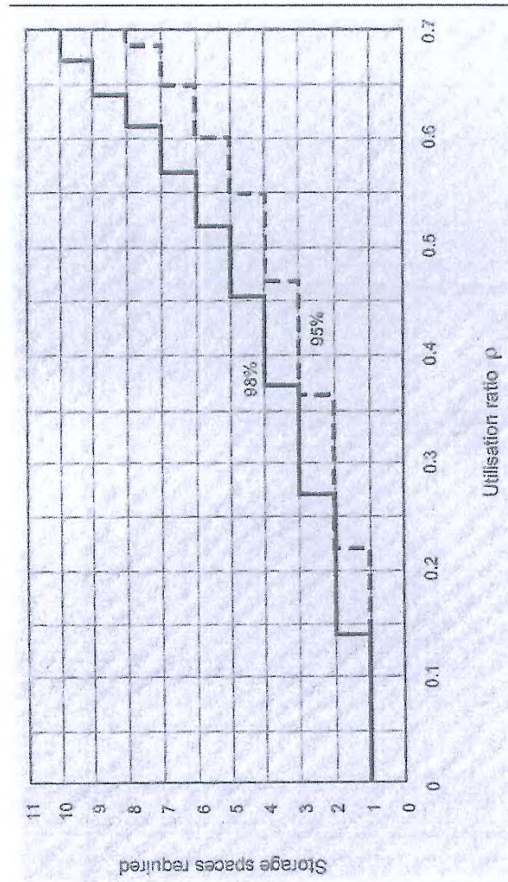
Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005
Capacity Analysis - Saturday Morning 2009 - right turn exit.

Ta	5	sec	See Table B.1	qp	0.210278 qp.Ta	1.051389 Eqp.ta	2.861622835
Tf	3	sec		qm	0.008333 qp.Tf	0.630833 Eqp.tf	1.879175907
Qp	757	vph					
Qm	30	vph					
Wm	4.1	sec	Average Delay		0.320163		0.005922219
Cp	452	vph	Practical Absorption		0.078682		
P	0.053057		See Fig B.4				

Movement	Diagram	Description	t _a	t _f
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 8 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 3 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_a = critical acceptance gap
t_f = follow up headway

B1



B4

Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005 **Capacity Analysis - Saturday Morning 2009 - right turn entry.**

Ta	4	sec	See Table B.1	qp	0.089722 qp.Ta	1.431737711
Tf	2	sec		qm	0.019722 qp.Tf	1.196552427
Qp	323	vph				
Qm	71	vph				

Wm	0.9	sec	Average Delay	0.007821	0.000483079
----	-----	-----	---------------	----------	-------------

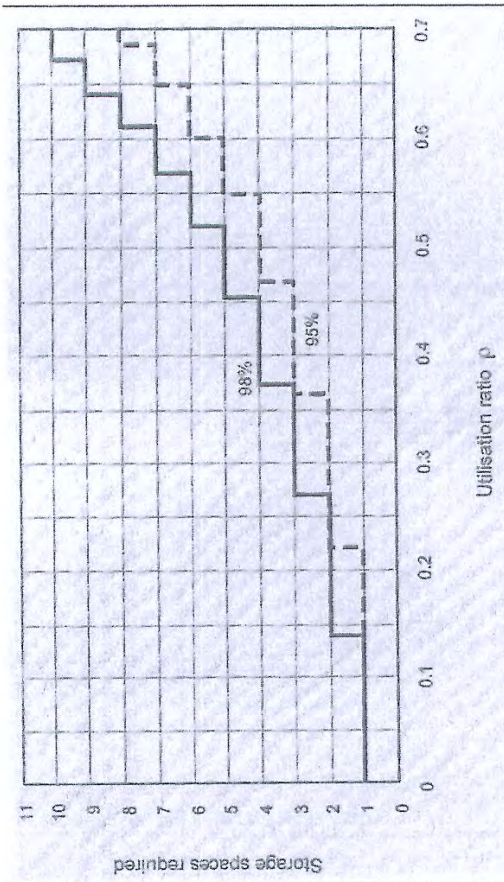
Cp	1099	vph	Practical Absorption	0.009134
----	------	-----	----------------------	----------

P 0.051697 See Fig B.4

Movement	Diagram	Description	t_a	t_p
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 5 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_a = critical acceptance gap
 t_p = follow up headway

B1



B4

Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005
Capacity Analysis - Saturday Morning 2009 - left turn exit.

Ta 5 sec See Table B.1 qp 0.081389 qp.Ta 1.502220647
 Tf 3 sec qp 0.008333 qp.Tf 0.244167 Eqp.tf 1.276557072
 Qp 293 vph
 Qm 30 vph

Wm 1.3 sec Average Delay 0.009899 0.000405479

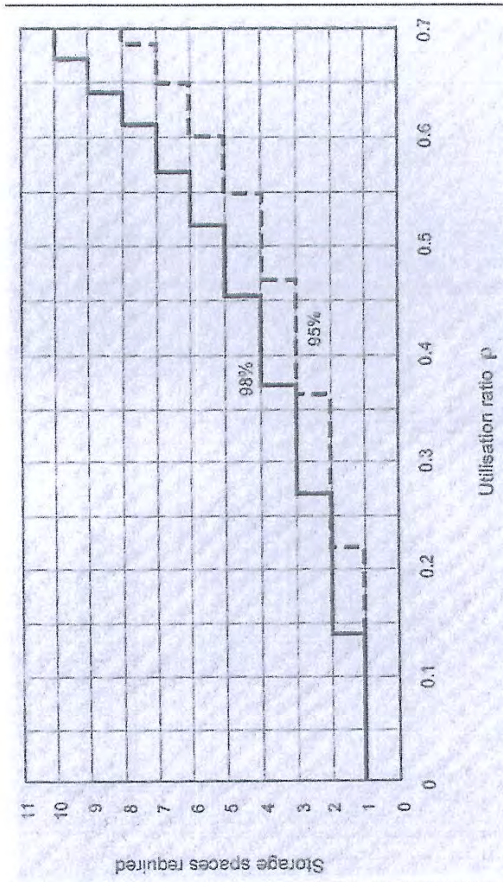
Cp 720 vph Practical Absorption 0.008174

P 0.033322 See Fig B.4

Movement	Diagram	Description	t_a	t_g
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 5 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_a = critical acceptance gap
 t_g = follow up headway

B1



B4

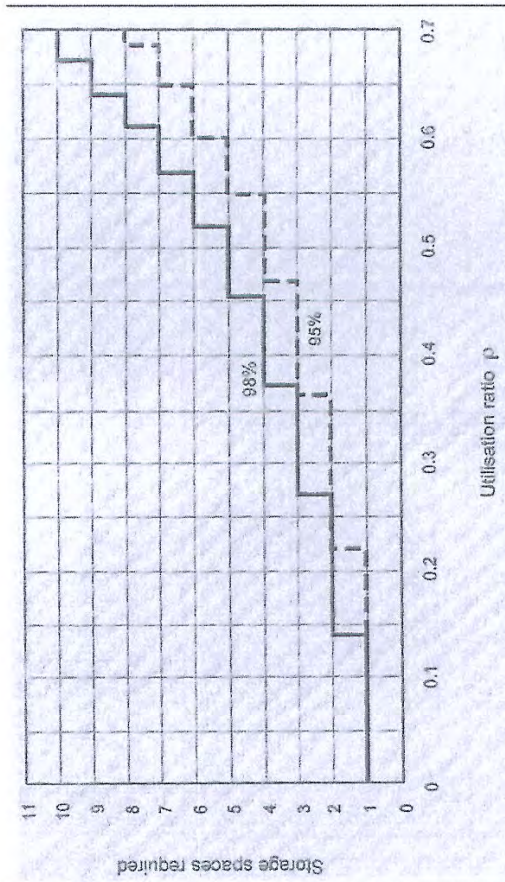
Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005
Capacity Analysis - Saturday Morning 2019 - right turn exit.

Ta	5	sec	See Table B.1	qp	0.239444 qp.Ta	1.197222 Eqp.ta	3.310907173
Tf	3	sec		qm	0.013611 qp.Tf	0.718333 Eqp.tf	2.051012007
Qp	862	vph					
Qm	49	vph					
Wm	5.3	sec	Average Delay			0.546934	0.014992206
Cp	406	vph	Practical Absorption			0.106251	
P	0.096444		See Fig B.4				

Movement	Diagram	Description	t ₀	t ₁
Left hand turn.		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 5 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t₀ = critical acceptance gap
t₁ = follow up headway

B1



B4

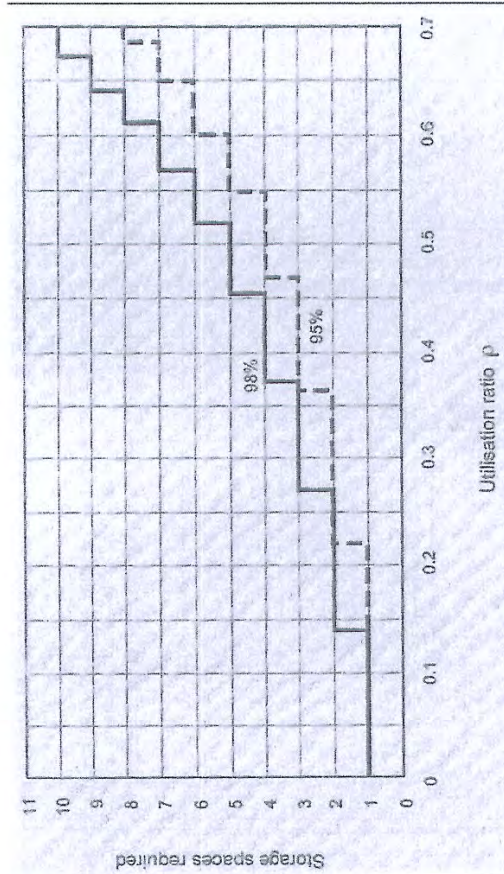
Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005 Capacity Analysis - Saturday Morning 2019 - right turn entry.

Ta	4	sec	See Table B.1	qp	0.108056 qp.Ta	0.432222 Eqp.ta	1.54067745
Tf	2	sec		qm	0.031389 qp.Tf	0.216111 Eqp.tf	1.241240287
Qp	389	vph					
Qm	113	vph					
Wm	1.2	sec	Average Delay		0.014546		0.001215251
Cp	1039	vph	Practical Absorption		0.013232		
P	0.086983		See Fig B.4				

Movement	Diagram	Description	t_a	t_p
Left hand turn		Not interfering with A Requiring A to slow	14-40 sec 5 sec	2-3 sec 2-3 sec
Crossing		Two lane/one way Three lane/one way Four lane/one way Two lane/two way Four lane/two way Six lane/two way	4 sec 6 sec 8 sec 5 sec 8 sec 8 sec	2 sec 3 sec 4 sec 3 sec 5 sec 5 sec
Right hand turn from major road		Across 1 lane Across 2 lanes Across 3 lanes	4 sec 5 sec 6 sec	2 sec 3 sec 4 sec
Right hand turn from minor road		Not interfering with A One way Two lane/two way Four lane/two way Six lane/two way	14-40 sec 3 sec 5 sec 8 sec 8 sec	3 sec 3 sec 3 sec 5 sec 5 sec
Merge		Acceleration lane	3 sec	2 sec

Note: t_a = critical acceptance gap
 t_p = follow up headway

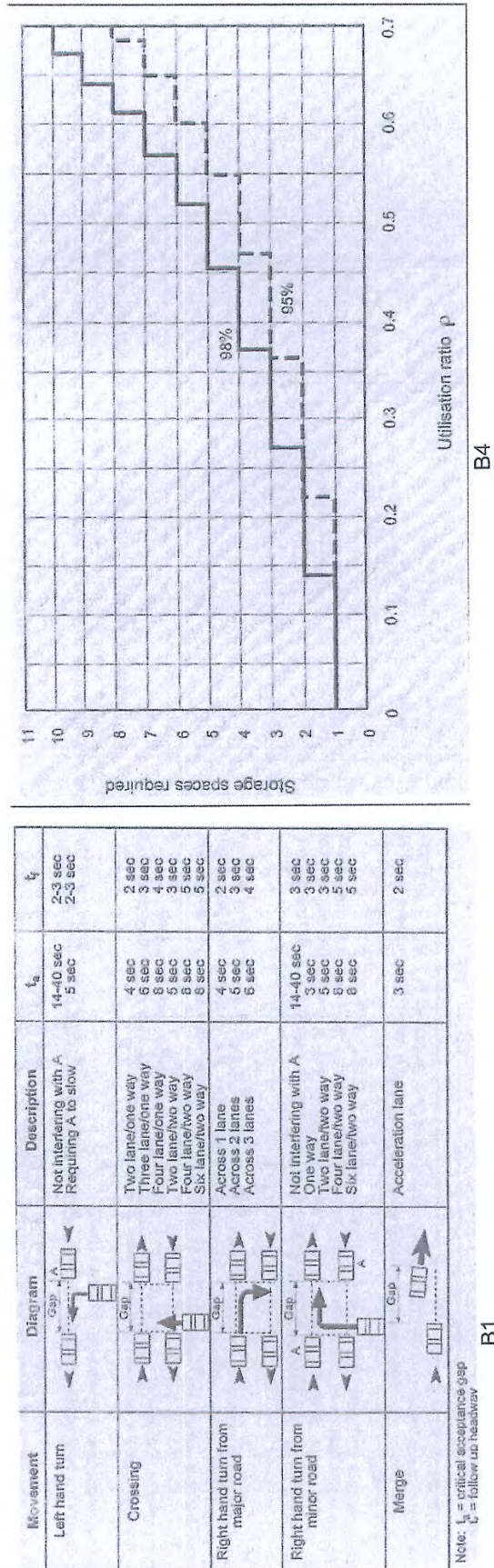
B1



B4

Guide to Traffic Engineering Practice - Part 5: Intersections at Grade - Austroads 2005 **Capacity Analysis - Saturday Morning 2019 - left turn exit.**

Ta	5	sec	See Table B.1	qp	0.094444 qp.Ta	0.472222 Eqp.ta	1.603553689
Tf	3	sec		qm	0.013611 qp.Tf	0.283333 Eqp.tf	1.327547604
Qp	340	vph					
Qm	49	vph					
Wm	1.6	sec	Average Delay		0.016466		0.000965027
Cp	687	vph	Practical Absorption		0.011166		
P	0.05702		See Fig B.4				



TRAFFIC IMPACT ASSESSMENT – BROWN'S SUPERMAKET LONGFORD



APPENDIX B

CRASH HISTORY



Crash History from 01/01/2004 to 10/03/2009

Report Details:

Request Id: 35383941
Requested by: R BEZZANT
Date: 10/03/2009 13:27:25

Parameters Used:

Dier Road Link:
Dier Road No:
End Date: 10/03/2009
End Time: 23:59
Intersection Name: <spatial value>
Intersection Point: Northern Midlands
LGA: Wellington Street
Light Condition:
List Road:
Locality:
No Units:
Non Road:
Police Attended:
Police District:
Quality Assured:
Radius (m):
Recipient Name:
Recipient Type:
Release Delay:
Road Type:

Show BAC: N
Show Graph: N
Show Map: Y
Start Date: 01/01/2004
Start Time: 00:00
Surface Condition:
Surface Type:
Visibility:
Weekend:
Crash Factor:
DCA Ids:
DCA Sub Ids:
DCA Sub Sup Ids:
Days Of Week:
Driver Town:
Entire State:
Severity: N
Speed Zone:
Toxicology:
Traffic Control:

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Page 2 of 7



Parameters Used:

Unit Type:

cdmr0010/1.7



Crash History from 01/01/2004 to 10/03/2009

Crash No	Crash Date Time	Severity	Description	Location	Visibility	Surface Type	Surface Condition	Light Condition	Speed Limit	Unit No	BAC*	Unit Type(s)	Traffic Control
20042301	28/04/2004 18:50 WED	Property Damage Only	110 - Cross traffic	Intersection of Smith Street and Wellington Street, Longford, Northern Midlands (510095.12,5395578.94)	Clear	Sealed	Dry	Darkness (with street light)	050	1		Light Vehicle	Not controlled
20044568	27/08/2004 00:00 FRI	Minor	189 - Other curve	Intersection of Marlborough Street and Wellington Street and William Street, Longford, Northern Midlands (510179.28,5395220.04)	Fog	Sealed	Wet	Darkness (with street light)	050	1		Light Vehicle	Give way
20044743	04/09/2004 10:00 SAT	Property Damage Only	136 - Vehicles in parallel lane/ right turn side swipe	Intersection of Bulwer Street and Wellington Street, Longford, Northern Midlands (510533.67,5393861.64)	Clear	Sealed	Dry	Daylight	050	1		Motorcycle	Not controlled
20045061	14/09/2004 11:30 TUE	Minor	130 - Vehicles in same lane/ rear end	Wellington Street, Longford, Northern Midlands (509959.91,5395925.01)	Clear	Sealed	Dry	Daylight	060	2		Light Vehicle	Not controlled
20045230	10/10/2004 19:30 SUN	Property Damage Only	166 - Struck object on carriageway	Wellington Street, Longford, Northern Midlands (510723.48,5392294.03)	Not known	Sealed	Not known	Not stated	060	1		Light Vehicle	Not controlled
20045930	05/11/2004 14:30 FRI	Property Damage Only	132 - Vehicles in same lane/ right rear	Intersection of Archer Street and Wellington Street, Longford, Northern Midlands (510130.15,5395439.39)	Heavy rain, hail	Sealed	Wet	Daylight	060	1		Light Vehicle	Give way
20045977	05/11/2004 14:50 FRI	Property Damage Only	130 - Vehicles in same lane/ rear end	Intersection of Smith Street and Wellington Street, Longford, Northern Midlands (510095.12,5395578.94)	Heavy rain, hail	Sealed	Wet	Daylight	060	2		Light Vehicle	Not controlled
20051598	03/04/2005 13:00 SUN	Property Damage Only	145 - Reversing	Wellington Street, Longford, Northern Midlands (510200.08,5395162.45)	Heavy rain, hail	Sealed	Wet	Daylight	050	1		Light Vehicle	Give way
30001406	06/05/2007 04:00 SUN	Property Damage Only	171 - Left off carriageway into object or parked vehicle	Wellington Street, Longford, Northern Midlands (509986.71,5395885.92)	Light rain, drizzle	Sealed	Wet	Darkness (without street light)	060	1		Light Vehicle	Not controlled
30009858	01/11/2005 10:00 TUE	Property Damage Only	180 - Parked	Wellington Street, Longford, Northern Midlands (510161.81,5395313.55)	Clear	Sealed	Dry	Daylight	060	1		Light Vehicle	Not controlled
										2		Light Vehicle	Not controlled
										3		Light Vehicle	Not controlled

Requested by: R BEZZANT Date: 10/03/2009 13:27:25
 Request Id: 35383941 End Date: 10/03/2009 End Time: 23:59 Intersection Point <spatial value> LGA: Northern Midlands List Road: Wellington Street Recipient Name: Mark Recipient Type: CDM
 Release Delay: 0 Show BAC: N Show Graph: N Show Map: Y Start Date: 01/01/2004 Start Time: 00:00 Entire State: N
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Crash History from 01/01/2004 to 10/03/2009

Crash No	Crash Date Time	Severity	Description	Location	Visibility	Surface Type	Surface Condition	Light Condition	Speed Limit	Unit No	BAC*	Unit Type(s)	Traffic Control
30009919	18/11/2006 16:45 SAT	Not known	146 - Reversing into fixed object or parked vehicle	Wellington Street, Longford, Northern Midlands	Clear	Sealed	Dry	Daylight	050	1		Light Vehicle	Not controlled
30010351	18/06/2006 10:50 SUN	Minor	100 - Near side	Intersection of Archer Street and Wellington Street, Longford, Northern Midlands (510179.27,5395243.44)	Clear	Sealed	Dry	Daylight	060	1		Light Vehicle	Not controlled
30016380	01/10/2005 03:30 SAT	Property Damage Only	106 - On median/footpath	Wellington Street, Longford, Northern Midlands	Clear	Sealed	Dry	Darkness (without street light)	060	1		Light Vehicle	Not controlled
30018427	02/07/2005 03:00 SAT	Property Damage Only	154 - Pulling out (rear end)	Wellington Street, Longford, Northern Midlands (510383.09,5394446.3)	Clear	Sealed	Wet	Darkness (with street light)	060	1		Light Vehicle	Not controlled
30018865	20/01/2007 09:40 SAT	Property Damage Only	113 - Right near	Intersection of Marlborough Street and Wellington Street, Longford, Northern Midlands (510219.25,5395082.23)	Clear	Sealed	Dry	Daylight	060	1		Light Vehicle	Give way
30018985	15/07/2005 15:45 FRI	First Aid	132 - Vehicles in same lane/right rear	Intersection of Mason Street and Wellington Street, Longford, Northern Midlands (510172.99,5395185.1)	Clear	Sealed	Dry	Daylight	060	1		Light Vehicle	Not known
30027953	01/07/2007 11:10 SUN	Minor	174 - Out of control on carriageway	Wellington Street, Longford, Northern Midlands (510062.86,5395706.57)	Clear	Sealed	Dry	Daylight	060	1		Motorcycle	Not controlled
30027993	23/07/2007 07:50 MON	Property Damage Only	160 - Parked	Wellington Street, Longford, Northern Midlands (510102.28,5395550.45)	Clear	Sealed	Dry	Daylight	050	1		Light Vehicle	Not controlled
30027998	27/08/2007 07:50 MON	Minor	110 - Cross traffic	Intersection of Marlborough Street and Wellington Street, Longford, Northern Midlands (510172.99,5395185.1)	Clear	Sealed	Dry	Daylight	060	1		Light Vehicle	Give way
30065217	12/05/2008 10:48 MON	Property Damage Only	146 - Reversing into fixed object or parked vehicle	Wellington Street, Longford, Northern Midlands (510076.51,5395652.53)	Other	Sealed	Dry	Daylight	050	1		Light Vehicle	Not controlled

Requested by: R BEZZANT Date: 10/03/2009 13:27:25
 Request Id: 35383941 End Date: 10/03/2009 End Time: 23:59 Intersection Point <spatial value> LGA: Northern Midlands List Road: Wellington Street Recipient Name: Mark Recipient Type: CDM
 Release Delay: 0 Show BAC: N Show Graph: N Show Map: Y Start Date: 01/01/2004 Start Time: 00:00 Entire State: N
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Crash History from 01/01/2004 to 10/03/2009

Crash No	Crash Date Time	Severity	Description	Location	Visibility	Surface Type	Surface Condition	Light Condition	Speed Limit	Unit No	BAC*	Unit Type(s)	Traffic Control
30070602	28/10/2008 12:36 TUE	Property Damage Only	163 - Vehicle door	Wellington Street, Longford, Northern Midlands (510467.61, 5394115.06)	Clear	Sealed	Dry	Daylight	Not known	1		Light Vehicle	Not controlled
30073012	09/03/2008 13:50 SUN	Property Damage Only	147 - Emerging from driveway or lane	Wellington Street, Longford, Northern Midlands (510361.89, 5394528.09)	Clear	Sealed	Dry	Daylight	060	2		Light Vehicle	Not controlled
30073016	22/12/2008 11:53 MON	Property Damage Only	110 - Cross traffic	Intersection of Marlborough Street and Wellington Street, Longford, Northern Midlands (510173.48, 5395185.1)	Clear	Sealed	Dry	Daylight	050	1		Light Vehicle	Give way
30073282	06/04/2008 16:00 SUN	Property Damage Only	121 - Right through	Intersection of Union Street and Wellington Street, Longford, Northern Midlands (510031.8, 5395817.24)	Clear	Sealed	Dry	Daylight	060	2		Light Vehicle	Not controlled
30073296	27/09/2008 13:20 SAT	Serious	171 - Left off carriageway into object or parked vehicle	Wellington Street, Longford, Northern Midlands (510151.15, 5395355.65)	Clear	Sealed	Dry	Daylight	050	1		Light Vehicle	Not controlled
30073376	23/05/2008 20:46 FRI	Minor	164 - Permanent obstruction on carriageway	Wellington Street, Longford, Northern Midlands (510057.5, 5395727.72)	Clear	Sealed	Dry	Darkness (with street light)	060	1		Bicycle	Not controlled

Requested by: R BEZZANT Date: 10/03/2009 13:27:25
Request Id: 35383941 End Date: 10/03/2009 End Time: 23:59 Intersection Point <spatial value> LGA: Northern Midlands
Release Delay: 0 Show BAC: N Show Graph: N Show Map: Y Start Date: 01/01/2004 Start Time: 00:00 Entire State: N
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List Road: Wellington Street Recipient Name: Mark Recipient Type: CDM

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wellington st longford 04032009



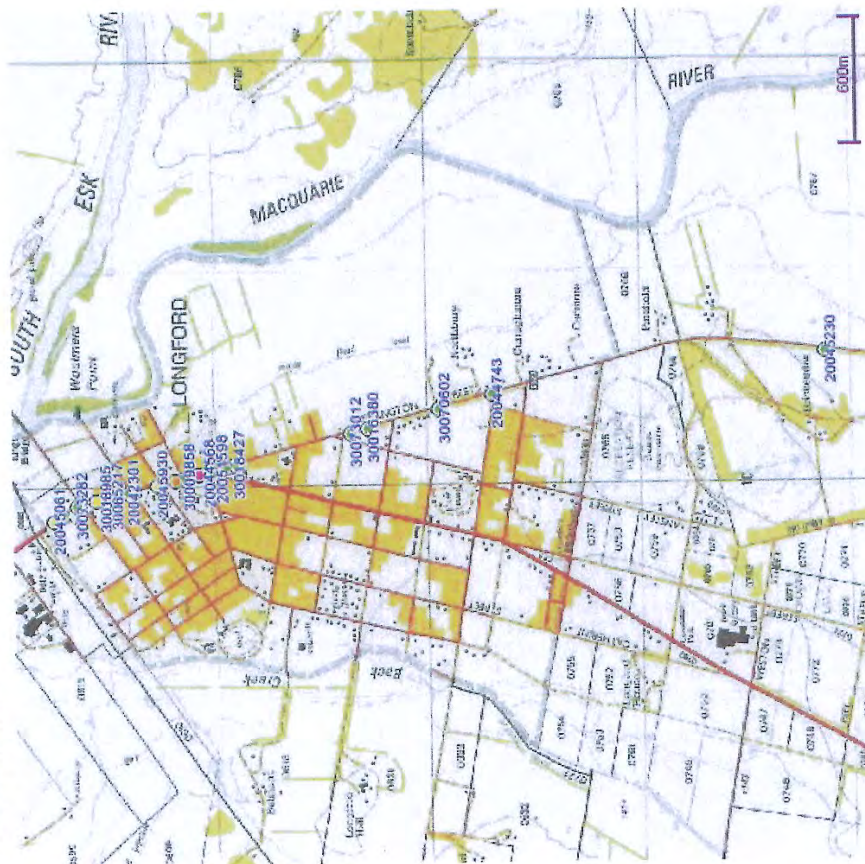
Printed Date : 4/3/2009

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Crash History from 01/01/2004 to 10/03/2009



Requested by: R BEZZANT Date: 10/03/2009 13:27:25
Request Id: 35383941 End Date: 10/03/2009 End Time: 23:59 Intersection Point <spatial value> LGA: Northern Midlands
Release Delay: 0 Show BAC: N Show Graph: Y Start Date: 01/01/2004 Start Time: 00:00 Entire State: N
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Recipient Name: Mark

List Road: Wellington Street

Recipient Type: CDM

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Crash History from 01/01/2004 to 10/03/2009

*****End of Report*****



Requested by: R BEZZANT Date: 10/03/2009 13:27:25
Request Id: 35383941 End Date: 10/03/2009 End Time: 23:59 Intersection Point <spatial value> LGA: Northern Midlands List Road: Wellington Street Recipient Name: Mark Recipient Type: CDM
Release Delay: 0 Show Graph: N Show Map: Y Start Date: 01/01/2004 Start Time: 00:00 Entire State: N
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Crash History from 01/01/2004 to 10/03/2009

Report Details:

Request Id: 35383910
Requested by: R BEZZANT
Date: 10/03/2009 13:25:59

Parameters Used:

Dier Road Link:
Dier Road No:
End Date: 10/03/2009
End Time: 23:59
Intersection Name: <spatial value>
LGA:
Light Condition:
List Road:
Locality:
No Units:
Non Road:
Police Attended:
Police District:
Quality Assured:
Radius (m): 10
Recipient Name: Mark
Recipient Type: CDM
Release Delay: 0
Road Type:

Show BAC: N
Show Graph: N
Show Map: Y
Start Date: 01/01/2004
Start Time: 00:00
Surface Condition:
Surface Type:
Visibility:
Weekend:
Crash Factor:
DCA Ids:
DCA Sub Ids:
DCA Sub Sup Ids:
Days Of Week:
Driver Town:
Entire State: N
Severity:
Speed Zone:
Toxicology:
Traffic Control:

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Parameters Used:

Unit Type:

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Crash History from 01/01/2004 to 10/03/2009

Crash No	Crash Date Time	Severity	Description	Location	Visibility	Surface Type	Surface Condition	Light Condition	Speed Limit	Unit No	BAC*	Unit Type(s)	Traffic Control
30073282	06/04/2008 16:00 SUN	Property Damage Only	121 - Right through	Intersection of Union Street and Wellington Street, Longford, Northern Midlands (510031.8,5395817.24)	Clear	Sealed	Dry	Daylight	060	1		Light Vehicle	Not controlled
										2		Light Vehicle	Not controlled

Requested by: R BEZZANT Date: 10/03/2009 13:25:59
Request Id: 35383910 End Date: 10/03/2009 End Time: 23:59 Intersection Point <spatial value>
Show Graph: N Show Map: Y Start Date: 01/01/2004 Start Time: 00:00 Entire State: N
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Recipient Name: Mark Recipient Type: CDM Release Delay: 0 Show BAC: N

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Crash History from 01/01/2004 to 10/03/2009



Requested by: R BEZZANT Date: 10/03/2009 13:25:59
Request Id: 35383910 End Date: 10/03/2009 End Time: 23:59 Intersection Point <spatial value> Radius (m): 10 Recipient Name: Mark Recipient Type: CDM Release Delay: 0 Show BAC: N
Show Graph: N Show Map: Y Start Date: 01/01/2004 Start Time: 00:00 Entire State: N
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Crash History from 01/01/2004 to 10/03/2009

*****End of Report*****



Requested by: R BEZZANT Date: 10/03/2009 13:25:59
Request Id: 35383910 End Date: 10/03/2009 End Time: 23:59 Intersection Point <spatial value> Radius (m): 10 Recipient Name: Mark Recipient Type: CDM Release Delay: 0 Show BAC: N
Show Graph: N Show Map: Y Start Date: 01/01/2004 Start Time: 00:00 Entire State: N
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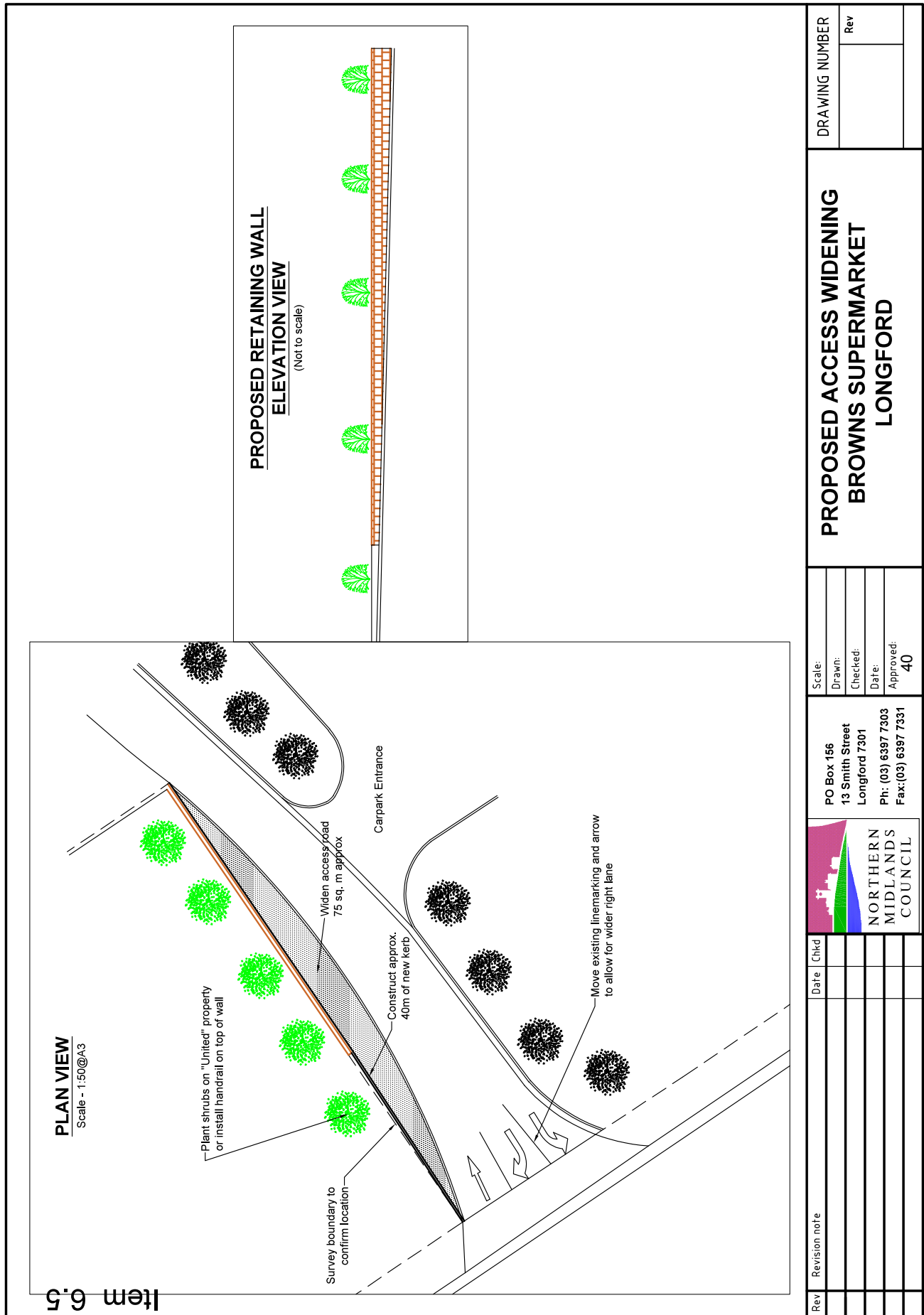
cdmr0010/1.7

DEFINITIONS FOR CLASSIFYING ACCIDENTS					
PEDESTRIAN ON FOOT IN TOY / PRAM	VEHICLES FROM ADJACENT DIRECTIONS (INTERSECTIONS ONLY)	VEHICLES FROM OPPOSING DIRECTION	VEHICLES FROM SAME DIRECTION	MANOEUVRING	
NEAR SIDE 100	CROSS TRAFFIC 110	1 - WRONG SIDE 2 - OTHER (not overtaking) 120	VEHICLES IN SAME LANE REAR END 130	U-TURN 140	
EMERGING 101	RIGHT FAR 111	RIGHT THROUGH 121	VEHICLES IN SAME LANE LEFT REAR 131	U-TURN INTO FIXED OBJECT PARKED VEHICLE 141	
FAR SIDE 102	LEFT FAR 112	LEFT THROUGH 122	VEHICLES IN SAME LANE RIGHT REAR 132	LEAVING PARKING 142	
PLANNED VEHICLE STANDING ON CARRIAGEWAY 103	RIGHT NEAR 113	RIGHT/LEFT 123	LANE SIDE SWIPE 133	ENTERING PARKING 143	
WALKING WITH TRAFFIC 104	TWO TURNING RIGHT 114	RIGHT/RIGHT 124	LANE CHANGE RIGHT (not overtaking) 134	PARKING VEHICLE ONLY 144	
FACING TRAFFIC 105	RIGHT/LEFT FAR 115	LEFT/LEFT 125	LANE CHANGE LEFT 135	REVERSING 145	
ON MEDIAN/FOOTPATH 106	LEFT NEAR 116		RIGHT TURN SIDE SWIPE 136	REVERSING INTO ROAD OVERTAKING VEHICLE 146	
DRIVEWAY 107	LEFT/RIGHT FAR 117		LEFT TURN SIDE SWIPE 137	EMERGING FROM DRIVEWAY - LANE 147	
STUCK WHILE BACKING ON ALIGHTING VEHICLE 108	TWO LEFT TURN 118			FROM FOOTWAY 148	
OTHER PEDESTRIAN 109	OTHER ADJACENT 119	OTHER OPPOSING 129	OTHER SAME DIRECTION 139	OTHER MANOEUVRING 149	
OVERTAKING 150	HEAD ON (not side-swipe) 150				
OUT OF CONTROL 151					
PULLING OUT 152					
CUTTING IN 153					
PULLING OUT - REAR END 154					
VEHICLE DOOR 155					
PERMANENT OBSTRUCTION ON CARRIAGEWAY 156					
TEMPORARY ROADWORKS 157					
STRUCK OBJECT ON CARRIAGEWAY 158					
ANIMAL (not ridden) 159					
OTHER ON PATH 160					
OTHER OVERTAKING 161					
OTHER STRAIGHT 162					
OTHER CURVE 163					
UNKNOWN 164					
OTHER 165					
UNKNOWN 166					

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- The number 1, 2 identify individual vehicles involved when the DCA is linked with other vehicle/driver information.
- These codes were used for 1987 accidents and replace the Road User Movement (RUM) code.

- Definition for classifying accidents (DCA) should be determined by first selecting a column using the last above & then by diagrammatic sub-division.
- The sub-division chosen should be determined by the sub-division of movement of vehicles involved in the initial event. It does not assign a cause to the accident.
- Supplementary codes have been defined for most sub-divisions. These codes give further detail of the initial event.



From: Gail Eacher
Sent: Wed, 8 Mar 2017 09:06:58 +1100
To: Register Email in ECM
Subject: Browns entrance

#ECMBODY
#QAP Default
#silent

Gail Eacher



Executive Assistant | Northern Midlands Council
Council Office, 13 Smith Street (PO Box 156), Longford Tasmania 7301
T: (03) 6397 7303 | F: (03) 6397 7331
E: gail.eacher@nmc.tas.gov.au | W: www.northernmidlands.tas.gov.au

T a s m a n i a ' s H i s t o r i c H e a r t

From: Des Jennings
Sent: Tuesday, 7 March 2017 9:56 AM
To: Jonathan Galbraith <jonathan.galbraith@nmc.tas.gov.au>
Cc: Gail Eacher <gail.eacher@nmc.tas.gov.au>; Amanda Bond <amanda.bond@nmc.tas.gov.au>; Leigh McCullagh <leigh.mccullagh@nmc.tas.gov.au>
Subject: Browns entrance

Hi Jonathan,

Could a sketch be prepared with some dimensions along with an estimate of cost? Thanks Des

Des Jennings



General Manager | Northern Midlands Council
Council Office, 13 Smith Street (PO Box 156), Longford Tasmania 7301
T: (03) 6397 7303 | F: (03) 6397 7331
E: des.jennings@nmc.tas.gov.au | W: www.northernmidlands.tas.gov.au

T a s m a n i a ' s H i s t o r i c H e a r t

From: Jonathan Galbraith
Sent: Wednesday, 15 February 2017 9:46 AM
To: Des Jennings <des.jennings@nmc.tas.gov.au>
Cc: Leigh McCullagh <leigh.mccullagh@nmc.tas.gov.au>
Subject: Browns entrance

Des,

I met with Linus Grant and Shrikanth from the United Service to discuss their concerns about the Browns Entrance on Monday. Linus' suggestion is that the entrance be widened in the area shown in pink on the

attached plan. He believes that the entrance is wide enough at the point where it meets Wellington St but because it narrows up it creates problems if there are several cars lined up attempting to turn right and also others attempting to turn left at the same time.

The land is privately owned and none of it is Council property but I can see no problem with the idea, if someone is prepared to do the work. I have done a dial before you dig and the water, gas and Telstra are on the other side of the driveway and would not be in the way, however it would still be wise to get all services located before any works were carried out. I have not yet heard back from Aurora regarding the power but it is my recollection that this goes through the carpark further to the south.

No boundary adjustments would be required as the access is currently on land owned by the Supermarket. The exact boundary location should be confirmed before works are carried out.

Regards,

Jonathan Galbraith



Engineering Officer | Northern Midlands Council

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T a s m a n i a ' s H i s t o r i c H e a r t



From: postmaster@nmc.tas.gov.au [<mailto:postmaster@nmc.tas.gov.au>]

Sent: Wednesday, 15 February 2017 9:06 AM

To: Jonathan Galbraith <jonathan.galbraith@nmc.tas.gov.au>

Subject: Scan from Works printer

Section 28ZK (7) of the *Local Government Act 1993* requires that any person who receives a determination report must keep the determination report confidential until the report is included within an item on the agenda for a meeting of the relevant council. Failure to do so may result in a fine of up to 50 penalty units.

Local Government Act 1993

**INVESTIGATING PANEL DETERMINATION REPORT
NORTHERN MIDLANDS COUNCIL CODE OF CONDUCT**

Complaint brought by Mr Ian Goninon against Councillor Paul Terrett

Investigating Panel

- Jill Taylor (Chairperson),
- Matt Evans (Local Government Member)
- Anthony Mihal (Legal Member)

Date of Determination: **29 September 2025**

Content Manager Reference: C36499

Summary of the complaint

A code of conduct complaint was submitted by Mr Ian Goninon to the General Manager of the Northern Midlands Council on 16 December 2024. Mr Goninon alleged that Councillor (Cr) Terrett, a Northern Midlands Council ("the Council") councillor, breached Parts 7.1(a), (b) and (c), 7.2 (a), 7.5 and 8.7 of the *Local Government (Code of Conduct) Order 2024* ("the Code").

The breaches were alleged to have occurred at a meeting of the Devon Hills Neighbourhood Watch and Residents Committee ('the Residents Committee') held on 8 December 2024. Mr Goninon alleged that discussion took place in relation to a pamphlet Cr Terrett had circulated in the community that outlined several initiatives Cr Terrett had supported for Devon Hills. Mr Goninon challenged the accuracy of the information contained in the pamphlet on the basis that he had been instrumental in initiating some of the work when he was a councillor. A verbal disagreement developed between the pair during which Mr Goninon alleged that Cr Terrett had offended him by yelling and pointing his finger at Mr Goninon. Cr Terrett stated in his written submission that he had raised his voice to be heard over Mr Goninon and denied pointing his finger, stating that he was gesticulating with his hands.

The relevant Parts of the Code Cr Terrett was alleged to have breached are -

Part 7 – Relationship with Community, Councillors and Council Employees

1. A councillor must –

- (a) Treat all persons fairly; and*
- (b) Not cause a reasonable person offence or embarrassment; and*
- (c) Not bully or harass a person.*

2. A councillor must –

(a) Listen to and respect the views of other councillors in council and committee meetings and all other proceedings of the council.

5. A councillor must not, in the councillor's relationship with persons, other councillors, the council, employees of the council or other bodies engage in conduct that is prohibited conduct.

Part 8 – Representation

7. A councillor's personal conduct must not reflect, or have the potential to reflect, adversely on the reputation of the Council.

Initial assessment

Following receipt of the complaint, the Executive Officer of the Code of Conduct Panel appointed a member of the Panel to conduct an initial assessment of the complaint in accordance with section 28ZA of the *Local Government Act 1993*. Having assessed the complaint, the initial assessor dismissed the complaint in so far as it related to alleged breach of Parts 7.2(a) and 7.5 of the Code and determined that the balance of the complaint relating to alleged breaches of Parts 7.1 (a), (b), & (c) and Part 8.7 of the Code should be investigated and determined by the Panel.

The complainant, respondent councillor and the General Manager were notified of the outcome of the initial assessment by letter dated 29 January 2025.

Investigation

The Executive Officer of the Panel convened us to constitute the Panel to investigate and determine the complaint in accordance with section 28L of the Act. We proceeded to do so in accordance with section 28ZE of the Act.

The Panel had regard to the Local Government (Code of Conduct) Order 2024 as well as the following documents that were presented as evidence in our investigation of the complaint.

- The complaint submitted by Mr Ian Goninon under cover of statutory declaration dated 10 December 2024
- Councillor Terrett's response to the complaint, submitted under cover of a statutory declaration 14 February 2025 with attachments
- Mr Ian Goninon's comments on Councillor's Terrett's response under cover of a statutory declaration dated 1 April 2025 with attachments
- A witness statement by Cr Janet Lambert under cover of a statutory declaration dated 24 April 2025.

Hearing

As per section 28ZH of the Act, we held a hearing on 11 June 2025 at Henty House in Launceston. The chair, Ms Jill Taylor sat in person with other Panel members, Mr Anthony Mihal and Mr Matt Evans attending remotely by videolink. Mr Goninon and Cr Terrett appeared in person.

Cr Terrett brought a support person, Mr Jason Horton, with him to the hearing. As Mr Horton's name had not been provided prior to the hearing, the Panel asked Mr Goninon if he had any objections to Mr Horton attending the hearing as a support person for Cr Terrett. Mr Goninon did not object.

Cr Lambert had also attended the hearing with Mr Goninon who intended to call her to give oral evidence at the hearing, which took us and Cr Terrett by surprise.

We asked Cr Terrett if he had any objection to Cr Lambert giving oral evidence. Cr Terrett objected to Cr Lambert being called to do so as he had not been forewarned and was prejudiced in that he had not prepared questions for her and did not know what oral evidence she would give in addition to the evidence in her statutory declaration. We determined to take Cr Lambert's evidence by statutory declaration only and not to also hear oral evidence from her to avoid prejudice to Cr Terrett. Cr Lambert was advised of this and did not attend the hearing.

At the commencement of the hearing, the Chairperson read a preamble outlining how the hearing would be conducted and the process to be followed after the hearing.

Both Mr Goninon and Cr Terrett made an affirmation attesting to the truth of their evidence.

Mr Goninon was asked to speak first to his complaint. Mr Goninon re-stated the events he outlined in his complaint, that Cr Terrett yelled at him and pointed his finger, which Mr Goninon said was *"not becoming of a councillor"*. Mr Goninon said that he felt bullied by Cr Terrett who had prevented him from finishing the point he was making at the meeting. Mr Goninon said that Cr Terrett later apologised to some people in the room but did not apologise to him. Mr Goninon said that he was not treated fairly by Cr Terrett as no one else at the meeting was subjected to Cr Terrett's behaviour. Mr Goninon also said that he was offended and embarrassed by Cr Terrett's behaviour toward him.

As to Cr Terrett's alleged breach of Part 8.7 of the Code, Mr Goninon said that the Council did not have the *"best reputation"* adding that when he was a councillor, he had always tried to set an example, alleging that Cr Terrett had not done this.

When we asked what Mr Goninon was trying to convey when he had been stopped by Cr Terrett's intervention, Mr Goninon said he was wanting to ask questions about rates, etcetera and to question the accuracy of the detail contained in Cr Terrett's flyer. Mr Goninon conceded that during his exchange with Cr Terrett, Mr Goninon got up and walked around the table towards Cr Terrett. When asked why he did so, Mr Goninon said whilst he took offence to what Cr Terrett was saying, he stood up as he had difficulty sitting for a prolonged period. Mr Goninon said that he had *"walked around the table but not in an aggressive manner"*. When asked by the Panel whether he had a clenched right fist at the time, Mr Goninon denied this. Mr Goninon added it was Cr Terrett that was aggressively pointing his finger at him. Mr Goninon said at that point the chairperson of the Residents Committee, Mr Canning, came and stood between Cr Terrett and Mr Goninon.

In his statement, Mr Goninon said that he could be "loud and passionate" and Cr Lambert in her witness statement acknowledging Mr Goninon's many years as a councillor said, *"I have witnessed him speak very passionately about the issues presented to Council."* In view of this evidence, the Panel asked whether his passion led him to yelling. Mr Goninon said that at the December 2024 meeting, he only raised his voice to be heard over Cr Terrett.

Mr Terrett asked why Mr Goninon did not discuss his concerns about the flyer at an earlier meeting of the Residents Committee on 11 August 2024. Mr Goninon replied by saying that he had tried to contact Cr Terrett by phone. Cr Terrett denied that he had *"any missed*

calls” from Mr Goninon but did admit he could have missed calls from an unrecognised number on his phone if no message was left.

Cr Terrett was then invited to respond to Mr Goninon’s complaint.

Cr Terrett alleged that Mr Goninon’s complaint was an *“orchestrated attempt to bully him”*, going on to say that *“there is an ongoing dispute he has with Council to which he has taken separate action”*.

Furthermore, he added that those who support Mr Goninon *“have an ongoing dispute with him being elected to Council”*. Cr Terrett said that Mr Goninon was trying to make a political statement at the Residents Committee meeting of 8 December 2024 and was verbally attacking him in a very loud voice and that he, Cr Terrett, raised his voice to be heard. Cr Terrett said that Mr Goninon was trying to attack his reputation. Cr Terrett admitted that he said to Mr Goninon *“that the community has spoken”* referring to the results of the last Council election in which Mr Goninon was not re-elected. He conceded that in hindsight, he should have said nothing. Cr Terrett said that he was very shaken by Mr Goninon walking around the table towards him with his fist clenched. Cr Terrett said that he later apologised to the meeting which included Mr Goninon but the whole altercation left him feeling unsafe.

As to whether Cr Terrett had treated Mr Goninon fairly, Cr Terrett said that he treated Mr Goninon in the same way that he treated him. In relation to whether he had caused offence or embarrassment to Mr Goninon, Cr Terrett said that it was the other way around. He said that Mr Goninon *“was the perpetrator of the situation and attempted to bully and harass him”*.

Cr Terrett denied that he pointed his finger at Mr Goninon although he did concede that he was upset that his advocating for issues was not acknowledged. Cr Terrett reiterated that when Mr Goninon came around the table to him with a clenched fist, he felt unsafe. Cr Terrett added that in hindsight, he probably should have said nothing, however he was shaken by the event, for which he later apologised. Cr Terrett said that he raised his voice to be heard above Mr Goninon who *“challenged him as a councillor”*. Cr Terrett submitted that his personal conduct was not a reflection on Council because he was responding to personal attacks by Mr Goninon. Cr Terrett said that there were inaccuracies in Cr Lambert’s evidence, adding that the facts in his flyer were accurate.

The Panel asked Cr Terrett whether he treated Mr Goninon differently to any other person at that meeting. He replied by saying he only treated Mr Goninon differently in response to Mr Goninon’s *“personal attacks”*. When asked by the Panel what his role was on the Devon Hills Neighbourhood Watch and Residents Committee, Cr Terrett said he was a Council representative along with Deputy Mayor Janet Lambert. Mr Goninon was a local resident member.

The Panel asked Cr Terrett what he meant in his evidence when he said that Mr Goninon *“was abusive”*. Cr Terrett said that he was so upset that he couldn’t recall exactly but said that Mr Goninon used words to the effect that Cr Terrett did not have any principles and that he lied in his flyer.

When asked by the Panel if Mr Goninon’s evidence that he only raised his voice after he (Cr Terrett) had yelled at him was correct. Cr Terrett replied by saying that Mr Goninon raised his voice first and was calling him derogatory names. Cr Terrett conceded that because of this he did not speak in a *“calm and level way”*. Cr Terrett again denied pointing his finger at Mr Goninon.

We asked Cr Terrett whether Mr Goninon continued to call him derogatory names after he stated, *“the election was over, and the electors have made their decision”*. Cr Terrett said that he could not recall the exact names as he was upset and emotional at that stage.

The Panel asked Cr Terrett what the mood of the room was like after the interchange between him and Mr Goninon. Cr Terrett said that the meeting continued to discuss the remaining agenda items.

We noted Cr Lambert’s evidence that as Mr Goninon started to ask questions about the flyer, Cr Terrett stood up and began to yell and point at Mr Goninon. Cr Terrett was asked if this was his recollection of what happened. Cr Terrett denied this account saying again that he did not yell or point his finger. When this was put to Mr Goninon, he answered that Cr Lambert’s statement was correct.

Mr Goninon said that he basically agreed with what Cr Lambert had said in her statement. When questioned further Mr Goninon said that there may have been some smaller inaccuracies in Cr Lambert’s statement, but he didn’t think they were relevant.

The Panel asked Cr Terrett whether he agreed with Cr Lambert’s evidence of *“a clear concerning pattern of aggressive and rude behaviour by Cr Terrett.”* Cr Terrett denied this assessment, saying that was not true and he is usually a level-headed person except when he is personally attacked, or he is not being able to raise matters in a Council meeting. Cr Terrett said that he has become emotional, and this has affected his health.

The Panel asked both Mr Goninon and Cr Terrett if they had observed any comment or reaction within the community to the incident that occurred at the meeting of 8 December 2024, and they said had not.

The Panel questioned Cr Terrett about Cr Lambert’s statement that *“Cr Terrett is unable to control his aggression when his ideas are the slightest bit challenged”*. Cr Terrett said that he believed that there was collusion between Mr Goninon and Cr Lambert. Mr Goninon said that he took offence to this allegation by Cr Terrett and that he and Cr Lambert had not spoken about the incident.

In summation, Mr Goninon said that since 1994 he has taken an active interest in Council and since his term as councillor finished, he has been involved in some Council committees. Mr Goninon said that he has not made any offensive comments regarding Cr Terrett. Mr Goninon reasserted that he was treated unfairly as he was prevented by Cr Terrett from completing his commentary at the meeting.

In his summary, Cr Terrett restated that he felt the incident that occurred between him and Mr Goninon was an orchestrated attempt to damage his reputation. Cr Terrett said that it was Mr Goninon who had treated him unfairly and bullied and harassed him. Cr Terrett reiterated that the only reason he raised his voice was to be heard. Cr Terrett said that when Mr Goninon walked around the table to him, he rose as he felt unsafe.

After the conclusion of the hearing, we decided to offer Mr Goninon the opportunity to request the hearing be reconvened for the purpose of him calling Cr Lambert to give oral evidence. On 17 June 2025, a letter was sent to Mr Goninon, with a copy to Cr Terrett giving notice of that decision. On 18 June 2025, Mr Goninon advised the Panel by email that he did not wish to reconvene the hearing.

Determination

The Panel dismisses those parts of the complaint that relate to alleged breaches of Parts 7.1 (a), (b) and (c) of the Code and upholds that part of the complaint that relates to breaches of Part 8.7 of the Code.

Reasons for determination

The complainant and responding councillor in this matter provided differing accounts of what transpired at the meeting of the Devon Hills Neighbourhood Watch and Residents Committee held on 8 December 2024. Where those accounts differed, it was difficult for us to make any determination. Except for the following, our findings of fact are largely in accordance with the concessions each party made at the hearing.

Mr Goninon was not an impressive witness. We found his explanation for rising from his chair during the relevant exchange that took place between him and Cr Terrett to be inherently unlikely. We prefer Cr Terrett's evidence that Mr Goninon rose from his chair and approached Cr Terrett. Both Mr Goninon and Cr Terrett conceded that during the exchange, they were both raising their voices and, in that context, it was likely Mr Goninon's approach was aggressive.

In relation to the allegation that Cr Terrett pointed his finger at Mr Goninon, Cr Terrett claimed that he had made "*hand gestures*" as he spoke. In her witness statement, Cr Lambert said that at a Council meeting in February 2024, Cr Terrett "*directed an aggressive hand gesture and body language*" in her direction. It is conceivable that Cr Terrett may have done so in an inappropriate manner at the meeting on 8 December 2024. Cr Terrett did not deny that he had treated Mr Goninon differently than others at the meeting, but this was because of Mr Goninon's behaviour towards him.

In its final analysis, the Panel concluded that a heated debate took place between Mr Goninon and Cr Terrett which resulted in them raising their voices at each other. We cannot make a finding about who did so first. Mr Goninon rose from his seat and aggressively walked toward Cr Terrett and was intercepted by the Chairperson of the committee. During the exchange, Cr Terrett was gesturing with his hands which Mr Goninon interpreted as being inappropriate behaviour.

Having made those findings of fact, we considered the provisions of the Code that it is alleged that Cr Terrett breached.

Part 7.1 (a), (b) and (c)

Mr Goninon alleged in his complaint and his oral evidence that he had been treated unfairly by Cr Terrett as he had been singled out by Cr Terrett by yelling at him. Furthermore, Mr Goninon alleged that Cr Terrett offended and embarrassed him and bullied and harassed him.

Mr Goninon chose to make allegations about the accuracy of Cr Terrett's flyer at the meeting. A heated exchange ensued in which both parties raised their voices and Mr Goninon approached Cr Terrett aggressively. We cannot conclude on the basis of those findings that Cr Terrett treated Mr Goninon unfairly, caused Mr Goninon offense or embarrassment or bullied or harassed Mr Goninon. Both parties behaved inappropriately. Therefore, we found that the complaint that Cr Terrett breached this part of the Code was not substantiated.

Part 8.7

There was simply no evidence before us that what transpired at the meeting 8 December 2024 did in fact reflect adversely on the reputation of the Council. There was, for example,

no evidence of public discussion of the matter and little evidence even as to the reaction of those who attended the meeting. Whilst the Panel found that both Mr Goninon and Cr Terrett behaved inappropriately at the meeting, the Code of Conduct applied only to Cr Terrett who admitted that he treated Mr Goninon as he was treated by him. A councillor will breach Part 8.7 of the Code where there is the potential for the councillor's behaviour to reflect adversely on the reputation of the Council.

Cr Terrett was at that meeting in his role as a councillor. The exchange in which both parties behaved inappropriately concerned council elections and council business, and the Panel finds that there was potential for Cr Terrett's behaviour to bring the Council into disrepute. The Panel upholds this part of the complaint.

Sanction

Section 28Z1 (2) of the Act provides that –

If the code of conduct complaint or part of it is upheld, the investigating Panel for the complaint may impose one or more of the following sanctions on the councillor against whom the complaint is made:

- (a) a caution;*
- (b) a reprimand;*
- (c) a requirement to apologise to the complainant or other person affected by the contravention of the code of conduct;*
- (d) a requirement to attend counselling or a training course;*
- (e) a suspension from performing and exercising the functions and powers of his or her office as a councillor for a period not exceeding 3 months.*

On 3 July 2025, the Panel invited the parties to make a submission within seven days, regarding what, if any, sanction should apply should the Panel uphold the whole or part of the complaint.

Cr Terrett responded on 3 July 2025 stating that he did not consider any sanction should be applied and gave reasons for his position, including because he had apologised to the meeting for his behaviour, was remorseful, regrets raising his voice and would behave differently in the situation in the future and would instead choose to leave the meeting.

Mr Goninon also responded on 3 July 2025. He submitted that we should take into account Cr Terrett's subsequent behaviour at Council meetings and require Cr Terrett to attend counselling or training and suspend him from the Council.

The Panel met on 14 July 2025 to determine what, if any sanction would apply. We declined to take into account Cr Terrett's behaviour at subsequent Council meetings and limited our consideration to our findings of fact relevant to the determination of the complaint. We accepted Cr Terrett's submissions that his apology to all in attendance at the meeting held on 8 December 2024 as confirmed by Cr Lambert in her evidence, remorse and insight are mitigating.

Nevertheless, the Panel has determined that Cr Terrett's behaviour at the meeting was inappropriate for an elected member and had the potential to bring the Council into disrepute. We do not consider the behaviour and its potential effects to be so serious as to warrant suspension or training.

The Panel cautions Cr Terrett in relation to his behaviour at the meeting of 8 December 2024.

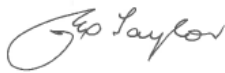
Timing of the Determination

In accordance with section 28ZD(1) the Investigating Panel is to make every endeavour to investigate and determine a code of conduct complaint within 90 days of the Initial Assessor's determination that the whole complaint is to be investigated and determined.

The Panel has been unable to investigate and determine the complaint within 90 days, owing to delays in arranging the hearing to meet the requirements of Panel members and parties to the complaint.

Right to review

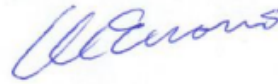
A person aggrieved by the determination of the Code of Conduct Panel, on the ground that the Panel failed to comply with the rules of natural justice, is entitled under section 28ZP of the Act to apply to the Tasmanian Civil and Administrative Tribunal for a review of the determination on that ground.



Jill Taylor
Chairperson



Anthony Milhal
Member



Matt Evans
Member

DATE: 29 September 2025

Cressy Hall Committee meeting Tuesday 18th March 25

Meeting opened 7.18 pm

Present – Pam & David Button, Helen Williams, Daniel Rowbottom, Nick and Petrina Goss.

Apologies – Edith Seadon

Business Arising –

Floor cleaner purchased and paid for \$5500. Nick will give lessons to those who need to know how to work it.

Wash down of hall was done. Payment to be made of \$1320

Windows – discussed how terrible they look. All agreed they really need replacing as extremely hard to clean. Maybe we could work on getting the rest of the kitchens one done first? Nick to contact Richad Goss.

Exterminator – pest control. David said to contact Prime as the bowls club use them. Petrina will give them a call.

Petrina suggested we also get some Rat/Mice bait stations to put around the hall. Nick is going to Nutrien to get some.

Treasurers Report – No report

General Business –

Helen – asked Daniel if our cheques were going ok as only be presenting one signature. So far, all good.

David – suggested we try and get some more committee members. Nick has asked a few with no success yet. Will keep trying.

Pie heater – Need to purchase a new one. They are around \$1000 at hotel supplies.

Storage area – needs to be looked at. Hirers have been putting too much of their own equipment in front of ours. This makes it hard for other hirers who need to access tables and chairs.

Petrina to make new signs for door and floor cleaners. Asking hirers to turn off equipment and to also not to touch the floor cleaner.

Old oven – Nick to put up on marketplace to see if we can get rid of it. If not will take to tip.

Helen to purchase new bins, toilet essentials.

Meeting closed at 7.45

Next meeting 15th July 7pm at the fire station (winter months)

Cressy Hall Committee meeting Tuesday 15th July 2025

Meeting opened 7.10 pm

Present – David Button, Helen Williams, Daniel Rowbottom, Nick and Petrina Goss.

Apologies – Pam Button & Edith

Previous minutes read by Petrina. Moved by Daniel, seconded by Helen

Business Arising –

Windows – Nick said he had some quotes done and he sent onto Council and hasn't heard back yet. Quotes were around \$9,000 for kitchen and \$20,000 plus for hall.

Exterminator – pest control. Will get them later in the year. Nick bought bait stations and has put them around the hall. Daniel has paid for them.

Pie heater – Not a necessity atm but maybe look at buying new oven trays.

Tables – we need to have a look at the current condition as may need to purchase some new ones.

Treasurers Report – Daniel presented us with the report and moved that that they were correct, seconded by David.

General Business –

Helen – Election Day coming up. Helen said she will clean toilets, and Nick will wash the floors.

Daniel – Have plenty of hall bookings which is good. Prices are on the website.

Nick – Lights in the storeroom need fixing. Glen has been asked. Also, the flood light is staying on. Maybe need to look at replacing to a sensor one.

Old oven – Nick to put up on marketplace to see if we can get rid of it. If not will take to tip.

Meeting closed at 7.44

Next meeting - Oct 14th, 7pm at the Hall to check out floor washer, tables & oven trays.

Cressy Hall January – June 2025

Brought forward \$19,578.65

Income

Interest (Jan)	7.47
Hire - House of Refuge	950.00
Interest (Feb)	7.65
Hire - House of Refuge	650.00
Interest (March)	7.07
Hire - House of Refuge	100.00
Hall Hire/Ins – C Bailey	150.00
Hall Hire – JBS	100.00
Hire - House of Refuge	100.00
Hall Hire – RAW	50.00
Interest (April)	6.37
Hire - House of Refuge	550.00
Interest (May)	5.97
Hire - House of Refuge	450.00
Hall Hire – AEC	105.00
Interest (June)	6.34
Hall Hire – House of Refuge	400.00

Totals \$3,645.87

Expenses

NMC – Waste	444.65
CBA Statement Fee	5.00
Warwick – Floor Cleaner	5,500.00
Public Liability - Bailey	50.00
Nutrien – Bait Stations	216.36
Bunnings – Toilet brushes etc	83.92
Anzac Wreath	60.00
NMC – Aurora	992.40
CBA Statement Fee	5.00
Ricky Bannon – Exterior Clean	1,320.00

\$8,677.33

Closing Balance \$14,547.19

PERTH COMMUNITY CENTRE MANAGEMENT COMMITTEE
ANNUAL GENERAL MEETING

Tuesday October 7th, 2025.
held at the Perth Community Centre
173 Fairtlough Street, Perth
Commencing at 7.10pm

Present: Katrina Freeman (KF) [Chairperson], Glenn Leighton (GL), Ralph McGee (RM),
Judi McGee (JM) Jo Saunderson (JS),

Absent:
Cr Dick Adams OAM (DA)

Minutes of Previous Annual General Meeting: October 1st, 2024.
It was moved JM and seconded RM that the minutes be accepted as a true record.
CARRIED

Chairs Report: Attached

Treasurers Report:
GL tabled the Audited report (see attached)

General Business:

Election of Office Bearers:

Secretary JM declared all positions vacant & took the chair to conduct election of office bearers.

	Nomination,
Chairperson	Katrina Freeman
Secretary	Judi McGee
Treasurer	Glenn Leighton
Committee	Jo Saunderson & Ralph McGee
Membership,	3 vacancies at present

As there was no other nominations for each of the positions JM announced the positions duly elected and congratulated all committee members and wished them well for 2025/26.
Meeting closed at 7.25 pm.

J McGee
Secretary

K.Freeman.
Chairman.

Chairperson's Report

Date: 07/10/25

Location: Perth Community Centre

Overview

2025 has been somewhat of a quiet year for the centre with the absence of the child care early learning, but hire bookings have remained steady with a slight increase in children's parties. We have also gained another long term hirer who is also paying for storage. This all helps to keep the centre financials healthy and we have not had any problems keeping up with all our financial obligations.

Facility Improvements

The entrance to the centre has been improved with the low shrubs being removed along with some conifers that had died. This has tidied up the area and is more open which adds to the over security of the complex.

A lock box has also been installed containing a key to the centre. This has enabled committee members who do not have a key to access when needed along with the ability to allow tradesmen etc to the site without a committee member being present.

As the centre is no longer manned every day due to the child care relocating to their new facility Aurora have installed a smart metre for power readings enabling correct charging of power bills.

NMC advised us this year that we no longer have to pay an annual register fee for our kitchen as it has been classified as a low risk under the Tasmanian Food Business Risk-Classification system.

Conclusion

As with every committee, we have struggled to entice new volunteers so I want thank the management committee for your continued involvement (many who have served for more than 10 years) and commitment to our community. Together, we are creating a better environment for everyone.

Next AGM: 06/10/2026

Kindest regards,

Katrina freeman

Chairperson

Perth Community Centre

PERTH COMMUNITY CENTRE MANAGEMENT COMMITTEE (PCCMC)

COMMITTEE GENERAL MEETING MINUTES

Perth Community Centre, 173 Fairtlough Street, Perth, on Tuesday October 7th, 2025.
Meeting commenced at 7.30 pm.

PRESENT Chair Katrina Freeman (KF), Judi McGee (JM), Jo Saunderson (JS), Ralph McGee (RM), Glenn Leighton (GL)

ABSENT

Cr Dick Adams OAM (DA)

MINUTES OF PREVIOUS MEETING

Moved: JM, Seconded: RM, that the minutes from previous meeting August 5th, 2025 as read, be accepted as a true record. CARRIED

BUSINESS ARISING & ACTION SHEET FROM PREVIOUS MINUTES

- The ashtray outside the centre has been removed.
- It was decided to remove the point re conversion of Ladies Showers on Action Sheet until such time as we are notified of the decision on use of the early childhood room.
- The pot hole in grassed area of car park has been filled in and JS advised that people were still parking on this area causing damages to the area. It was decided that JM would have a discussion with Leith McCulloch (NMC) to see what can be done to alleviate this problem. **ACTION LIST**
- GL advised that he had had discussion with Graham Eberhardt re history of the centre and he is going to submit a written article for the progress association news letter.
- Repairs/ replacement of alarm system is ongoing.

NEW BUSINESS

- JM advised that the monitoring system/service contract with Jacksons has been cancelled.
- JS suggested that we may be able to obtain a grant to upgrade the lawned area behind the centre. It was decided that we need to have some idea of what we want prior to applying and GL offered to measure the area so that the committee can then draw up a plan of equipment/layout wanted **ACTION SHEET**

RATIFICATION OF HIRE PRICES FOR CENTRE FOR 2025/26

- JM requested that the committee look at the current hire charges for the centre and it was decided that as we would keep the charges the same as for the previous year.
- The following was decided:-
- The Senior Citizens Indoor Bowls Club & the Progress Association's Scone Time will remain at the same price of \$8.80 per hour (inc GST)
- Taekwondo hire will remain at \$30 per session
- Lions Club annual hire will remain at \$850
- Nth Tas Budgerigar Society will remain at annual charge of \$600 for monthly meetings and storage.

- The hourly rate for normal hire will remain at \$18.50 per hour per room.
- The daily rate for hire for the whole centre will remain at \$250.
- Bond will remain the same at \$200 for large functions.

TREASURERS REPORT

GL reported that as of October 7th 2025 the bank balance was \$10,677.14. Moved GL that the report be accepted.

Carried

CORRESPONDENCE

NONE

Meeting closed at 8.20pm

Next Meeting and AGM

Tuesday December 2nd , 2025

KATRINA FREEMAN

CHAIR

Morven Park Management & Development Association Inc.

Minutes of General Meeting of the Morven Park Management Committee held at the Morven Park Clubrooms on Wednesday 8th October 2025.

Meeting opened at: 7.30pm

Present:	Chairman	David Houghton
	Vice Chairman	Ian Pease
	Treasurer	
	Secretary	Rhonda Whitmore
	Evandale Skate Park	Ian Pease
	Evandale Village Fair	
	Evandale Football Club	Scott Hil
	Evandale Cricket Club	Carmel Oates
	Evandale Light Rail	Steve Opperman
	Evandale Tennis Club	
	Evandale Primary School	
	Morven Park Grounds	Brendon Crosswell
	Northern Midlands Council	Kristy Nutting (Executive Officer)
	Heidi Kent (Part Time Council Employee – Evandale Community Centre)	

Apologies: John Hughes, David Swann. Anthony Axton

Meeting opened at 7.30pm.

Minutes of previous General Meeting held on 10th September 2025 to be read and confirmed.

Moved: Brendon Crosswell Seconded: Ian Pease CARRIED

Business Arising from 10th September 2025 meeting:

1. Management Agreement with NMC - Executive Officer Kristy Nutting to address Committee. (7.35pm – 8.46pm)

Kristy explained the responsibilities of a Special Committee of Council, the number of current Special Committees that Council have (currently 12) and the differences with each. The MPMC again expressed its concerns as raised in the February 21st, 2025 email to Council. As MPMC is an incorporated body there are conflicts with our constitution and the Management Agreement presented by the NMC which the Committee was advised is not amendable. A suggestion was put forward that MPMC consider a ‘peppercorn lease’ arrangement with inclusions as to on-going ground maintenance & facility funding.

Motion: That the Committee review a lease option with the Northern Midlands Council. A draft lease to be provided by Kristy Nutting and discussed at the next meeting, with a view to discussing further with Kristy Nutting at our December meeting.

Moved: Ian Pease Seconded: Brendon Crosswell CARRIED

2. Kristy to seek clarification if the scoreboard is considered to be Council infrastructure or an asset of MPMC and advise on status of insurance claim as per emails sent to Council by ESign Australia (29/07/2025) for repairs to damaged scoreboard caused by Tas Networks power issue. Maintenance schedules of buildings and ground to be provided.
3. Power to ticket booth - Leigh McCullagh obtaining quote and submitting for mid-year budget review.
4. Solar battery - Insufficient for ground lights but possibly useful for Club rooms. update?
5. Still Shredder Vac - Cricket Club has cleared leaves in nets. Advised using leaves as mulch under and around Barclay Street hedge.
6. Scoreboard issues - General Manager and Works Manager agreed to let Football Club/MPMC remove old cable and replace with larger size. Re-imbursement expected from NMC. **Kristy to follow up regarding situation with scoreboard and insurance claim notified to Council in July.**
7. Speeding vehicles leaving Morven Park - being monitored and vehicle identified on Sunday – Cricket Club following up.
8. Picnic table repairs - Yet to be completed by Council.
9. Timer for heat pump in scorer's room – to be completed.
10. Sand for top-dressing. Brendon organising when required currently using existing stock.
11. Pitch cover removal completed and being stored on site.
12. Bar fridge compressor – awaiting quote from Dakins.
13. Home changeroom vanity water damage – being organised.
14. Steam Fest day – Very well received with TV coverage. Great event and to be held again next year.
15. Aluminium bench seats – None currently available at Council.
16. UTas seats - Tender to LCC via the NTFA if any required for front of club/changerooms
17. Gutter & solar panel cleaning - Leigh McCullagh organising.
18. Sealing of roadway around ticket-box area – Completed today.
19. Line marking machine.

Motion: That machine be purchased at a cost of \$2299 + GST and shipping with the cost to be split 3 ways. (Football, Cricket and MPMC).

Moved: Scott Hill Seconded: Bradley Mitchell.

CARRIED

Correspondence:

Out:

Email to General Manager and Works Manager re cable replacement.

Emails to Leigh McCullagh re aluminium seats, gutter and solar panel cleaning, road sealing near ticket box.

Email to Kristy Nutting re advising MPMC of Council's response regarding Management Agreement.

Minutes of General Meeting 10th September 2025.

In:

Email response from General Manager re scoreboard cable replacement.

Email response from Leigh McCullagh re scoreboard cable replacement. Council has offered the services of a company to complete a sweep for underground assets and the services of a Vac truck if needed.

Emails from Leigh McCullagh re aluminium seats, gutter and solar panel cleaning, road sealing near ticket box.

Email from Kristy Nutting re advising MPMC of Council's response regarding Management Agreement.

Financial Report: \$ 12,710.70

Moved: Ian Pease

Seconded: Steve Opperman

CARRIED

User Groups:

Cricket – Season commences this weekend. Launch last Saturday with new players. Taps in men's public toilets need addressing – Damien Wilson to be notified (Chairman to contact Leigh McCullagh to organise).

Green garbage bins x 4 for clubrooms to be purchased to replace existing – Ian to arrange.

Football - Handover completed. 100ltrs of Dulux paint (donated) to update internal changerooms once colour scheme selected. **Council to complete painting? Kristy Nutting to investigate.**

Tennis - NR

Skate Park – All good

Primary School - NR

Light Rail - Request to install security camera on current system - Light Rail people to contact Damien Wilson.

Village Fair - NR. Noted that a new Committee has been installed and organising next year's Penny Farthing event in February.

Morven Park Grounds - All in good order.

Northern Midlands Council - NR

General Business:

Movie night – planned for late January 2026 with entertainment by Nathan Broomhall, children's activities (Auskick, facepainting, play cricket, train rides, etc), BBQ, drinks etc. Entrance fee to be determined.

First aid kits require servicing – Council to be requested to arrange as per Agreement.

Meeting Closed: 9.35pm

Next Meeting: General Meeting - Wednesday 12th November 2025 at 7.30pm.

Cressy Hall Committee meeting Tuesday 14th October 2025

Meeting opened 7.09 pm

Present – David and Pam Button, Helen Williams, Daniel Rowbottom, Nick and Petrina Goss, Edith Seadon.

Apologies – Nil

Previous minutes moved by Helen.

Seconded by David

CARRIED

Business Arising –

Election Day was good.

Still waiting on the council – about the windows that need replacing.

Lights – still waiting on Glen.

Old Oven – to take to tip

Oven trays – Helen to purchase some.

Tables – we also need to replace at least 6 – prices to follow.

Treasurers Report – Daniel presented us with the report. Daniel said that we are questioning the power bill, and we are also waiting on the maintenance grant money to come in.

Daniel moved that the report was correct, seconded by Edith. (attached)

General Business –

Daniel – Gas bottle needs ordering, still in Helen's name. We need to look at changing this into a hall committee account. Daniel looking into this.

A letter was read out to the committee about a noise complaint and hall users looking into a private back yard. Daniel moved that we write to the council asking if they can ask Telstra if the fence can be replaced with a higher one and that we can go halves with the project. The fence is owned by Telstra. All in favour.

Petrina to send an email to council about fence.

Meeting closed at 7.42pm

Next meeting – Feb 17th, 7pm at the Hall

EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL MANAGEMENT COMMITTEE MINUTES

Date: Tuesday 14 October 20215

Chair: Brett Goldsworthy

1. Attendance and Apologies

- a. **Present:** Brett Goldsworth, Kristy Nutting, Lyn Robson, Gillian Atherton, Judy Heazlewood, Jim Irvine, Geoff and Jackie Divall, Kath and Barry Wenn, Barry and Maria Lawson , Heidi Kent, Paul Terrett, Mariella Vallesi
- b. **Apologies:** Ernie Lang

2. Acknowledgement of Country – given by Brett Goldsworthy

Confirmation of Previous Minutes

The meeting minutes from the meeting held on Tuesday 12 August 2025 were presented. The following discrepancies were raised:

- A typo concerning hall figures. The correct figure is \$534.
- Judy Heazlewood was listed as an attendee twice.
- **Motion proposed** to accept last meeting minutes subject to the items above.
- **Moved:** Judy Heazlewood
- **Seconded:** Barry Lawson

Correspondence In/Out

DATE	IN	OUT	SENDER	DETAILS
1/09/25	E		Link	Statement
	E		NMBA	Newsletter
	E		Fay Krushka	Reply re Key to Centre
2/9/25	E		TICT	Newsletter
	E		ATDW	Update re accommodations
3/9/25	E		TICT	Top Tourism Awards
		E	ECIC to Volunteers & NMC	News re John's passing
	E		NMC – Maree Bricknell	Response re John's passing

	E		TT	Newsletter
4/9/25	E		NMC – Kristy Nutting	Resignation from Henrietta Houghton
	E		NHW	Newsletter
5/9/25	E		E. Lang	Re roster changes
7/9/25		E	ECIC to E. Lang	Re roster changes
	E		Michael Roberts	Email to Shop reorders
8/9/25	E		Suzi Read	Confirmation of room booking
	E		NMC-Vivien Tan	John Lewis' Funeral Notice
9/9/25	E		Suzi Read	Request for TV for meeting
		E	ECIC to Suzi Read	Confirmation of TV for meeting
12/9/25	E		Michael Roberts	Mailing confirmation for order
	E		TICT	Newsletter
16/9/25	E		TICT	Learning Hub open
	E		NMC-Fiona Dewar	Music Flyer
17/9/25	E		Taylor Hill Scarves	New Product details
			NMC-Fiona Dewar	Invite to Heritage Highway Tourism Region Assoc AGM
18/9/25			NMC-Vivien Tan	Invite to “Moments that Matter”
			TT	Newsletter
			NMC-Fiona Dewar	Heritage Highway newsletter
19/9/25	M		Jess Jones-Offbeat Tassie Artist	Catalogue
	E		Nicole Weber	Enquiry about purchasing a painting.
		E	ECIC to Nicole Weber	Reply to enquiry re painting and postage.
	E		VT	Awards
20/9/25	E		Grant Connect	Info & Tech grant notice
22/9/25	E		LetsGoKids Distribution	Top up orders
	E		Flick	Overdue Accs summary
23/9/25	E		NMC-Vivien Tan	Poster re “Moments that Matter” Festival, council updates
	E		NMC-Fiona Dewar	Poster re “Moments that Matter: Festival, council updates
24/9/25	E		NMC-Vivien Tan	Outcomes of Community Consultation
	E		Jessica Jones	Re Shop order
25/9/25	E		VT	Newsletter

	E		Jessica Jones	Update on order re postage
	E		FRRR	Newsletter
	E		Evandale Village Fair	Enquiry re advertising 2026 PF races.
	E		Nicole Weber	Funds tsf for painting and postage
	E		NMC-Fiona Dewar	Heritage Highway Newsletter
26/9/25		E	ECIC to Evandale Businesses	Heritage Highway Newsletter
	E		NMC-Vivien Tan	Poster re “Moments that Matter” Festival, council updates
	E		TICT	Newsletter
	M		Telstra	Account
29/9/25	E		TT	Newsletter
30/9/25	E		NMC-Fiona Dewar	Flood advice
	E		Tas Community Fund	Newsletter
	E		NMC-Kristy Nutting	Update re Centre Co Ordinator
	E		NMC-Vivien Tan	District Community Info
	E		NMC-Fiona Dewar	Flyer-Tas MC Day
	E		NMC-Fiona Dewar	Flyer-Perth Christmas Event

Some operational emails concerning rosters etc.

Multiple emails from Fiona Dewar and Vivien Tan at NMC concerning tourist information and weather warnings.

Several marketing emails and other emails concerning shop stock.

Reports

Financial Report: presented by Kristy Nutting of NMC see attached report.

Last minute sales on 30th October not showing up in bank account because Zeller system takes 3 days to transfer the information.

Outstanding Flick invoices – NMC are dealing with these as there is a discrepancy about which ones have and have not been paid.

Other outstanding invoices require creditors to complete a creditor form.

Accounts Presented for payment are as follows:

NMC to pay them, which have not yet been returned including The Providore.

NMC will pay other invoices by end of week:

- need to reimburse Jim Irvine for postage paid on a painting.
- pay artist for sold painting.
- phone bill to pay.
- providore to pay for milk.
- link to be paid for photocopy machine.
- photographer for shop stock
- history soc for books
- offbeat tassie artist for shop
- flick re sanitary bins – council have reached out – they are investigating.
- **Total accounts** presented for payment are just over \$2,000.00 and there is to plenty in the accounts to pay that.
- **Motion proposed** for NMC to pay from committee account Brett
Moved: Brett Goldsworthy
Seconded: Jim Irvine

Council Report – given by Kristy – nothing to report.

Hall Report – given by Brett Goldsworthy

- Bookings: cat show and regulars and circus last week
- September 2025 Revenue - \$600
- Issues noted: none given.

History Society Report – given by Barry

They did not have many members at meeting, so it was general discussion instead about the use of AI in projects.

General Business

- Welcome to Heidi Kent
- Bank signatories –
 - Kristy Nutting explained – Heidi is operational co-ordinator –
 - governance – accounts and all expenditure must be approved by committee decision –
 - previously a debit card was used as petty cash – if committee are happy perhaps, we could do that again and Heidi can pay bills.

- Heidi Kent Barry Lawson and Brett Goldsworthy to be bank account signatories .
- Current signatories are Lyn Robson, Gillian **Atherton** and Sue Axton
- **Motion proposed** to have Lyn Gillian and Sue removed and Heidi Brett and Barry added as signatories to the committee bank account at Commonwealth Bank and set a \$500 per month budget for petty cash expenditure for operational needs using new debit card.
Moved: Jim Irvine
Seconded: Mariella Vallesi
- Council committee review is ongoing with all committees .
 - Kristy will be reporting to council in November 2025
 - Jim Irvine has emailed council with his concerns about the Management Plan and review.
 - Jim confirmed that he is happy for Kristy to share his email to council with the other committee members to facilitate a discussion so that we can provide a whole of committee feedback to council.
 - Kristy would like an email back from each of us and she will share them with the committee.
 - Council has some things it should be doing re governance, and it hasn't – they will be addressing these issues and members may be receiving emails about this in near future. Major issue is who is a committee member. All committee members will get WHS requirements via email – can be done in paper form if you need it – contact Kristy or Nathan at NMC
 - Geoff raised that John Lewis is still showing as chair in WHS from Nathan
 - Kristy raised that they want to get someone trained as treasurer and secretary for a special meeting in February - idea being that secretary will only have to do what a secretary should do:
 - Secretary would compile minutes, deal with incoming and outgoing correspondence for then committee.
 - The centre coordinator would be responsible for sending out fliers for centre.
 -
 - History Society are a separate entity from the committee –but have had the same members on both for many years – history society is an incorporated body and has stood as the eligible body for grants etc to help the committee in getting grants in the past.

Upcoming Events and Opportunities

- Community Events -none
- Funding/Grant Opportunities - none
- Training or Networking Sessions-
 - Council is looking at providing volunteers with access to training session with volunteering Tasmania:
 - AI in volunteering
 - increasing longevity
- Shop update from Jackie Divall :
 - Jessica Jones Offbeat Tassie artist has a new range of cards badges magnets book bags and keyrings – Jackie will trial her products to see how they go .
 - Also cards from Mel Heel
 - More tea towels and puppets are needed and will be ordered.
 - Will order a few small orders for lavender etc.
 - Shop is picking up .
 - Still trying to keep prices below \$50 per item
- Jim Irvine re meeting rooms.
 - 5 people came in and wanted to come and look at paintings but could not because there was a meeting in the room. There were 8 people in meeting which could be in the small room.
 - We get 20% on art sales so we don't want to miss out on sales.
 - Heidi Kent will handle room bookings going forward.
 - Kristy Nutting raised that NTDC Jake Hayes and Sarah – should still be paid for - they were here 2 weeks ago and the month before and have more bookings coming up. Heid to follow up.
 - Geoff says some people only want the large room even if it is only a small meeting because it is such a nice room.
 - Jackie – used to have a closed sign to put on art sign outside if room was occupied. But sometimes people forgot to take it down.
- Christmas event for volunteers – Judy Heazlewood organised last year with History society – at No. 10 in Westbury
 - Mariella – gave feedback on behalf of someone else that there was less interchange because it was a seated event.
 - It was paid for by committee for volunteers and history society members paid their own way.
 - Other options for this year

- Brett suggested have it here in the outside area.
- Possible caterers include:
 - No. 10 – poss expensive
 - Annies at western junction
 - lions club.
 - Evandale cafes
- Could also have it at Memorial hall.
- We don't have a BBQ –
- Last years was for approximately 30-35 + poss partners and don't forget history soc.

Other Business

Any other items not previously covered.

- Ernie Lang and Barry Wenn both provide apologies for meetings but are not registered as committee members. They need to complete the forms for committee membership.
- The eftpos system currently being used is provided by Zeller. The people with access to this need to be changed. Geoff Divall needs to be removed and Heidi Kent needs to be added so that she can deal with the banking side of Zeller.

Motion proposed to remove Geoff Divall and appoint Heidi Kent to Zeller account.

Proposed: Jackie Divall

Seconded : Barry Lawson

Motion Carried

Next Meeting

Date:11 Nov

Time:1 pm

Meeting Closed: 1.30

Attachments: Financial Report

EVANDALE COMMUNITY CENTRE

Financial Statement – 30 September 2025

Bank Balance	30.09.25		\$21,608.61
Add Interest		\$ 7.10	
Add Deposits	Cash Deposit	\$ 1,468.15	
	Zeller Sales	\$ 1,152.66	
			\$ 2,620.81
			\$ 24,236.52
Less Payments			
		\$ 0.00	
Bank Balance	30.09.25		\$ 23,641.67
Cash Banked after 30.09.25			\$ 594.85
			\$ 24,236.52
Available Balance 30.09.25			
Debit Card			\$0.00





LIFFEY HALL MANAGEMENT COMMITTEE

MINUTES AGM OCTOBER 21 2025

Present

Councillor Dick Adams, Kristy Nutting Executive Officer NMC, Gabby Stannus, Ludovic Vilbert, David Hanslow, Susan Hanslow, Maria Saldana, Sally Staubmann, Rodney O'Keefe, Denis Lisson.

Apologies

Herbert Staubmann

Chairman's report

This was a joint report from the past chairman Quenton Higgs and the present deputy chair David Hanslow.

The report was accepted, M Sally Staubmann, S Dick Adams.

Treasurer's report

This was presented by Rodney O'Keefe, and accepted, M David Hanslow, S Denis Lisson.

CHAIR VACATES: NEW CHAIRMAN NOMINATED

Nomination of office bearers

At this time Dick Adams agreed to act as chair. The following nominations were put forward:

- Chair-person: Gabby Stannus, N David Hanslow, S Denis Lisson.
- Secretary: Denis Lisson, N Rodney O'Keefe, S David Hanslow.
- Treasurer: Rodney O'Keefe, N Denis Lisson, S Susan Hanslow.
- Deputy chair: David Hanslow, N Susan Hanslow, S Gabby Stannus.
- Committee members: The following persons nominated Ludovic Vilbert, S Gabby Stannus: Susan Hanslow, S Denis Lisson: Richard Chin (in absentia), S Denis Lisson: Sally Staubmann, S Denis Lisson

GENERAL MEETING RESUMED

Minutes of last meeting

The minutes were accepted as read, M Susan Hanslow, S Ludovic Vilbert

Correspondence

The secretary outlined the correspondence which was accepted, M David Hanslow, S Susan Hanslow.

Address by Kristy Nutting

Administrative Guidelines & Recommendations

1. Committee Member Registration and Induction
All committee members are to be formally registered. Further documentation will be forwarded shortly for completion and questions can be answered throughout the process
2. Feedback on Current Memorandum of Understanding (MOU)
Committee members are encouraged to provide feedback on the existing MOU, particularly regarding joint responsibilities, what is working well and what could be improved.
3. NMC Volunteer Handbook
A new Volunteer Handbook is currently in preparation. This document will offer clear guidelines for members and will be circulated once finalised.

Schoolhouse-Related Issues

1. Future Storage Buildings
Plans for additional storage facilities are contingent on the Council's budget, with a submission for a community grant needed to be completed by March 2026. Shared funding options and potential support through community grants will be considered.
2. Kitchen Upgrade
The Council will support improvements to the kitchen, including an upgrade to the hot water system. Discussion to take place with Damian Wilson on his return from leave. This is aimed to be able to be completed by community volunteers with the guidance of Council officers.
3. Mower Storage
Interim solutions for mower storage being explored include a garden shed or shipping container. Alternatively, the Council may continue to manage grass cutting until a permanent solution is implemented. This latter option was preferred.
4. Water Supply
Two key issues were identified:
 - o General Supply: The Council will investigate increasing tank capacity and explore additional catchment options from the schoolhouse roof.
 - o Potable Water: As an immediate measure, bottled water will be used. A suitable container will be purchased by Rodney using Hall funds. Pumping water from the river was also discussed as a longer-term option.
5. Septic Tank Maintenance
Reports of unpleasant odours will be followed up by the Council. Possible solutions include the addition of enzymes or pumping out the tank.
6. Follow up Meeting

Meeting to be held with Council Officers in December to discuss the proposed works and for these to be prioritised with the needs and wants of the committee and community.

Business arising

1. Schoolhouse security: Illicit entry to be monitored.
2. Removal of piano: The piano in question has been identified as the original piano of the schoolhouse. Its heritage value justifies its 'place of honour' and some creative solutions to enhance its significance.
3. Susan promoted the idea of creating an area for children inside the schoolhouse involving books and blackboard etc. – Susan to follow up on this excellent suggestion.
4. Review the historic content of old schoolhouse records – Susan and others for suggestions. Denis to follow up with Dennis Chilcott regarding framed historic photos.
5. Market feedback: Face-book market website to be updated by replacing the old contacts with the current names. - Rodney/Gabby. Strawberry festival market day supported - Susan to follow up with the farm management (Tom).
6. Quenton's gift to be presented on next market day – Rodney and committee.
7. A Little Gig; David has promoted this for Saturday 25th October and has advertising in hand.
8. Carrick market sign: Is it serving its purpose in its current siting?
9. Hall hire and rubbish removal. Council website to be updated, Kristy/Sally.
10. Significant tree register – Kristy to advise.
11. Change to logo? To be discussed at the next meeting.

The meeting concluded around 8.40.

The committee wish to thank Kristy and Dick for their efforts on behalf of the Northern Midlands Council. Their contribution was much appreciated.

Next market day Saturday 8th November.

Next meeting Tuesday 9th December – details to follow.

Minutes District Forum 4th November 2025

1. **Present:**

D. Saunders, K. Reid, E. Porter, B. Pyke, N. Graham, S. Hills (minutes).

2. **In attendance:**

Cr. A. Andrews, Cr. P. Terrent.

Guest:

Gordon.

Apologies:

J. Davis (Acting Chair) D. Gatenby.

The acting chair, Jill Davis, wasn't available; Nicole Graham chaired the meeting.

4 Declaration of any pecuniary interest by a member of special committee of council:

Nil

5 Confirmation of October Minutes:

Move E. Porter **Second** D. Saunders.

Carried with correction.

6 Business Arising:

Items to be taken off list

- ☐ Footpath funding
- ☐ Temp bus stop.

6.1 After a discussion on the state of the footpaths around the town and how long it takes to fix minor repairs B. Pyke moved:

Motion: That a repair inventory of local footpaths to be collated and submitted to NMC by January.

Move B. Pyke. **Second** N. Graham. **CARRIED**

B. Pyke and N. Graham to follow up with list.

6.2 B. Pyke also concerned with safety when passengers elite from the bus near the raised part of cement.

- ☐ Safety issue has been resolved.

6.3 Christmas Lights: N. Graham to contact NMC for update.

7 New business:

7.1 Concerns were raised with pedestrians and trucks during road works.

Motion: Safety concerns were raised during current High Street road works and we enquire whether there is an on-site safety officer to observe and direct both vehicles and pedestrians during road works, if not can one be appointed.

Move E. Porter **Second:** B. Pyke. **CARRIED.**

7.2 *Motion: Request NMC to approach State Growth to have speed cameras in use during road works for safety concerns and have speed limit reduced to 40kph*

Move: K. Reid **Second:** D. Saunders **CARRIED**

The guest (Gordon) suggested contacting the Local Member

7.3 *Motion: The plan of the Convict Brick Trail to be displayed on the notice board.*

Move: E. Porter **Second** B. Pyke **CARRIED**

7.4 Neighbourhood Watch suggested as a topic for discussion at another meeting.

Meeting closed 10.35am

MINUTES FOR THE MEETING OF THE LONGFORD DISTRICT COMMITTEE

WEDNESDAY 5th NOVEMBER 2025. COMMENCING AT 5.35 PM

HELD AT THE WAR MEMORIAL HALL, LONGFORD.

1. **PRESENT** – Neil Tubb (Acting Chair), Bronwyn Baker, Christine Darke, Kenneth Richards, Frances Stewart

2. **IN ATTENDANCE** – Cr. Dick Adams, Guest Cr. Paul Terrett,

3. **APOLOGIES** – Peter Munro, Annette Aldersea, Joanne Clarke, Cr. Matthew Brooks

4. **DECLARATION OF ANY PECUNIARY INTEREST BY A MEMBER OF A SPECIAL COMMITTEE OF COUNCIL**

In accordance with the provisions of the *Local Government Act 1993*, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

a) has an interest; or

b) is aware or ought to be aware that a close associate has an interest.

A member has an interest in a matter if the matter was decided in a particular manner, receive, or have an expectation of receiving or likely to receive a pecuniary benefit or pecuniary detriment.

No declaration of any pecuniary interest was declared by any person present.

5. **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.

6. **CONFIRMATION OF MINUTES**

The minutes of the meeting of the Longford District Committee held on 3rd SEPTEMBER, 2025 confirmed as a true and correct record of proceedings.

Moved – Bronwyn Baker Second – Christine Darke

The minutes of the meeting of the Longford District Committee held on 1st OCTOBER, 2025 confirmed as a true and correct record of proceedings.

Moved – Bronwyn Baker Second – Christine Darke

BUSINESS ARISING FROM MINUTES

7.0 PROMOTIONAL ISSUES:

7.1 Signage for Longford Roundabout.

Ref. Addendum to Minutes. Continue to Monitor

7.2 Proposed relocation of the stone Longford entrance wall to the Woolmers end of Longford.

Ref. Addendum to Minutes. Continue to Monitor

7.3 New Promotional Signage either side of Longford Roundabout on Illawarra Road.

Ref. Addendum to Minutes. Continue to Monitor

7.4 Directory of Clubs & other organizations & their branches in Longford – including sign.

Ref. Addendum to Minutes. Continue to Monitor

7.5 Shopfront Christmas Window Competition

Christine Darke suggested NMC run a Christmas window decoration competition for Longford businesses.

- Christine Darke met with Rotary to discuss. Rotary response was that they endorsed the idea and committed to \$100 prize donation for best window display.
- Christine Darke moved to write to Rotary confirming OK to action. Bronwyn Baker Seconded. Carried unanimously.
- 3/9/25 Christine Darke reported that Rotary will run the entire competition, promotion & judging & she will follow up requesting updates.

8.0 SAFETY & AESTHETIC ISSUES:

8.1 Pullover area/Viewing Platform – Alternative Location.

Ref. Addendum to Minutes. Continue to Monitor

8.2 Wellington & Marlborough Streets – Sticky Beaks Intersection

4/8/25 NMC Audit Report, Minute No. 25/250 Decision: That Council:

- a) make no changes, and
- b) continue to monitor vehicle and pedestrian safety at the intersection.

5/11/25 Christine Darke raised the fountain/trough as a possible roundabout feature. Concerns were the likelihood of it being an accident hazard.

Ref. Addendum to Minutes. Continue to Monitor

8.3 Environmental & Noxious weeds.

A Public Forum was held 29th May 2024, regarding the Northern Midlands Weed Management Strategy.

- Awaiting report from the consulting firm RMCG to come back to Council.
- NMC Budget Report notes Management Plan review is still in progress.
- Cr Dick Adams reported that NMC held a workshop to update the policy, which is close to being finalized. It is a government issue to allocate funding for a Weeds Officer.
- NMC Weed Management Strategic Plan has been finalized, now needs public awareness and circulation.
- NMC Minutes 10 January 2025 – Strategic Plan to be incorporated into Works Program and future Budgets.
- Cr. Dick Adams noted State Government Funding is available for some weeds control programs.
- 3/9/25 Frances Stewart to ask Vivien @ NMC if an A4 flyer with targeted weed images might be circulated this Spring.
- 1/10/25 Vivien Tan to follow up with with Dept. NRE – North.

ACTION: Frances Stewart to follow up with Vivien Tan for any updates. Continue to Monitor

8.4 Wellington Street and Marlborough Street Speed Limit Reduction.

NMC Executive assistant sent letter to the Minister 12th March 2024, and are awaiting a response.

- NMC Minutes 19 August 2024: 10/1/25 Engineering Officer awaiting response from minister. Noted that a speed camera has a regular presence – which would improve with leaving overnight or early morning.
- NMC Minutes 14/4/25 Engineering Officer awaiting response from State Growth.
- 2/4/25 LDC discussion included comments regarding the high volume of traffic and that farmers prefer 40km/hr.
- NMC Action Items p24. Awaiting response from State Growth 16/6/25.
- 4/8/25 NMC Letter sent to General Manager State Growth.
- 3/9/25 LDC suggest the speed limit reduction to 50kmh should apply throughout Longford and approaches, which would also address some of the safety concerns at Sticky Beaks Corner.
- 1/10/25 LDC discussed this with Inspector Fox. It was noted that these main streets are also pick up & drop off points for school students. Consensus was that with the high volume of heavy traffic, which takes longer to stop in an emergency, a lower speed limit was definitely a reasonable request to reduce risk of further accidents through the township. Discussion was also had regarding the suitability of a STOP sign instead of a Give Way on Wellington Street at Sticky Beak's Corner, which was felt to be a reasonable measure to increase safety. LDC requested Inspector Fox follow up Speed Camera results and crash data, to support the case for a lowered speed limit.

ACTION: Frances Stewart to follow up with Inspector Fox. Continue to Monitor.

8.5 Pedestrian Safety Concerns – Wellington and Marlborough Streets.

LDC MOTION tabled at Council meeting 22.04.2024 – Minute NO: 24/0128

DECISION: "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".

- NMC Minutes 20th May 2024 – Action Items – Matter is under consideration. Residents continue to raise safety concerns for pedestrians.
- NMC Minutes 24 June 2024 – Action items – 17/06/2024 Executive Assistant Letter sent, DSG Progressing
- NMC Minutes 22 July 2024 – Action items – Matter still under consideration
- NMC Minutes 19 August 2024 – Action Items – Council unanimous in decision that speed limit should be set to 50km/hr.
- Cr. Dick Adams reported that Dept State Growth are considering the request and he will put forward a motion to NMC to fix the dip in the road near the Library/Village Green.
- 5/3/25 Bron Baker spoke to Rebecca White regarding the issue. Discuss as Budget Item.
- 2/4/25 LDC discussed pedestrian island options and a lower speed limit.
- 14/4/25 NMC Action Items: Dept State Growth repairing pavement damage near Lyttleton St and undertaking repairs on Wellington Street. Matter under consideration.
- NMC Action Items p25. Pedestrian Refuge near library under consideration. *No update.*
- 6/8/25 MOTION: Longford District Committee request Northern Midlands Council review the traffic calming option of a flat top road hump on Wellington Street between Sticky Beaks corner and Lyttleton Street and its potential to improve both traffic and pedestrian

safety. Longford District Committee ask that, if found to be appropriate, a request be made to State Growth for action.

MOVED: Neil Tubb SECONDED: Frances Stewart Carried Unanimously.

- 1/10/2025 NMC Minute No. 25/277: DECISION That Council
 1. note the Longford District Committee concerns;
 2. confirm that this is not a Council owned road and any requests should be directed to the Department of State Growth (DSG); and
 3. advise State Growth of the committee's concerns.

ACTION: Frances Stewart to follow up with Maree, NMC Minutes for any update. Continue to Monitor.

8.6 Illawarra Road West of Roundabout – Safety Concerns.

LLDC MOTION tabled at NMC meeting 18th March 2024. Council DECISION – MINUTE NO. 24/093. NMC Minutes 20th May 2024 - Action Item - Letter sent by Executive Assistant 18th April 2024 to Department of State Growth, awaiting response.

LDC discussed the extremely poor condition of the Longford roundabout which continues to deteriorate. The roundabout has become a major safety concern for the Longford community.

MOTION: The LDC requests NMC to seek from the Department of State Growth their maintenance and surveillance program for the Longford roundabout as the poor condition of the surface and sides are of major concern to the community.

Moved – Annette Aldersea. Second – Peter Munro. Carried.

NMC Minute 24 June 2024 – DECISION That Council awaits a response from the Department of State Growth. Carried Unanimously

NMC Update – night works are scheduled to be carried out to patch the roundabout surface, currently delayed due to recent weather conditions.

Frances Stewart noted that noise and traffic monitoring was carried out along Illawarra Road in May 2024 but DSG have withheld the results.

- Requests from NMC in April 2024 and MVC in May 2024 to lower the speed limit to 90km/hr between Bishopsbourne Road and the Bass Highway have had no response from Dept. Transport. Jen Butler has drafted a Motion to present before Parliament on behalf of landowners to lower the speed limit to 80km/hr.
- LDC Note that surface repair work has been carried out on the roundabout, but is acknowledged temporary fix.
- Frances Stewart noted that Jen Butler will resubmit the lapsed Motion to Parliament.
- Frances Stewart has followed up with Kerry Vincent about speed, noise, vibration & safety concerns and has had standard department response, which was circulated. Continuing to communicate with Kerry Vincent directly on the issues and other relevant government ministers.
- 5/3/25 Jen Butler has put forward a constituent question from Illawarra Road Landowners to Kerry Vincent regarding the current speed limit causing safety and noise concerns, the Consultant's Report to State Growth and whether Kerry Vincent has seen it.
- 2/4/25 Commissioner of Transport Cynthia Heydon, Project Manager & Consultant met with Illawarra Road Landowners on site 25/3/25, including a group landowners meeting at "Valleyfield". The outcome revealed that the Commissioner was largely unaware of the issues arising from the road project and an undertaking to instigate a review of whether correct procedures have been followed and a review of the speed limit by 16/4/25.
- 7/5/25 Frances Stewart received correspondence from Elspeth Moroni, General Manager State Roads, confirming a decision has been made to reduce the speed limit to 80km/hr on

Illawarra Road from Perth Bypass/Midland Highway merge to approximately Wickford Mill Cottage (approximately 7km) as a temporary measure while a review of the upgrade plans is undertaken to see if a permanent reduction is warranted. New signs to be installed in next couple of weeks.

- Frances Stewart followed up with the Commissioner of Transport regarding extending the reduced speed limit a further 600 metres towards the Bass Highway. 80kmh signs have been put in place and a “No air brakes” sign at the beginning of the southbound zone.
- NMC Action Items p25. New Speed limit signs installed by DSG 26/5/25. Awaiting “no air brakes” sign on northbound lane to match one placed on southbound lane and revised designs.
- 3/9/25 New concerns regarding southbound overtaking lane in 2b section being less length than minimum outlined in Road Design Guidelines & Standards.)
- 1/10/25 LDC discussed this with Inspector Fox. It was noted that there is good compliance with the lowered speed limit only when the mobile speed camera is present, and that regular patrols by police to monitor speeding is greatly appreciated by residents.
- 5/11/25 Workplace safety issues with the design for Stage 2B have been raised with DSG and the Minister, along with a request a meeting onsite. Ruth Forrest MLC asked the Minister if he would order a safety and risk assessment of the Illawarra Road Upgrade, which he did not answer.

ACTION: Awaiting revised road upgrade plans for 80kmh speed. Landowners have requested a further meeting with Kerry Vincent. Continue to Monitor.

8.7 Longford Community Meeting 31/8/2024 regarding proposed Fuel Stop, Tannery Rd.

Annette Aldersea reported that the meeting was strongly attended by 350+ members of the Longford community. Motions were put forward and overwhelmingly approved by attendees to request a review by Parliament regarding the development of a refueling depot at Tannery Road.

A motion was also successfully put forward to support the NMC with applying pressure to DSG regarding the ongoing issues before DSG mentioned in these minutes, namely:

- Condition of Longford Roundabout (currently bandaid solution)
- Cyclist & Pedestrian Safety – Pateena Road to Longford (Viaduct access?)
- Sticky Beaks Corner – Traffic & safety concerns
- Improving pedestrian safety in Longford
- Requests a new traffic and noise level survey on Wellington and Marlborough Streets Longford be carried out urgently and the results of that survey be given back to Northern Midlands Council to be publicly available.
- Annette Aldersea has received letters from Premier Rockliff and Guy Barnett, which will be followed up.
- Dean Winter was on site at the proposed Truck Stop at 10am on Friday 11th October to meet with local residents and hear their concerns.
- Jen Butler is putting forward a motion to rescind the decision.
- Annette Aldersea met with Guy Barnett who said Government want to do something to rectify the situation and are currently working through the legalities.
- LDC to put forward a recommendation to NMC to request DSG conduct traffic and noise level surveys urgently along Tannery Road, Marlborough and Wellington Street and release results to NMC, to check for compliance with Government traffic noise guidelines. **NOTED that traffic counter were placed on Tannery Rd & Marlborough Street in November, 2024.**

- Annette Aldersea advised that there are ongoing discussions with Minister Kerry Vincent.
- Neil Tubb has had written response from Minister Kerry Vincent.
- Question on Notice: John Izzard query regarding the TASCAT Settlement Letter 3/12/24. Advice to be provided to Mr Izzard.
- 2/4/25 NMC Motion 17/3/25 Wilmores Lane, Bishopsbourne Rd & Herberts Road. Council Officers to prepare a report on the costs associated with upgrading these roads to become alternative heavy vehicle routes to divert from Tannery Road. Item to be discussed at Council Workshop 7/4/25.
- 7/5/25 Kerry Vincent, Min. Infrastructure has been contacted with correspondence and a constituent question in Parliament, with the response that it is ongoing with Parliament.
- Copy of a response from Minister Kerry Vincent to Jen Butler was tabled. Ongoing talks with Minister Vincent regarding his options for intervention.
- Annette Aldersea advised footpath being reinstated. Concerns the developer will take advantage while government is in caretaker mode for the election. Suggests contacting the Lyons candidates to ask their position and action they may take in regard to the fuel stop.
- 1/10/25 Annette Aldersea reported that she has met with Tabatha Badger MP for Lyons, who has undertaken to follow up with whether mandatory checks and reports have been provided regarding this project, and various further action that may be taken to continue protesting the suitability of this project.
- **ACTION: Frances Stewart to follow up with Inspector Fox re. Traffic Accident Impact Assessment. Continue to Monitor**

8.8 Tasmulch expansion to bulk landscaping supply – dust issues.

Some residents around the Tasmulch bulk landscape site have been experienced elevated issues of dust emerging from the Tasmulch site, as well as concern over the vibration from trucks unloading & loading within the heritage precinct.

- Annette Aldersea approached Tasmulch with a request to use dust suppressant on the driveway, and keep hosed down in hot weather. Response was “Taken on Board”
- Surrounding residents are in the process of writing to Tasmulch.
- 7/5/25 Approximately 6-8 houses are being impacted by dust, and noise after hours.
- Tasmulch is in a General Business Zone. Garden supplies is permissible, however more industrial level of bulk quarry materials and trucks using the site. Also operate outside allowable hours. Checking for Attenuation requirements.
- Noted that Browns Store site is for sale due to Tasmulch relocating.

ACTION: Annette Aldersea and neighbours to write a letter to Tasmulch. Annette Aldersea checking Attenuation guidelines.

8.9 A-Double & B-Double 24 hour access on Illawarra and Longford Main Roads.

Concerns were raised about the effect of the recent A-Doubles and increase in B-Doubles traversing through Longford and the impact upon heritage buildings and noise levels especially during the night.

8/1/25 MOTION: 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.

Moved: Frances Stewart. Seconded: Neil Tubb. Carried unanimously.

LDC Motion tabled at NMC meeting 20th January 2025.

COUNCIL DECISION – MINUTE NO. 25/007. That Council Officer investigates and seeks

clarification from the Department of State Growth.

- NMC Minutes 14/4/25 - Action Item – Engineering Officer awaiting response from DSG.
- Annette Aldersea reported that Minister Kerry Vincent appeared unaware that A-Doubles have access to Illawarra Road and Longford. To clarify with Minister.
- 4/6/25 Item has been removed from NMC Minutes without conclusion.
- Discussion re: possibility of a truck curfew. Peter Munro suggested door knocking residents first to gauge support.
- NMC Meeting 7/7/2025 Item 4.1 Review Heavy Vehicle Routes within municipal areas.
- 3/9/25 LDC discussion whether a permanent speed camera and more traffic calming measures may encourage compliance with speed limit overnight.
- 1/10/25 LDC discussed this with Inspector Craig Fox, including lowering of speed limit on main streets, (extending down Woolmers Lane South of Brickendon to change 60kmh to 50kmh). Again, the request was for Inspector Fox to follow up speed camera and noise logging results, if possible, to verify the impact of noise and suitability of imposing a night time curfew for heavy vehicles which are diverting from the Midland Highway.

ACTION: NHVR to be contacted with request to impose curfew for freight vehicles within Longford during 10pm-6am to reduce noise disturbance and vibration issues. Frances Stewart to follow up with Inspector Fox regarding speed camera & noise logging data. Continue to Monitor.

8.10 Marlborough Street beautification of Footpath, Nature Strip & Verge Gardens.

2/4/25 Peter Munro raised the Marlborough Street need for beautification of footpath, specifically the current lack of trees and shade. It was suggested that if NMC could provide a list of suitable tree options for uniformity, a door knock with a flyer could be prepared for relevant resident feedback.

2/7/25 Peter Munro to speak to NMC General Manager Des Jennings re: door knocking.

NMC Special Meeting Budget 4.1.1. Streetscape – Lyttleton, Lator, Union Streets.

3/9/25 Bron Baker presented images of nature strip plantings as examples.

ACTION: Peter Munro to discuss with Des Jennings, NMC regarding tree options etc.

8.11 Hill Street Entry/Exit

Christine Darke raised the idea of having a separate exit onto Wellington Street at Hill Street, adjacent to the BWS, to reduce the increasing congestion of vehicles turning out of the United Service Station which clashes with the vehicles turning in and out of Hill Street Car Park, resulting in a high number of accidents. Discussion was had regarding the necessity of an alternative to the current arrangement, along with the idea of a roundabout at the intersection of Wellington and Union Streets with exiting traffic re-routed behind Hill Street and businesses in Union Street.

2/07/25 Further discussion re: roundabout option be investigated, may involve private land and discussions with DSG.

ACTION: Continue to Monitor.

8.12 Recycle Rewards.

An email regarding the scheme was forwarded by Vivien Tan. Details including website www.recyclerewards.com.au to be posted on LDC Facebook page.

3/9/25 LDC discussed gauging public interest through Facebook page in requesting a collection point for Longford since there is none close & whether it could be located at Hill St rear carpark.

ACTION: Use LDC Facebook post to gauge public interest.

8.13 Longford Pong

Discussion regarding Longford Pong and its worsening effect on Longford living standards. Cr. Matthew Brooks noted that a delegation from NMC was due to tour Swifts abattoir. Annette Aldersea to draft a motion to request NMC follow up with identifying cause and responsibility of the issue.

MOTION: "The Longford District Committee requests that Northern Midland Council write to the EPA, copying all Lyons MPs, The Minister and Shadow Minister for Environment and Member for McIntyre, asking that the EPA launch a formal investigation into the source of the ongoing unacceptable intermittent odour in Longford known as the "Longford Pong" which, despite mitigation works carried out in recent years at the sewerage treatment plant and JBS abattoir, now affects a broader area of Longford and has not improved".

MOVED: Annette Aldersea SECONDED: Frances Stewart Carried Unanimously.

1/10/25 LDC discussed raising a petition – Annette Aldersea to contact Tabatha Badger, MP for Lyons regarding an EPetition.

5/11/25 NMC Minute No 25/308: DECISION: That Council acknowledges the community's ongoing concerns regarding the intermittent odour in Longford and supports an engagement with the EPA, JBS, TasWater and other stakeholders.

ACTION: Continue to Monitor (NOTE: Featured on ABC Nightly News 6/11/2025)

9.0 TOWN IMPROVEMENT ISSUES

9.1 Longford Lawn Cemetery - Landscaping Improvements.

LDC prepared a report after visiting the cemetery in April, on improving the landscaping and therefore the amenity of the cemetery. LDC motion and report tabled at NMC meeting 20th May 2024. Council decision – That Council note the report.

- Officer reports that some roses are being replaced, new soil added, and a new irrigation system installed at the rose area in the cemetery.
- LDC note that the request for a seat under the trees and more trees for shade are still outstanding, with the only existing seat being out in full sun.
- Peter Munro requested an update from Vivian Tan at Council for an update, and thanked Council for the work done to date, being much appreciated. Irrigation is yet to go in.
- Requested trees to shade the seats are still an outstanding item.
- LDC added to Budget Items requested.
- 2/4/25 NMC visited during annual bus tour.
- 7/5/25 Council are considering options for shading the seats.
- 4/6/25 Bronwyn Baker noticed some contractors building something within the Cressy end of the cemetery.
- NMC Meeting 7/7/2025 Budget approved for irrigation \$25,000.

ACTION: Annette Aldersea to put in Works Request for a shade arbour and bench seat.

Continue to monitor.

9.2 EV Charging Site in Longford.

Rear of Hill Street a perfect location.

- Peter Munro reported still waiting for a call from Hill St Management. An approach has been made by Charles Gregory, Secretary Australian Electric Vehicle Association Tas, claiming that site as perfect.
- Maree Bricknell follow-up email requesting suggested sites.

- Cr Dick Adams advised NMC is looking at alternatives, such as near the Memorial Hall, which would be suitable as a Northern Midlands Council owned site.
- Cr Dick Adams advised that Grant Applications open 6/2/25 and NMC are going to apply. Needs consultation.
- LDC Discussions were unanimous in the position that the EV Charging site should be on private land, not community land. Suggestions were to approach Longford fuel stations to gauge interest.
- 2/4/25 Joanne Clarke suggested rear of Harcourts would be a good site.
- 19/5/25 Lyttleton St residents spoke at NMC Meeting Public Question time, stating that Lyttleton St/Village Green would be an inappropriate site, for multiple reasons. NMC decided Energy ROI should investigate other options.
- Peter Munro met with the new Hill Street Manager to discuss, waiting for feedback.
- 2/07/25 – Waiting to hear if Energy ROI have found another site, may be in discussions with Hill Street.
- 27/8/25 EnergyROI Engineer reported negotiations & planning are underway with Hill St IGA for the installation of a 240V Charging Station to service two parking bays in the rear car park at Hill St, with completion expected by end 2025.

ACTION: No activity as at 5/11/2025. Continue to Monitor.

9.3 New Public Toilets Marlborough Street.

Ref. Addendum to Minutes. Continue to Monitor

9.4 Lack of river signage at Macquarie River Bridge, Woolmers Lane.

Ref. Addendum to Minutes. Budget Request Item 2026/27.

9.5 Future plans for abandoned house block on Lyttleton Street.

Ref. Addendum to Minutes. Budget Request Item 2026/27.

10.0 RECREATIONAL ISSUES:

10.1 Deterioration of Facilities at Mill Dam.

LDC included ongoing maintenance and upgrades in its budget requests to Council.

Council is waiting on a further concept plan to be prepared and presented.

- NMC Minutes 22 July 2024 – Action items – 30/04/2024 Matter to be further presented to Councillors at a workshop after July 2024
- Cr. Brooks reported Council had a meeting regarding this. Land ownership is to be investigated as the property has multiple owners including Swifts, Hydro etc.
- NMC Budget indicated a Mill Dam Recreation Area Masterplan, recognizing the popularity of the area, has now been developed for improvements and budget allocation as a Priority Project. Improvements include shared pathways, flood debris deflectors, landscaping and furniture.
- Annette Aldersea advised that work is in progress with many trees having been planted, weeds have been sprayed and logs placed for direction of 4WD vehicles.
- NMC Executive Assistant has prepared follow up correspondence
- 5/2/25 NMC Executive Assistant meeting scheduled with Landowner JBS early March.
- 5/3/25 LDC noted more planting has occurred.
- 2/4/25 LDC noted weed spraying has been done and discussions are ongoing.

- 14/4/25 NMC Action Items: Council Exec. Assistant had onsite meeting with JBS Plant Manager. Council Officers awaiting a response.
- 2/07/25 – Annette Aldersea to ask Vivien Tan for an update.
- NMC Special Meeting: Wall/Stormwater work deferred. Budget set at \$150,000.

ACTION: Monitor with Council NMC Masterplan.

10.2 The Missing Link – Lack of bikeways between Longford roundabout & Pateena Road.

The council considered LLDC Motion at 19.02.2024 meeting.

- 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.
- NMC Action Items list – NMC Minutes 20th May 2024 – Engineering Officer, Executive and Communication Officers awaiting further information from State Growth.
- NMC Minutes 22 July 2024 – Action items – 17/06/2024 Executive Assistant Letter sent, DSG Progressing.
- LDC noted the significant importance of a bike link between Longford and Perth. Monitor
- DSG response to NMC that bridges are too old and frail to support a pedestrian and bicycle access pathway.
- Christine Darke noted the bridges are dirty and in need of maintenance.
- Cr Paul Terrett suggested writing to Rebecca White on the issue.
- MOTION: The LDC requests NMC to approach Department of State Growth to provide weight ratings for the bridges on Illawarra Road between Mountford Hill and Bishopsbourne Road to verify their suitability for their current and future use, since there are no plans to strengthen them as part of the heavy vehicle freight corridor, and to detail their unsuitability for pedestrian and bicycle access.
MOVED: Frances Stewart. SECONDED: Neil Tubb. Carried Unanimously.
- NMC Minute No. 24/0333 Decision: That Council follow up the request to the Department of State Growth.
- 31/10/24 Officer Comment: Email has been sent to the Department of State Growth. Awaiting their response. Discussion noted the frequency with which cyclists and pedestrians have been observed crossing the bridges.
- 10/1/25 NMC awaiting response from State Growth.
- 7/2/25 NMC awaiting response from State Growth.
- 2/4/25 Bron Baker called Mayors of Burnie/Wynyard and Break O'Day to discuss their local bike paths. Feedback was it was costly and formed part of Local Roads and Community Infrastructure Scheme.
- NMC awaiting a response from State Growth.
- LDC noted that this is a NMC Priority Project, with Illawarra Rd shared pathway submitted for State Government 2025-26 Budget consideration.
- 2/07/25 – Continue to support NMC as Priority Project.

ACTION: Monitor DSG activity regarding upgrading the bridges and whether pedestrian and

cycle path is incorporated with plans for Stage 3 Illawarra Road upgrade. Peter Munro to contact Bike Association regarding ideas and feedback on the suitability of using the Railway Bridge as an alternative.

10.3 Community House @ old Police Station

Peter Munro raised a question regarding the NMC acquisition of the old Police station for repurposing as a community/neighbourhood house for Longford residents.

- Cr. Brooks advised that NMC is waiting to see if the building can be acquired and that the Mayor is conducting meetings with the community, such as Helping Hands, to gain input regarding such a facility.
- Annette Aldersea noted from NMC Community Infrastructure Projects that NMC is advocating for assistance from State Funding for the transfer of the property's ownership as a community lease and for funding to repurpose the residence as a Neighbourhood House style service with youth space, while the former police station would be converted to multi-purpose, community friendly meeting spaces. The surrounding land would become public green open space.
- Peter Munro has asked Des Jennings about availability of emergency generators for periods of power blackouts.
- Cr. Dick Adams advised that the official Emergency Centre is the Longford Town Hall and planned solar panels with a battery will be additional insurance in time of blackout.
- Joanne Clarke & Bron Baker noted that one of the main issues for elderly residents during the recent weather event & power outages was their inability to find somewhere warm.
- Frances Stewart noted that Motivity Fitness stepped up during the recent weather emergency to offer showers, power for charging communication devices, hot drinks etc.
- Joanne Clarke confirmed Helping Hands now open 10am-12pm, 4 days/wk.
- NMC awaiting a decision from Treasury.
- LDC noted that this is a NMC Priority Project.
- 2/07/2025 Noted there are no community houses in the NMC municipality.

ACTION: Continue to Monitor progress and discuss means of improving communication on resources available to the community during emergency events. Monitor for any plans by State Government to sell the asset. Monitor plans for future of old ambulance station. Currently there is no State Funding allocated or available.

10.4 NMC request for feedback regarding bicycle parking location priorities

LDC nominates the following two locations as a priority for bicycle parking facilities:

1. Village Green precinct, as close as practical to JJ's.
2. Browns/Hill St Supermarket.

NMC are commencing installation from southern end of Council area (ie. Ross) with the intention to progress northward and have these installed before Winter.

- 4/6/25 Frances Stewart contacted Vivien Tan for an update. Response was that NMC Projects and Buildings Compliance Manager, Trent Nathan, is progressing with this item but it has been delayed due to priorities elsewhere, such as Campbell Town streetscaping issues.
- 3/9/25 Bron Baker's images of mainland designs submitted through Vivien Tan to relevant NMC Officer for consideration.
- 1/10/25 Vivien Tan response that there is no news at present.

ACTION: Continue to monitor.

10.5 Additional bench seats & picnic tables for Longford Village Green near Latour and Lyttleton Streets.

Ref. Addendum to Minutes. Budget Request Item 2026/27.

10.6 Drop-In Centre for Youth 12-17yo.

Frances Stewart raised the issue of Longford Youth having no indoor recreation area, especially during Winter, for after school, weekends & school holidays. A summary of the need, benefit and proposal for provision was submitted, with the idea of allocating a couple of rooms in a Council Community House or a stand-alone premises for the purpose of diverting unsupervised youth from engaging in anti-social activity such as vandalism and shoplifting. Cost of a part-time youth worker may be offset by reduced vandalism costs and community have offered furnishings, laptops, PlayStation, television etc, with further staffing by volunteers. Council members suggested a more thorough proposal and report be investigated and prepared before submitting a Motion to Council, and that Deloraine House be visited to see how their Community House operates.

- 4/6/25 Ideas was discussed with Mitchell Langley during his presentation. Follow up to be done regarding how LDC might support his work with Longford Youth in the future.
- 2/07/25 Noted Frances Stewart had emailed thanks to NMC Youth Worker Mitchell Langley for attending LDC June meeting.
- 1/10/25 In light of being advised that Mitchell Langley is unfortunately no longer with Northern Midlands Council, Inspector Fox suggested contacting Longford Primary School to see if there are any after school programs running, or what might be put in place.

ACTION: Frances Stewart and Annette Aldersea to arrange a visit to Deloraine, time permitting and Frances Stewart to prepare a report as requested. Joanne Clarke to ask Nathan at Motivity if any interest in involvement or space. Monitor NMC Meeting Minutes for Vandalism costs.

11.0 HERITAGE ISSUES:

11.1 Significant Trees Register.

The aim of which is to identify trees and vegetation of high community value and significance, worthy of protection by being included in the Significant Trees List.

There is also the National Trust Tree Nomination Form which can be found at: [National Trust - Nomination Form \(trusttrees.org.au\)](https://www.nationaltrust.org.au/trusttrees) for more information.

Annette Aldersea spoke with a National Trust representative re: current list and collaboration to add more trees to the list.

- New members to LDC were invited to put trees forward for consideration.
- Annette Aldersea to suggest Longford History Society become involved, check whether the old trees on a property in Lewis Street should be listed.
- Annette Aldersea still has not been given the list from NMC.
- It was noted that the trees in Lewis Street needed pruning where impinging over the boundary prior to listing.
- Annette Aldersea informed that the Norfolk Plains Historical Society are coming on board to update the Register.
- 5/3/25 Annette Aldersea advised that NMC Nominations are now open until mid April to propose trees for inclusion in the Register.
- 2/4/25 Annette Aldersea proposed the following motion:
MOTION: The Longford District Committee requests that the Northern Midlands Council extend the closing date for Significant Tree Register nominations to 30th June, 2025 due to

the large number of trees in Longford being investigated and considered by the Longford District Committee, community groups and community members for nomination for addition to the current Significant Tree Register. We are aware other District Committees are also working on nominations and require an extension of time.

Moved: Annette Aldersea Seconded: Frances Stewart Carried Unanimously.

- 14/4/25 NMC Minute No. 25/121 "That Council extends the nomination period for the Significant Tree Register until 30th June, 2025. Carried Unanimously.
- Frances Stewart asked Vivien Tan what the process would be after 30th June. Response was that the list would first be assessed for suitable tree candidates, according to their history, then referred to an appointed specialist.
- 2/07/2025 Nominations closed 30th June. Annette Aldersea advised the Longford – Norfolk Plains History Society had lodged approximately 16 nominations covering around 300 trees on public land, and aware of several nominations for trees on private property and Longford Primary School. Encouraged ongoing nomination of trees for consideration at a later date by NMC.
- 3/9/25 Some preliminary sorting being done by Erin Miles, Strategic Project Officer at NMC.

ACTION: Continue to Monitor

11.2 Preservation of Fred Davies Grandstand

Neil Tubb has been in discussion with the Longford Football Club, with the following summary: NMC Decided to retain the Grandstand in 2020 and made substantial improvements to ensure the Grandstand would remain standing for future generations. The Grandstand has social and cultural significance to the Longford community and it also compliments the Fred Davies Memorial located at the entrance to Longford Reserve. Listing of the building will ensure that it will remain in place for future generations to understand and enjoy.

5/2/25 Neil Tubb to talk to the President of the Longford Football Club.

5/3/25 Neil Tubb submitted the following motion for discussion (see attached background document):

MOTION: "The Longford District Committee requests that the Northern Midlands Council add the "Mulga" Fred Davies Grandstand to the Northern Midlands Committee Heritage List/Register under the **NOR-C6.0 Local Historic Heritage Code.**"

Moved: Annette Aldersea. Seconded: Kenneth Richards. Carried unanimously.

- 2/4/25 NMC Minute No. 25/0088 Decision: That Council make an application to Heritage Tasmania for heritage status of the Fred Davies Memorial Grandstand at the Longford Recreation oval.
- 2/4/25 Neil Tubb to investigate incorporating the Timekeeper boards also.
- 14/4/25 NMC Action Items: Senior Planner Application to Heritage Tasmania is being prepared.
- 19/5/25 NMC Action Items: Senior Planner Application to Heritage Tasmania has been made.
- (NMC Action Items p29. Senior Planner Heritage Tasmania has advised that it received an enquiry regarding the potential for entry of the grandstand last year and provided advice that it is much more likely to meet the criteria for listing at the local level rather than at the state level, and that unless information could be provided supporting entry on the state register, it would be better to focus on listing at the local level in the planning scheme. 2/6/25 Exec & Communications Officer: Committee has been notified of the response from Heritage Tasmania. Completed.)

- 2/07/25 Neil Tubb pointed out our Motion to NMC was a request for Council to add the grandstand to the NMC Heritage Register. Council Officers to review further for listing.

ACTION: Neil Tubb to follow up with Madeleine Ogilvie. Vivien Tan notified that NMC Tourism Officer has added a tab to www.northernmidlands.tas.gov.au/longford which can be populated with history of Fred Davies Grandstand. Continue to monitor.

11.3 Longford Historic Motorsport Collection - Museum Preservation

18/8/25 Council deferred a decision on formally backing the Rob Knott Motorsport Memorabilia Collection. A three month community consultation will now explore public interest in retaining the collection locally as a self sustaining attraction.

3/9/25 LDC note a public meeting will be held on this issue 4th October.

LDC fully support a community project to retain the collection.

ACTION: Monitor activity of Committee regarding fundraising.

11.4 390 Illawarra Road. Water Tower, Scenic Road Corridor.

1/10/25 In light of the current strong push from within the Longford community to acquire the Rob Knott Motor Racing Collection to retain it within Longford, LDC discussed the role of the Water Tower landmark on Illawarra Road and the attractiveness of having a mural design based on a motor racing scene from Longford to enhance the visibility of this unique part of Longford's history. Discussion was had regarding the risk of vandalism, with consensus being that these artworks tend to be respected, without interference, and there are now products which can protect murals from any attempts at "enhancement". Neil Tubb reported that he had mentioned this idea to Rob Knott, who is fully supported and interested in being involved.

MOTION: Longford District Committee requests Northern Midlands Council to write to Mr. Hugh MacKinnon at "Mountford" to ask for permission to create a racing mural on the Water Tower, situated Illawarra Road, to commemorate the Longford Motor Racing History for the town, while noting that if permission can be obtained, Longford District Committee would fundraise for this as a community based project, and for which approval of design would be put forward for majority vote.

MOVED: Frances Stewart **SECONDED:** Annette Aldersea **Carried Unanimously**

5/11/25 NMC Minute No 25/307: **DECISION:** That Council notes the committee's recommendation and seeks initial advice from a) Department of State Growth; and b) the landowner.

Neil Tubb has followed up with Maree Bricknell at NMC and received advice that DSG have no issues as the upgrade works near it will mean it is much closer to the road, and that Mr. MacKinnon has been advised to consider the suggestion, and that a formal request will be sent to him soon.

ACTION: Continue to Monitor.

12.0 GOVERNANCE ISSUES:

12.1 LDC Budget Allocation Submission - Results. New Budget 2025-2026.

LDC Projects for which funding will be requested. (Submission to be emailed to Council and LDC members in March):

- Marlborough Street footpaths – Upgrades. [Concrete paths in future footpath program.](#)
- Legends Walk - Continuation of placement of historic stands & plaques [\\$5,000 ongoing](#)
- Directory of Clubs – Framework for club signs – Visitor Information Centre Village Green and Wellington Street Woolmers Lane end - \$6,000 (Noted that NMC are talking with IT

about adding these on the NMC website also). Investigate – maybe Tourism Budget Signage

- Longford Cemetery – For planting of mature trees to provide shade over the existing seating. \$25,000 for irrigation. Trees - Consider from Maintenance Budget.
- Mill Dam Reserve - Funding for improvements. See Masterplan.
- Longford Road Bypass - future plan. Survey work planned. 18/8/25 NMC Minute No. 25/249 “That Council take no further action at this time and continue to monitor heavy vehicles in Longford”.
- Pedestrian Refuges – upgrade existing and new refuge Marlborough Street near “Yellow Shop”. NMC Budget \$100,000
- ½ Netball/Basketball Court – near skate park at Velodrome. No funding allocated.
- 5/3/25 Annette Aldersea and Peter Munro have compiled the NMC Budget Submission List. Longford Cemetery, Marlborough Street Footpaths and Pedestrian Refuges have been nominated for inclusion in the Annual March municipal bus tour – Wednesday 26th March, 2025

ACTION: Continue to monitor.

12.2 Kennel Licences – Review of Guidelines

Christine Darke to meet with Cr. Paul Terrett to see if a review of kennel licence guidelines is appropriate, given the recent situation of 200 labradoodles having to be rescued, rehabilitated and rehomed within NMC area.

- Cr Paul Terrett attended the meeting and advised that Dogs Tasmania is working with State Government to review the Animal Welfare Guidelines.
- Christine Darke and Cr Paul Terrett are looking at a review of the NMC Kennel Licence Guidelines.
- Christine Darke has submitted a statement document with suggestions (*see attached*) to form the background for a motion to be put forward by LDC to NMC at the next meeting.
- NMC have this issue on hold pending outcome of review by RSPCA.
- 2/4/25 NMC Policy Review: Dog Management – Officers are preparing a report for Council workshop in April 2025.
- 2/4/25 LDC noted NMC Minute No. 25/0082 - Motion put forward by Deputy Mayor Janet Lambert to continue community information campaign highlighting responsible dog ownership with emphasis on control of dogs on and off leads, plus the addition of a clause in the dog registration forms to include an acknowledgement of rights and obligations.
- 2/4/25 Annette Aldersea circulated a Longford resident’s request (see attached) which was discussed.
- 14/4/25 NMC Action Item: Report drafted for review at May Council workshop.
- 19/5/25 NMC Action Item: Relisted for a future Workshop.
 - (NMC Action Items p25-26. Updated Dog Management Policy has been prepared for review at Council Workshop (June).
- 2/07/25 Christine Dark raised major concerns regarding the Draft NMC Dog Management Policy. Licence required for more than two dogs, can have four working dogs. Policy paper to be released shortly for community consultation. LDC needs to be notified when consultation takes place. When released it needs to be put up on LDC Facebook page.
- 18/8/25 NMC Action Items: Updated Dog Management Policy has been prepared for review at Council Workshop & Community Consultation.
- 5/9/25 NMC Action Items: Community Consultation period has finished. NMC Officers are

preparing a report for the October Council Workshop meeting.

- 5/11/25 Workshop findings will be presented at the November NMC Meeting.

ACTION: Continue to monitor.

12.3 Draft Longford Expansion Strategy

Ref. Addendum to Minutes. Continue to Monitor

12.4 Cat Control Measures

1/10/25 LDC raised concerns regarding risks from feral cats with Toxoplasmosis and Sarcocystis in sheep. Councillors reported this is being looked at next NMC Workshop.

5/11/2025: Cr. Paul Terrett advised that the Cat Management Act is being updated and is currently a live issue, still in NMC Workshop. The outcome will go for community consultation.

ACTION: Continue to Monitor

12.5 Nominations for use of LDC Secretarial Allowance \$2,500 for past 12 months.

MOTION: Longford District Committee request Northern Midland Council approve the allocation of LDC's Secretarial allowance for the past 12 months to be pledged toward the fundraising to acquire the Rob Knott Motor Racing Collection, with funds released to the formal fund raising campaign once it is established.

MOVED: Frances Stewart SECONDED: Annette Aldersea Carried Unanimously

5/11/2025 Vivien Tan advised by email 6/10/2025 that "this can be recorded in LDC minutes as a committee resolution. A councilor decision is not necessary in this case".

LDC MINUTE: LDC resolved unanimously that the LDC Secretarial Allowance \$2,500 for the past 12 months be pledged towards the fundraising to acquire the Rob Knott Motor Racing Collection, with funds released to the formal fund raising campaign once it is established.

13. REPORTS FROM SUB-COMMITTEES:

13.1 Railway Committee

Cr. Dick Adams reported heavy equipment is being arranged to install the Pillars, which will now occur in the New Year.

13.1.1 Solar Panel powered Illumination of Railway Pillars.

Bron Baker provided an example of illuminated Bridge Pillars from Kangaroo Valley.

LDC to refer request for consideration to the Railway Committee.

5/11/2025 Cr. Dick Adams advised that there is lighting already, which may be taken on to highlight the columns once in place.

13.2 Longford Legends

Neil Tubb confirmed there will be no individual awards this year, but a Board dedicated to Legendary Shearers is in progress.

13.3 Town Hall Committee

Cr. Dick Adams reported the doors are being assessed for re-hanging. Solar Panels in progress.

13.4 Arts & Cultural Committee

The AGM was held recently & well attended. A Young Archies Competition was held, with Vietnam Veterans sponsoring the prize.

14. NEW BUSINESS:

14.1 District Committee Christmas Function 2025.

Vivien Tan advised there has been a change of date for the joint District Committee Christmas function, which will now be held on Wednesday 3rd December, 2025 at the Prince of Wales Hotel in Evandale at 6:30pm.

ACTION: LDC Members voted to move December meeting start time to 4:45pm on 3rd December, to finish at 6:15pm then proceed to Evandale.

14.2 Neighbourhood Watch

Following discussions last meeting with Inspector Fox regarding Neighbourhood Watch, active in Perth and Evandale, LDC raised gauging interest in reinstating this in Longford.

ACTION: LDC to post on Facebook Page for feedback on level of interest in community.

14.3 NMC WORKS REQUEST: Upgrade Road Marking “NO PARKING”, Longford Fire Brigade.

Annette Aldersea requested approval from LDC for a Works Request to NMC to improve visibility of the “no parking” markings in front of the Longford Fire Brigade. *See attached* LDC agreed unanimously that the works request be lodged, however recommend either road writing highlighted in yellow “EMERGENCY VEHICLE ACCESS ONLY – DO NOT PARK” or signage .

ACTION: Vivien Tan has undertaken to lodge works request upon receipt of LDC minutes.

Frances Stewart to alert Inspector Fox that this is of particular issue at take-away peak times.

14.4 Longford Future Bypass Plan

Neil Tubb has been approached via email by Bruce Lindsay (*see attached*) with a request to once again raise the issue of a Longford Bypass using gazette Herbert Road for heavy vehicles. LDC acknowledges that this is an ongoing and unresolved issue which is only going to become more urgent as Longford expands and traffic increases.

MOTION: Longford District Committee requests Northern Midlands Council lobby Department of State Growth to continue to monitor the heavy vehicle traffic count through Longford and provide feedback to Council including heavy vehicle mitigation measures such as night time curfews and future Longford alternative routes outside Longford residential areas.

MOVED: Frances Stewart **SECONDED:** Bronwyn Baker Carried unanimously.

NMC Meeting dates for 2025/2026, Meeting starts 5:00pm:

17 th November	20 th April *	21 st September
15 th December	18 th May	19 th October
19 th January	22 nd June * 4 th Monday	16 th November
16 th February	20 th July	14 th December * 2 nd
16 th March	17 th August	Monday

15. CLOSURE: Chair closed the meeting at 6:50pm.

The next meeting will be at 5:30 pm on WEDNESDAY 3rd DECEMBER 2025 at the Longford War Memorial Hall, Meeting Room 1.

14.3 NMC Works Request: Upgrade Road marking No Parking outside Longford Fire Brigade

I have a new business item for which I would appreciate approval from the LDC to allow me to put to Council as a Works Request, and would prefer not to wait until our December meeting as I feel it is quite important.

I have been speaking to members of the Longford Fire Brigade who have told me they have ongoing issues with vehicles parking across their driveways, even though there is a yellow line at each to declare these as no parking zones.

Obviously, this is of serious concern as in case of a call out to an emergency the volunteers need to be able to access the first driveway to park their vehicles quickly and of course be able to get the fire trucks out to calls in a timely manner.

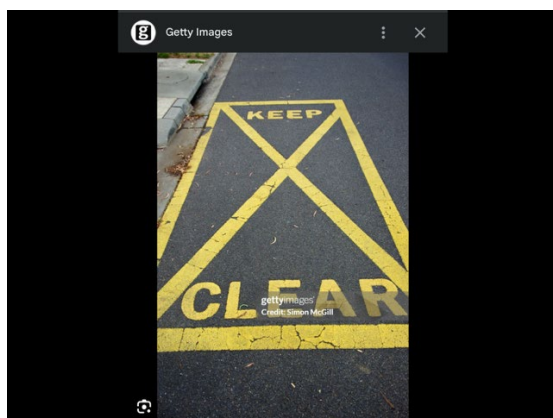
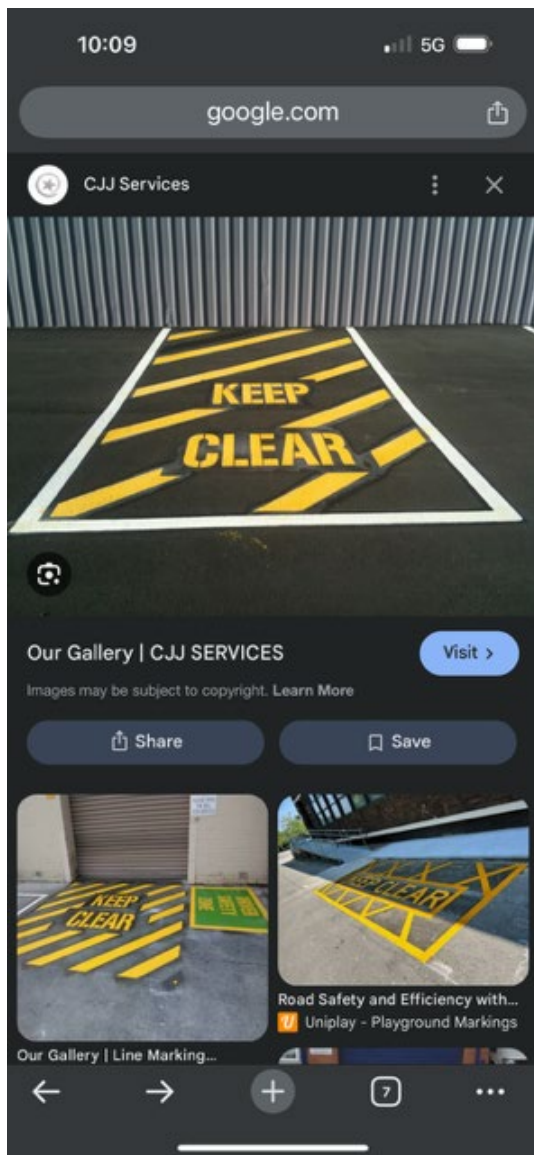
I would like to lodge a works request to ask Council to upgrade the road marking **to one of the options below.**

I have included a photo of the current road marking with suggested placement for the upgraded marking drawn in.

I hope the meeting on Wednesday is productive and I look forward to catching up with everyone at our December meeting.

Kind regards,
Annette





LONGFORD DISTRICT COMMITTEE - ADDENDUM TO MINUTES

WEDNESDAY 3rd SEPTEMBER 2025.

ITEMS ON HOLD – NO UPDATE

7.0 PROMOTIONAL ISSUES:

7.1 Signage for Longford Roundabout.

LDC received notification from Council that the Department of State Growth will not approve the installation of the Longford roundabout sign until their stipulated conditions have been met. One condition is the removal of two of the entry signs at the northern entrance into Longford.

The LDC was unanimous that it strongly objects to the removal of the significant stone “Longford” wall near the railway line. Committee members believe it has been in place for 40 – 50 years and must not be removed under any circumstances.

- 22/7/24 NMC Minute – Action Items – 04/07/2024 Engineering Officer Awaiting report from consultant.
- Noted that it is in the NMC Council Budget 24/25 with \$200,000 funding allocated.
- Sign may not go in until roundabout is repaired.
- 8/1/25 NMC Minute – Engineering Officer received report from consultant.
- 7/2/25 NMC Engineering Officer reports that DSG have indicated that the Stone sign construction and location needs to be reviewed as part of the approval process for Welcome to Longford promotional signage and town signage on the Longford Roundabout.
- 25/2/25 Works Manager advised Traffic Engineer to inspect by 14/3/25
- 14/4/25 NMC Action Items: Traffic Engineer report received by NMC and a report is being prepared for a future Council Meeting.
- NMC Action Items p.23-24 Consultant report sent to State Growth, awaiting response. 16/6/25 Engineering Officer sent follow up email to DSG.
- NMC Budget Items – Deferred.
- 18/8/25 NMC Action Items: 4/8/25 Letter sent to General Manager State Growth.

ACTION: Continue to monitor.

7.2 Proposed relocation of the stone Longford entrance wall to the Woolmers end of Longford.

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

- 6/1/25 MOTION: 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. Moved: Bronwyn Baker. Seconded: Christine Darke. Carried Unanimously.
- 20/1/25 NMC Minute 25/009 That Council notes the Committee’s recommendation. Officer’s comment: The Officer is assessing options and will report to the Council.
- 7/2/25 NMC Engineering Officer reports that DSG have indicated that the Stone sign construction and location needs to be reviewed as part of the approval process for Welcome to Longford promotional signage and town signage on the Longford Roundabout.
- 14/4/25 NMC Action Items: Report received and is being reviewed by Council officers.
- 19/5/25 NMC Action Items: Report sent to DSG for comment.
- NMC Action Items p27. Report sent to DSG for comment, awaiting response.
- 18/8/25 NMC Action Items: 4/8/25 Letter sent to General Manager State Growth.

ACTION: Continue to Monitor

7.3 New Promotional Signage either side of Longford Roundabout on Illawarra Road.

LDC discussed the suitability of using Heritage colours for the signage, consistent with Longford, Brickendon & Woolmers (ie. Oatlands).

ACTION: Continue to monitor, considering DSG stance to Longford signage.

7.4 Directory of Clubs and other organizations and their branches in Longford – including sign.

It is proposed to place organisations sign on or near the visitor information booth in the Village Green, and a second sign near Woolmers Lane end of Wellington Street.

- Fiona Dewar NMC has provided a quotation of \$35 - \$40 for each club/organisation emblem.
- On 23rd May Ms Dewar provided further details of a quotation she received to manufacture the frames for the club signs of around \$2,550 each. The frame for the Village Green may be slightly less as it will not require poles for installation.
- 10/1/25 NMC Minutes – NMC Motion to update Web page for community organizations – to discuss with IT. Cr. Dick Adams to raise the issue of funding.
- 14/4/25 NMC Action Items: Legal Disclaimers, Terms & Conditions being drawn up for NMC Online version.
- NMC Action Items P27. Online Council Webpage now live 29/5/25. LDC Budget Request Item.

ACTION IN PROGRESS:

- Neil Tubb and Annette Aldersea have drafted a letter to present to organizations/clubs re: informing them of the proposal, cost for the emblems, and seeking their interest in participation. This will be circulated in March when people are back from holidays and notified on the LDC Facebook page.
- LDC would need to request funding from NMC for the frames – Item included in Budget Submission 2025-26.
- No funding in NMC Budget 2025-26. Defer to next Budget Allocation Submission,

8.0 SAFETY & AESTHETIC ISSUES:

8.1 Pullover area/Viewing Platform – Alternative Location.

A revised report – V3 had been prepared and circulated to LDC members. The report includes an alternative suggestion for a pullover point on Woolmers Lane. The committee decided to suggest two options to Council.

MOTION: LDC requests that NMC consider a lookout or pullover point at either

- (1) Woolmers Lane on the hill between Woolmers Bridge and Panshanger Road.

or

- (2) Norwich Drive on the southern side opposite number 59. See attached revised report – V3.1.

NMC Minute 24 June 2024 – DECISION That Council consider the location of the vista / look out point after a safety check is conducted on site. Carried Unanimously

Annette Aldersea reported that Council Officers report Council Meeting 9th July 2024 found both sites problematic,

MOTION: LDC request that NMC provide clarification regarding request for a pullover viewing area with respect to why the proposed Norwich Drive location is problematic.

Moved – Annette Aldersea. Second – Bron Baker. Carried unanimously.

NMC Minute No. 24/0264 Decision: That Council investigates alternate viewing locations.

- 5/3/25 Ken Richards suggested Prout's Vista – Mountford/Newry corner, Pateena Rd.

- 7/5/25 Dumaresq family not amenable to supporting this on Pateena Rd or Norwich Drive due to past issues with loiterers.

ACTION. LDC to continue to scout for a suitable site.

8.2 Wellington & Marlborough Streets Intersection (Sticky Beaks)

LDC discussed the lengthy delay since community members met with Minister Michael Ferguson and Garry Hills DSG, onsite 9th March 2023, to discuss the safety concerns regarding the large concrete planter boxes. The Minister gave his assurance at this meeting that an independent traffic study of the intersection would take place.

LDC discussed further, agreed it should be left turn only out of Wellington Street on to Marlborough Street, and left turn only out of William Street. Peter Munro noted the request to change the Give Way sign to a Stop Sign

- NMC Minutes 22 July 2024 -Action Items – 10/07/2024 Engineering Officer Awaiting information from the Department of State Growth. Council moved a motion to lobby State Growth regarding the roundabout, Sticky Beaks corner, pedestrian safety etc.
- Peter Munro noted the number of times recommendations have been put forward by LDC, supported by NMC but no action from State Growth, including the request to change the Give Way on Wellington Street sign to a Stop Sign, for which LDC is still waiting for feedback.
- It is anticipated that DSG will soon engage a consultant to conduct an independent safety survey and report.
- 8/1/25 Cr. Dick Adams advised that NMC have received a response from DSG noting comments on the Safety Audit and stating no further response. NMC to discuss response.
- 5/2/25 NMC Exec Assistant advising item listed for next workshop.
- 2/3/25 NMC Exec Assistant preparing a report.
- 2/4/25 LDC discussed whether bollards were an option, since they are used in front of The Queen's Arms. Crs Adams and Brooks advised that they were not since there was underground infrastructure, but that NMC plan to lower the height of the boxes and move them back from the kerb where there are sight obstruction issues
- 14/4/25 NMC Action Item: Engineering Officer prepared report for May Workshop & Council Meeting presentation. Workshop discussed options such as Dept. State Growth redesign intersection, Reduction of speed limit to 40km/hr but dismissed lowering the box heights.
- 19/5/25 NMC Action Items - Council reviewing location of underground services to determine what impact this may have on any future works at this location. Scheduled for workshop discussion.
- 4/8/25 NMC Audit Report, Minute No. 25/250 Decision: That Council: a) make no changes, and b) continue to monitor vehicle and pedestrian safety at the intersection.

ACTION: Follow up with NMC regarding DSG Report to obtain images of potential options to Include on LDC Facebook page for community feedback.

9.0 TOWN IMPROVEMENT ISSUES

9.3 New Public Toilets Marlborough Street.

Proposed location at rear of car park next to Harcourts. They have no objection to toilets if they will be maintained by Council, would also prefer that CCTV cameras are installed.

Cr. Brooks noted Council has provided new toilets the the War Memorial Hall, and suggested reopening toilets at Longford Town Hall may be an option.

Jo Clarke noted that people are currently using the laneway beside Joe's Takeaway, and queried whether the toilets, including the new ones at Laycock Park, need security. It was recommended

that toilet design should be vandal proof, with one suggestion being hand dryers be placed outside the toilet cubicle so CCTV monitoring would be possible.

- Jo Clarke and Bron Baker have approached Carlton Dixon & Harcourts regarding Marlborough Street.
- 2/07/25 Discussions re: costly to build, maintenance and vandalism concerns.

ACTION: Jo Clarke to follow up again with Harcourts. Continue to Monitor

9.4 Lack of river signage at Macquarie River Bridge, Woolmers Lane.

4/06/25 Bronwyn Baker raised the lack of signage at Macquarie River bridge on Woolmers Lane to identify the Macquarie River.

2/07/25 Bron Baker advised via email prior to the meeting she has a Works Request with NMC.

6/8/2025. Bron Baker received feedback that there is conflict as to whether a DSG or NMC responsibility. NMC consider the signage too extensive/expensive across Council area due to the number of bridges.

6/8/25 MOTION: Longford District Committee request Northern Midlands Council place signage at Woolmers Bridge identifying the Macquarie River and its traditional Aboriginal name if known, and also on Cressy Road at Brumby's Creek bridge to identify Brumby's Creek, both for the benefit and interest of tourists and recreational fishers.

MOVED: Bronwyn Baker SECONDED: Frances Stewart Carried Unanimously.

1/10/25 NMC MINUTE NO. 25/281 DECISION That Council:

1. notes the request from the Longford District Committee for signage at Woolmers Bridge and Brumby's Creek Bridge identifying the waterways and their traditional Aboriginal names, if known;
2. acknowledges advice from the Tasmanian Aboriginal Centre (3 September 2025) that traditional names for Brumby's Creek and the Woolmers Bridge area are not known, and that the Macquarie River is referred to as Tinamirakuna/Macquarie River;
3. recognises the request as an operational matter for which no funding is currently available;
4. advises the Longford District Committee that as there is no funding available at this time, this can be included as a budget request for the year 2026/27 in March of 2026.

ACTION: Defer to Budget Request Items 2026/27, March 2026.

9.5 Future plans for abandoned house block on Lyttleton Street.

4/06/25 Peter Munro raised this as an item for discussion at the next LDC meeting, due to concerns about it becoming a recent target for vandals and attempted arson.

2/07/25 Investigate possibilities further.

ACTION: Further consideration as a Budget Request Item 2026/27, March 2026.

10.0 RECREATIONAL ISSUES:

10.5 Additional bench seats & picnic tables for Longford Village Green near Latour and Lyttleton Streets.

It was noted that there is a lack of seating in the area of the Village Green near Latour and Lyttleton Streets, and that some visitors to the Village Green may prefer quieter seating location away from the children's play area, such as near the trees.

- 5/3/25 Annette Aldersea to take photos for Peter Munro to circulate for feedback on social media.
- 2/4/25 Peter Munro to put on the Longford District Committee Facebook page for community feedback on this suggestion.

- 7/5/25 Community opinion was 100% positive with approximately 40 comments/suggestions, including all corners of the Green, under shade, scattered benches around perimeter for elderly rest stops when strolling, more picnic benches along Arthur Street for food van patrons, while ensuring open areas remain for events such as Scots Day Out and Car Shows.
- Peter Munro provided a report on feedback from social media regarding the idea of extra seating, which was overwhelmingly positive.
- 2/07/25 Annette Aldersea tabled photos of suggested locations for extra picnic tables and bench seating in the Village Green. Peter Munro raised request through Facebook feedback for a picnic table at the safety park. Annette Aldersea to add to request. Agreed by all in attendance that Annette Aldersea lodge a work request for the additional tables and seating.
- 6/8/2025 Annette Aldersea lodged a Works Request with Council.
- 1/10/25 Frances Stewart followed up with Vivien Tan – NMC has no funding allocation at present. LDC to add to 2026/27 Budget requests for funding benches, concreting etc.

ACTION: Defer to Budget Request Items 2026/27, March 2026.

11.0 HERITAGE ISSUES:

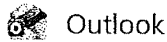
12.0 GOVERNANCE ISSUES:

12.3 Draft Longford Expansion Strategy

Annette Aldersea has provided a copy of the Strategy document for discussion (*see attached Draft for Community Consultation*)

- Peter Munro suggested the Strategy should include traffic management planning, including investigation of a Longford bypass.
- A voluntary LDC meeting to discuss and prepare a group submission/response was held 13th November and a submission has been presented to NMC.
- Dick Adams reported that this has been workshopped in a closed session by NMC.
- 2/07/25 Awaiting report.

ACTION: Continue to monitor.



Item for Longford Area Committee meeting this evening

From Bruce Lindsay
Date Wed 05-Nov-25 2:15 PM
To NEIL TUBB

Hello Neil

I understand that you remain a member of the Longford Area Committee of Council, and that there is a meeting scheduled for this evening.

Please would you be prepared to raise the increasingly vexed issue of a heavy vehicle bypass of Longford? I have come to know that there already exists a gazetted road - Herbert Road - between the Longford Cemetery and Illawarra Road which - unlike the one-time considered route via Bishopsbourne - has the potential to be an effective route causing minimal disruption to existing residents and businesses. Since it already exists, costs and dislocation caused by land acquisition for the route are expunged.

When Council discussed this matter in 2023 (at its meeting on 11th December), its own vehicle count showed that, from counts taken in 2007 and 2021, traffic volumes (not differentiating between light and heavy vehicles) increased from 6653 to 8859, which if nothing else confirms the significant upward trend in traffic congestion on Marlborough Street. Council at that time resolved "That State Growth be requested to investigate a Longford bypass". Traffic volumes have increased markedly since November, 2021.

To my knowledge, any investigation by State Growth has never happened, yet the problem just keeps increasing. Opposition by local businesses, which may be impacted in some way by reduction in heavy vehicle traffic along Marlborough and Wellington Streets, should take account of the restrictions on parking heavy vehicles, and the percentage of customers comprising operators of such vehicles. Informal observations of those patronising say the Yellow Shop and Jo's Takeaway suggests their custom comes overwhelmingly from local people in domestic vehicles.

Given that Council continues to approve new housing developments, which must increase local vehicular and foot traffic along Marlborough and Wellington Streets, I encourage the Committee to press Council to undertake a study into the route, costs and benefits/detractions which may result from development of the Herbert Street gazetted road as a heavy vehicle bypass.

With regards, Bruce.



Revised Land Use Planning and Approvals (Development Assessment Panel) Bill 2025

Background Report for Consultation

October 2025

State Planning Office
Department of State Growth



We acknowledge and pay our respects to all Aboriginal people in Tasmania; their identity and culture.

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1.0 Introduction

In July 2023, the Premier of Tasmania, the Honourable Jeremy Rockliff MP, announced the preparation of new legislation to introduce independent Development Assessment Panels (DAPs) to provide an alternative planning pathway for certain development applications.

The draft Bill proposes to amend the *Land Use Planning and Approvals Act 1993* (the Act) by providing a process for development applications to be determined by a DAP established by the Tasmanian Planning Commission (TPC). The TPC already establish panels to, among other matters, assess Major Projects, Projects of State Significance and determine planning scheme amendments.

The stated intent for introducing DAPs was ‘to take the politics out of planning’ by providing an alternate approval pathway for more complex or contentious development applications. The draft Bill also responds to the potentially conflicted roles of Councillors who are required to act as a planning authority, applying the planning scheme and determining development applications, while also representing the interests of their constituents.

The alternate pathway is optional and allows an independent assessment to be undertaken against the existing planning scheme requirements.

The process still involves councils as a referral entity, ensuring the interests of councils are taken into consideration in the assessment. Community consultation is also central to the process with similar provisions for public notification and exhibition however those making submissions are invited to attend public hearings to discuss the matters raised.

2.0 Glossary

Act – *Land Use Planning and Approvals Act 1993*

DAP – Development Assessment Panel

EMPCA – *Environmental Management and Pollution Control Act 1994*

EPA – Environmental Protection Authority

SPO – State Planning Office

TasCAT – Tasmanian Civil and Administrative Tribunal

TPC – Tasmanian Planning Commission

3.0 Background

The State Planning Office (SPO) prepared a [Development Assessment Panel \(DAP\) Framework Position Paper](#) (the Position Paper) to explore the introduction of an alternative assessment pathway. The Position Paper included a draft DAP framework, based on statements made in the Premier's announcement and initial consultation with key stakeholders. Submissions were invited on matters raised in the Position Paper and on the draft framework. There were 542 submissions received during the consultation period on the Position Paper which are published on the [Planning in Tasmania website](#).

A [Report on Consultation - DAP Framework Position Paper](#) (Report on Consultation) was published in October 2024. The Report on Consultation summarised the issues raised in the submissions, provided a response to those issues and outlined a revised DAP framework and model for the Minister to direct a planning authority to prepare a draft amendment to its LPS.

The findings from the Report on Consultation were used to inform the drafting of the [draft Land Use Planning and Approvals Amendment \(Development Assessment Panels\) Bill 2024](#) (DAP Bill 2024) which was open for a 5 week public consultation period, closing on 12 November 2024. A total of 461 submissions were received which are also available for viewing on the [Planning in Tasmania website](#). The draft DAP Bill 2024 underwent some modifications following consultation feedback prior to being tabled in Parliament on 19 November 2024.

A copy of the tabled DAP Bill 2024, related documents and results of debate in the House of Assembly and the Legislative Council, including access to Hansard records, can be found on the [Parliament website](#).

While the DAP Bill 2024 passed the Lower House, it was rejected in the Upper House. The DAP Bill was revised based on issues raised during debate in the Upper House and was made available for an eight-week public consultation period from 26 February to Thursday 24 April 2025. A copy of the [draft Land Use Planning and Approvals Amendment \(Development Assessment Panels\) Bill 2025](#) (draft DAP Bill 2025) and the accompanying [Background Report for Consultation](#) is available on the Planning in Tasmania website.

The new Minister has reviewed the submissions with further changes made to the revised draft Land Use Planning and Approvals Amendment (Development Assessment Panels) Bill 2025 (revised draft DAP Bill 2025) (**Attachment 1**). The revised draft DAP Bill 2025 is now available for a further 5 week public consultation period.

The purpose of this report is to provide feedback on the issues raised during the last round of consultation, identify the modifications made to the draft Bill and provide an overview of the proposed revised framework to facilitate further consultation on the revised draft DAP Bill 2025 (**Attachment 1**).

4.0 Issues raised during consultation

4.1 General issues

A total of 426 submissions (not including late submissions) were received on the draft DAP Bill 2025. The majority of submissions did not support the draft Bill. The following provides an overview of the main general issues raised and a response to those issues. For further detail on submissions refer to **Attachment 2**.

- ***General opposition to taking decision making functions away from local government.***

Response

It is noted that there are views that fundamentally oppose the concept of DAPs however, the Government has committed to developing a framework to provide for an alternate decision pathway.

While it is acknowledged that council does not make the decision, it still informs the process and is a party to the proceedings.

Some councils have submitted that there are situations that warrant an alternate decision maker for the assessment of a development application.

- ***No demonstrated need for the introduction of DAPs.***

Response

The need for providing the alternative pathway has been demonstrated at length in past reports. The principal justification is that the contested role of Councillors as a planning authority responsible for determining development applications against the provisions of the planning scheme can be at odds with their political role in representing the interests of their constituents.

- ***Objection to the removal of planning merit appeals.***

Response

The purpose of appealing a planning authority's decision to the Tasmanian Civil and Administrative Tribunal (TasCAT) is to provide an independent review of the process, in a public forum and without political interference. The actual process becomes one where TasCAT assumes the role of the planning authority and assesses the application afresh (*de novo*).

The DAP framework already provides for all those elements within the initial assessment process by being considered by planning experts, open to the public, giving parties the opportunity to test the evidence of others and appeal directly to the decision maker.

The proposed process involves the exhibition of a draft assessment of the development application including, where the application is supported, a draft permit and conditions of

approval. This allows all the parties to be aware of the decision makers' initial thinking and to challenge elements of that thinking. The publication of all representations following the exhibition period provides parties with the opportunity to scrutinise each other's submissions and test them in a public hearing and before the decision makers.

Allowing a right of appeal when the framework already has the safeguards in place to provide a legally sound process that obeys the rules of natural justice in the initial decision, introduces unnecessary time delays and costs to the community.

It is also considered inappropriate for the State's peak planning body to be subject to a merit appeal on planning grounds. Any decision of a DAP will be subject to judicial review.

- With the exception of the TPC acting as the planning authority under the *Major Infrastructure Development Approvals Act 1999*, no other decisions made by it are subject to a merit appeal. **Concerns regarding the qualitative nature of the referral process;**

Response

The draft DAP Bill 2025 provided an option where the applicant, or the planning authority with the consent of the applicant, could request to the Minister that the application be determined by a DAP subject to the Minister being satisfied that the application met one or more of the following criteria:

- the application relates to development that may be considered significant or important to the local area or State;
- there are concerns about the planning authority's technical expertise to assess the application;
- the application relates to development that is, or is likely to be controversial; or
- where the planning authority has, or is likely to have, a conflict of interest or there is a perceived bias on the part of the planning authority.

The submissions raised valid concerns regarding the clarity of these criteria. A statutory decision-making framework needs to have a high degree of certainty. On review, the proposed provisions are considered too subjective and introduce a level of ambiguity which cause subsequent complications for the implementation of the framework.

The submissions that raised this matter are supported and as a consequence, section 60AD in clause 9 of the draft DAP Bill 2025 has been deleted from the revised draft DAP Bill 2025.

- ***Lack of support for increased ministerial powers to determine what applications enter the DAP process.***

The draft DAP Bill 2025 only provided a role for the Minister to decide on whether an application should be referred to a DAP for determination. As discussed above, the exercise of that discretion relied on the Minister applying qualitative criteria which, on review, does not provide the necessary certainty required for statutory processes. The

Ministerial role to determine the eligibility of certain development applications to be assessed by a DAP has been removed from the DAP framework.

- ***Cost and resource implications for councils.***

Response

The fees for council's involvement in the assessment of applications referred to DAP for determination will be prescribed through regulations. Those regulations are yet to be drafted. It is anticipated that the fee structure will be based on a full cost recovery model.

The draft regulations containing the fee structure will be subject to separate consultation if the legislation is passed by Parliament.

- ***Concern that DAPs will not be independent and will be pro-development.***

Response

Planning decisions are either made by council acting as a planning authority, with an opportunity to appeal to an expert panel established by TasCAT, or by a similarly constituted expert panel established by the TPC.

Past reports on the DAP process have explained that DAPs would be established by the TPC, which is an independent statutory body at arm's length from government. The TPC already performs a number of independent assessment and advisory functions within the Resource Management and Planning System. The TPC continues to be well regarded and respected for their independence and expertise in determining complex planning matters.

The TPC is established under the *Tasmanian Planning Commission Act 1997*. The TPC and it delegates uphold a high degree of integrity in the functions it performs. While the *Tasmanian Planning Commission Act 1997* gives some latitude on the TPC's procedures, the principle of natural justice must be followed at all times. Commissioners and delegates must not have any conflict of interest, or are required to register any perceived conflict of interest, and must bring an open and unprejudiced mind to all matters. Any decision made by the TPC is subject to judicial review which would reveal any bias or perception of bias.

- ***The proposed process increases complexity in an already complex system.***

Response

The draft DAP Bill 2025 provides flexibility by introducing an optional additional approval pathway into the system. The Bill is required to be quite detailed because it steps through the eligibility, referral and assessment processes, providing certainty and accountability for the operators of the process and those that operate within it.

While the Bill includes an additional approval pathway which may be perceived as adding complexity to the system, the need for the additional approval pathway is justified.

The removal of the Ministerial role in determining eligibility of certain applications to enter the DAP process removes some of the complexities previously raised.

4.2 Modifications in response to issues

The following table sets out specific issues that have resulted in modifications being made to the draft DAP Bill 2025.

Issue	Modification
Lack of support for the Minister to have the discretion to refer an application to a DAP for determination and the ambiguous criteria used to make that determination.	Supported as discussed above. Section 60AD in clause 9 of the draft Bill has been deleted. Remove subsequent references to section 60AD
Because section 60AD is removed, there is no need for the TPC to issue Section 8A guidelines to help the Minister make a decision to refer an application	Clause 6 of the draft Bill has been deleted.
Section 60AF (3)(a)(i) and (ii) refers to a 'place or area' - need to clarify that they are a "registered place" or "heritage area" as defined under the <i>Historic Cultural Heritage Act 1995</i> ?	Supported. Reference to 'place or area' is now referenced as a registered place or heritage area as defined by that Act. See s60AE(3)(a)(i-ii) of the revised draft DAP Bill 2025.
Section 60AH(5) and (6) relate to modifications to an exhibited hearing date and should be their own sections.	Supported. Provisions inserted as an additional section. See s60AH of the revised draft DAP Bill 2025.
Section 60AH(6) (b) requires that all the application documentations are re-exhibited for the purpose of notification of a change of hearing date. Concern that this will invite further representations to be received outside the exhibition period.	Supported. Section 60AH(6) (b) has been deleted.
TPC have requested the assessment clock stops if it has to seek advice from the Environmental Protection Authority (EPA) under s60AC(4) as it cannot control when that advice will be	Supported. Modification made to the draft Bill to address concern. See s60AC(4)(b) of the revised draft DAP Bill 2025.

Issue	Modification
provided which can impact it meeting its assessment timeframes.	
The 7 day timeframe for the TPC to review further information under s60AG(6) is too short and have requested 14, or “7 days, excluding any days on which the office is closed within normal business hours, or as otherwise agreed by the Minister”	Supported. The draft Bill has been modified to allow 7 business days or such greater period as determined by the Minister. See s60AF(6) of the revised draft DAP Bill 2025.
A site notice as part of the exhibition notification should go to owners and occupiers of adjoining land are notified under s60AH, not just owners.	Supported. Modification made to the draft Bill to provide that owners and occupiers of adjacent land are notified. See s60AG(1)(c) of the revised draft DAP Bill 2025.
Require the DAP to accept a certificate of exemption issued by an accredited person where there is insufficient risks from natural hazards to warrant specific protection measures.	Supported and modification made to the revised draft DAP Bill 2025. See s60AL(2)(f) of the revised draft DAP Bill 2025.
Concern that if the DAP fails to make a decision within the timeframe that this will make any subsequent approval invalid.	Supported. Modification made to include an additional provision specifying that if a decision is made outside the timeframe allowed, it does not invalidate the approvals. See s60AL(5) of the revised draft DAP Bill 2025.

5.0 Summary of revised DAP Bill 2025

5.1 DAP framework

The draft Bill provides an option to allow discretionary development applications to be referred to a DAP for determination, provided it is not subject to the *Environmental Management and Pollution Control Act 1994*, if it meets specific criteria.

These criteria include:

- if the application is made by, or on behalf of, Homes Tasmania or a registered community housing provider for social and affordable housing or subdivision to facilitate social and affordable housing;
- where the applicant, or the planning authority with the consent of the applicant, requests DAP determination and the development application satisfies the following value thresholds:
 - over \$10 Million, or such other amount prescribed, if all, or any part of the development, is located in a city; or
 - over \$5 Million, or such other amount prescribed, where the development is located outside a city;
- where the council is both the applicant and the planning authority and the value of the development exceeds \$1 Million;
- any other purpose as prescribed in the Regulations.

Eligible development applications lodged with a DAP for determination follow statutory timeframes for certain assessment tasks. The maximum time taken for determining applications are in the order of 112 days. The current timeframe for determining discretionary permits is 42 days. The additional time taken through the DAP process is to provide sufficient time for affording natural justice through public hearings into the representations.

The Bill provides for a DAP to refer the development application to reviewing entities, including the planning authority, for advice and input into the assessment process. Any additional information required by the reviewing entities is consolidated by the DAP and the statutory clock stops until the applicant has provided the necessary information to the satisfaction of the DAP.

The DAP undertakes a preliminary assessment and prepares a draft assessment report, including a draft permit and conditions if recommended for approval. The draft report, application and any additional information is exhibited for 14 days, consistent with existing public exhibition, and the DAP receives representations. Following the public exhibition period, the representations are published and the DAP holds a hearing to consider the evidence before it and allowing the parties to test each other's evidence. The DAP considers all the relevant information before making a final decision. If the DAP approves the application, it directs the planning authority to issue the permit. Enforcement and any

subsequent minor amendments to the permit remain the responsibility of the council as the planning authority under the Act.

Similar to other decisions made by panels established by the TPC, DAP decisions are final, with no right of appeal based on planning merit, although they are subject to Judicial review.

Attachment 3 sets out a flow diagram of the proposed DAP process.

5.2 Removal of Ministerial Direction to a planning authority to prepare a draft amendment to its Local Provisions Schedule

The draft DAP Bill 2025 included provisions to allow the Minister to direct a council to prepare a draft amendment to its LPS where the review process under section 40B of the Act had been exhausted. The proposed direction could only occur if the Commission requests the council to reconsider its rejection of a draft amendment. A draft amendment prepared under the proposed Minister's direction only commenced the Commission's assessment process rather than any approval or making of an amendment to the LPS by the Minister.

This process has been removed from the revised draft DAP Bill 2025 on the basis that it is separate to the proposed DAP process. The removed elements may be considered through a separate amendment Bill.

6.0 Next Steps

A copy of the revised draft DAP Bill 2025 is available for viewing and download on the SPO's Planning in Tasmania website at: <https://www.stateplanning.tas.gov.au/have-your-say/consultations/lupaa-amendments/draft-lupaa-development-assessment-panel-amendment-bill-2024>

The revised draft Bill will undergo a 5 week consultation period during which time submissions are invited through the SPO's '[Have your say](#)' platform.

ATTACHMENT 1

Land Use Planning and Approvals Amendment (Development Assessment Panels) Bill 2025 – consultation draft 2 October 2025

ATTACHMENT 2

Summary of issues raised during February – April 2025 consultation and responses

Issue	Response
No justification for introducing DAP pathway	The proposed process is principally in response to a small number of applications that have been refused on the basis of social prejudice against the location of social and affordable housing. With the Government's commitment to delivering 10000 new social and affordable homes, many of which rely on federal funding requiring construction to occur within specified timeframes otherwise funding can be lost, greater certainty within the planning system is needed. Councils generally supported the option to refer a council application to a DAP for determination as it removed any element of perceived bias in the determination.
Increased resourcing and costs, inefficient use of resources and duplication of processes	The fee structure for a DAP assessment will be prescribed through Regulations following extensive consultation with the parties involved in the process. The Background Report that accompanied the draft Bill for consultation flagged that a cost recovery model will be adopted for a DAP assessment, including council's being able to charge a fee for its advice and participation in the process. The specific details of the fee structure are yet to be determined. The additional cost of having an application determined by a DAP is

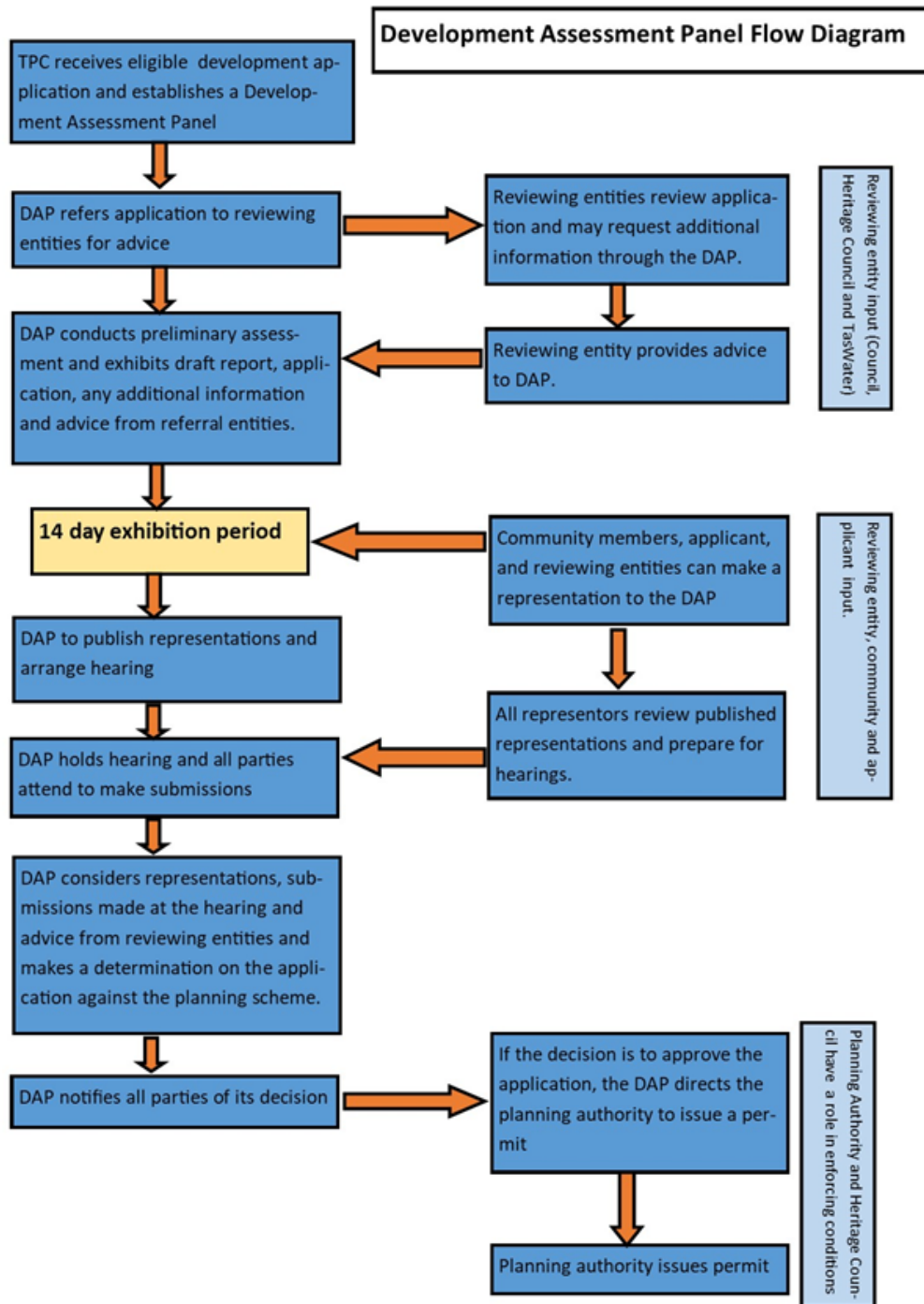
Issue	Response
	borne by the applicant who chooses this process.
Divert resources away from more important strategic planning reforms	Providing an alternate approval pathway for certain problematic development applications to be determined against the existing planning provisions is considered a good use of resources. The process will allow social and affordable housing to be delivered in a timely manner supporting the provision of much needed housing.
Increases complexities in an already complex process	While it might be considered by some to add more complexity, that complexity is borne by the applicant who chooses the DAP process.
Ministerial referral of applications to a DAP is ambiguous and does not provide certainty to councils or applicants as to what developments are eligible for DAP determination	This element of the draft Bill has been removed. There are no longer any role for the Minister to determine if an application is suitable for DAP referral.
Lack of meaningful engagement and modifications made to the Bill are superficial	The draft Bill underwent an extended 8 week consultation period during which time the SPO held 2 online information sessions to help councils understand the Bill and facilitate their feedback. The Bill has been modified post consultation to address many of the concerns raised in submissions, most notably the removal of the Minister to refer applications to a DAP. The new Minister has approved another round of consultation in the hope of striking a suitable balance between the issues raised.
Timeframes to undertake certain assessment functions are insufficient and should be extended	The timeframe given for the TPC to review and respond to further information provided by the applicant was increased from 7 days to 7 working

Issue	Response
	days with an option to extend subject to approval by the Minister. This is considered necessary given the scope and complexity of information it may have to review. Other parties subject to the same reviewing timeframe were not given the additional time because they have more discrete and limited range of matters to review.
Timeframes should not apply while TPC is seeking advice from EPA confirming that an application is not subject to EMPCA	The time taken for the EPA to respond to confirm that an application is not subject to EMPCA should not contribute to the TPC's assessment time. The Bill has been modified so that the assessment clock doesn't start until this advice is obtained.
The Bill should include that a correction of errors can be made	The Bill already specifies that the Act applies the provisions relating to any minor amendments to a permit and enforcement of the permit. This includes any correction of an error
If a determination is made outside the specified timeframe it should not be considered invalid	The Bill was modified to include a provision that a decision is not invalidated if it is made outside the specified timeframe.
Need for pre-lodgement discussion with Tasmanian Heritage Council.	This currently occurs outside of the statutory process and there is not considered a need to require it through legislation.
Require the DAP to accept a certificate of exemption issued by an accredited person where there is insufficient risks from natural hazards to warrant specific protection measures.	This is supported and the Bill has been modified to include an additional provision under the existing provision requiring the DAP to accept a relevant bushfire hazard management plan or other prescribed management plan relating to environmental hazards.

Issue	Response
Applications subject to EMPCA should be eligible for DAP determination.	Development applications that are subject to the EMPCA are assessed by both the Environmental Protection Authority (EPA) and the planning authority with the planning authority being required to apply any outcomes of the EPA's assessment. The reason why they have been excluded from the DAP process is to allow for applications that have complex environmental considerations to be subject to expert consideration of the EPA.
DAPs are not independent and no criteria for the establishment of a DAP	DAPs are to be established by the TPC which is an independent statutory authority at arm's length from government. The <i>Tasmanian Planning Commission ACT 1997</i> has its own set of provisions for holding hearings and delegating functions to panels. The Bill specifies that the TPC Act applies to a DAP as if it were a reference to the TPC (s60AA(2))
DAP process will make it easier to approve large scale development	The DAP is required to undertake an assessment against the same planning provisions and considerations as council.
DAP decisions should be subject to merit appeal	The purpose of appealing a planning authority's decision is to provide an independent review of the process, in a public forum and free from political interference. Most decisions made by the TPC are not subject to a merit appeal because the TPC is the peak planning body and is bound by the principles of natural justice requiring giving parties the opportunity to attend public hearings to make submissions and test each other's

Issue	Response
	submissions in the presence of the decision maker.
Opposition to increased Ministerial powers to direct council to prepare a draft LPS amendment	To avoid confusion with the DAP process, this element of the draft Bill has been removed.
Opposition to removal of local democracy in local decision making	Planning decisions should not be based on local democracy or a vote of popularity. When making decisions as a planning authority council is required to apply the provisions of the planning scheme.
Inadequate timeframes for public exhibition and hearing notification	The public exhibition period is 14 days which is consistent with the application of standard provisions. Notification of the public hearing is given at the time of exhibition of the application and draft assessment report. The minimum timeframe for a public hearing is 10 days from the close of exhibition. This allows a minimum overall timeframe of 24 days to prepare for a hearing. The TPC Act requires the publishing of submissions as soon as practical (refer s12 TPC ACT). The minimum timeframes for notification of an existing TPC hearing is 2 weeks.

ATTCHMENT 3



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[2025] TASPComm 24

TASMANIAN PLANNING COMMISSION



DECISION

Planning scheme	Tasmanian Planning Scheme – Northern Midlands
Planning authority	Northern Midlands Council
Applicant	Ireneinc for Trader's In Purple
Date of decision	11 November 2025

Background

On 6 October 2025, Ireneinc Planning and Urban Design (the applicant), on behalf of Trader's In Purple, submitted a request to the Commission under section 40B(1) of Land Use Planning and Approvals Act 1993 (the Act). The request relates to a request to amend (14/2024) the Northern Midlands Local Provisions Schedule (LPS) and seeks a review of the Northern Midlands planning authority's (the planning authority) decision to refuse the request to amend the LPS.

The applicant's letter to the Commission, which outlined the reasons for the requested review, noted the proposed draft amendment was supported by a comprehensive suite of documents and recommended for certification by the assessing officer. The request was also accompanied by a copy of the planning authority's notice of decision.

To assist the Commission in its review, further information was sought from the planning authority on 13 October 2025. The information included:

- a copy of the Council agenda, attachments, and minutes for 15 September 2025; and
- any other material that was relevant to the planning authority's decision.

The planning authority provided the following documents to the Commission on 14 October 2025:

- a copy of the Council agenda and minutes for 15 September 2025; and
- a copy of the attachments to the Council agenda for 15 September 2025, including the applicant's report and supporting documents.

The draft amendment is an iteration of a similar proposal lodged in 2018. Following community consultation, the location and overall design of the proposal evolved. Most notably, the extent of the land proposed to be rezoned was reduced and relocated closer to the Evandale township.

The current iteration of the requested amendment was lodged with the planning authority in 2024. The matter was considered by the planning authority at its meeting on 15 September 2025. The assessing officer recommended the planning authority prepare and certify the amendment, which included rezoning of the land to

Tasmanian Planning Scheme - Northern Midlands

General Residential, Rural Living, Local Business, Community Purpose, and Open Space. The requested amendment also included modifications to the Evandale Specific Area Plan (SAP) to extend the SAP over the site and ensure its provisions were relevant to the proposed zones. The proposed modifications to the SAP included two new precincts (the Evandale Expansion Development Precinct Masterplan and the Arthur Street Development Precinct Masterplan) and an amendment to the Logan Road Development Precinct Masterplan. Diagrams were proposed, which would show an anticipated subdivision layout for the Evandale Expansion Development Precinct Masterplan and the Arthur Street Development Precinct Masterplan. Furthermore, Local Area Objectives were proposed for the Local Business Zone in the Evandale Expansion Development Precinct.

The attachments to the agenda report included the following documents submitted by the applicant in support of the requested amendment:

- Planning Report, Ireneinc, February 2025
- Residential Supply and Demand Analysis for Evandale, SGS Economics and Planning, May 2022
- Evandale Expansion Plan Cost Benefit Analysis, SGS Economics and Planning, August 2025
- Agricultural Assessment Report, Pinion Advisory, September 2023
- Engineering Services Report, MRC Consulting Engineers, December 2023
- Preliminary Water and Sewerage Report, MRC Consulting Engineers, October 2024
- Traffic Impact Assessment (Revision 01), Pitt & Sherry, January 2024
- Traffic Impact Assessment (Revision 02), Pitt & Sherry, December 2024
- Evandale Masterplan, proposed residential subdivision, Traffic Engineering Peer Review, May 2024
- Aboriginal Heritage Assessment, Cultural Heritage Management Australia, October 2023
- Historic Heritage Assessment Report, Cultural Heritage Management Australia, October 2023
- Natural Values Report, Natural Environment Services Tasmania, November 2022
- Preliminary Flood Hazard Assessment Report, MRC Consulting Engineers, December 2023
- Bushfire Management Report, Ireneinc, 2023
- Preliminary Site Contamination Investigation, Pitt & Sherry, April 2023; and
- Landslide Hazard Assessment, Pitt & Sherry, May 2023.

On 23 September 2025, the applicant received a notice from the planning authority advising of its decision to refuse the request for an amendment. The notice advised the planning authority had refused to prepare the amendment under section 38(2)(b) of the Act for the following reasons:

Considering the matters referred to in section 38(1) of the Act, the planning authority is of the opinion that the proposed amendment:

Tasmanian Planning Scheme - Northern Midlands

1. Does not represent sound strategic planning and co-ordinated action by State and local government, contrary to Schedule 1, Part 2 (a) of the Act. Specifically, the Department of State Growth has advised it is appropriate that proposals of this type, scale and location are considered as part of the current comprehensive review of the Northern Tasmania Regional Land Use Strategy, and any rezoning ideally be undertaken in context of the outcomes of the review.
2. Does not 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, contrary to Schedule 1, Part 2 (h) of the Act. Specifically,
 - a) TasWater has advised that:
 - Most of the land is outside TasWater's serviced land for sewage and water supply.
 - TasWater has no plans to expand its network in newly rezoned land.
 - The land proposed for rezoning will represent a very significant increase in the demand placed on the sewage treatment plant, vastly exceeding the licence limit for the plant and the capacity to treat and dispose of effluent.
 - b) The design parameters of the proposed by-pass road have not been determined, and the likely resulting alignment requirements have not been incorporated into the proposed Evandale expansion master plan layout.
 - c) The site is located under or near the departure tracks for runway 14R and the arrival tracks for runway 32L as shown in the Master Plan. Hence this development may be subject to low-level noise from the aircraft using these flight paths in the future.
3. Has not considered the effects on the environment, specifically the green and gold frog, contrary to Schedule 1, Part 2 (c) of the Act.
4. Given its scale, does not conserve areas or places (being Evandale) of historical interest, contrary to Schedule 1, Part 2 (g) of the Act.

Commission consideration

1. Section 40B(1) of the Act states:
 - (1) A person, within 14 days of receiving a notice under section 38(3) that the planning authority has decided not to prepare a draft

Tasmanian Planning Scheme - Northern Midlands

amendment of an LPS in accordance with the person's request, may request the Commission to determine whether the Commission is satisfied that the planning authority took into account, in making its decision, the matters referred to in section 38(1).

2. Section 38(1) states that a planning authority must be satisfied that a draft amendment of an LPS will meet the LPS criteria, which are listed under section 34(2) of the Act.
3. The role of the Commission under section 40B(1) is limited. It does not require that the Commission reviews the planning merit of the planning authority's decision. Rather, it requires that the Commission is satisfied that the planning authority has properly considered the LPS criteria.
4. It is noted that the meeting agenda contained a detailed report by suitably qualified planner that provided a detailed assessment against the LPS criteria. The report concluded the amendment met the LPS criteria and was considered by the planning authority at its meeting on 15 September 2025.
5. It is clear from the planning authority reasons above, that it did consider 4 of the Part 2 Objectives in Schedule 1 of the Act, which are Objectives of the Planning Processes Established by the Act. However, there is no information available to indicate that it considered the merit of the detailed information provided by the applicant. Further there are no reasons why the position adopted by the planning authority has been preferred to the position advanced by the applicant.

Consideration of other LPS Criteria

6. A detailed response to outline how the planning authority considered the remaining LPS criteria was not provided.
7. For example, there is no consideration of the Schedule 1 Part 1(d) objective to facilitate economic development in accordance with the three proceeding objectives in Part 1. There is no consideration of the Schedule 1 Part 2 Objective to promote the health and wellbeing of all Tasmanians by ensuring a pleasant, efficient and safe environment for working, living and recreation. These considerations are also relevant to LPS criterion s34(2)(c).
8. Similarly, there is no consideration of LPS criterion s34(2)(d) which relates to consistency with each State Policy, the Protection of Agricultural Land Policy, being a relevant State Policy.
9. On the information available it is not possible to conclude that the planning authority gave comprehensive consideration to the request in light of the information presented, and took into account all the matters referred to in section 38(1). None of the remarks given by the councillors at the Council meeting clarify same.
10. The Commission accepts that assessment against the LPS Criteria, and indeed within some of the individual criteria (such as the RMPS objectives) may lead to potentially competing outcomes. The challenge for the decision-making process is to ensure that all matters related to relevant LPS criteria are taken into

Tasmanian Planning Scheme - Northern Midlands

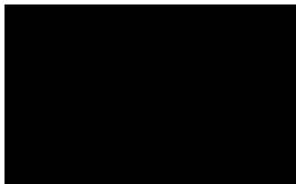
account, to reconcile any competing outcomes where possible, and provide reasons for a decision having regard to all the information presented.

Decision

11. After reviewing the documents provided by the planning authority, I am satisfied the planning authority was provided enough information to determine whether the requested amendment met the LPS criteria. I also consider it clear that the planning authority did not give comprehensive consideration to the LPS criteria as required by section 38(1).

Direction

12. In accordance with section 40B(4)(a) of the Act, the Commission directs the planning authority to reconsider whether to prepare a draft amendment in relation to a request made on behalf of Trader's In Purple, considered by the planning authority on 15 September 2025.



John Ramsay
Executive Commissioner



TIF STEERING COMMITTEE PAPER
Paper No. 9

TRANSLink Intermodal Facility Project

TRANSLink Intermodal Facility – Proposed Project Name Change

To	TRANSLink Intermodal Facility Steering Committee
From	Director Major Projects
Date	7 November 2025
Date Decision Required	21 November 2025
Proposed Resolution	Decision

Recommendation:

That the Steering Committee:

1. Approve the decision as sought herein this Steering Committee Paper

Introduction

The Northern Tasmania Development Corporation (NTDC) in partnership with Northern Midlands Council (NMC) as the delivery agency, is currently investigating the potential for a new intermodal freight facility in Northern Tasmania that seeks to improve the efficiency, reliability and integration of freight movement across the region. The facility is intended to operate as a 24/7 freight hub, enabling the seamless transfer of goods between road, air and rail networks. Following the grant of \$5.0 million by the Australian Government, a Project Team has been established to deliver a business case for the new intermodal facility. This Business Case is seeking to assess the feasibility and the strategic merit of a new intermodal freight facility in the Northern Tasmanian Region. It provides a structured framework to guide future investment decisions and ensure alignment with regional and state priorities.

Business case process

The business case is being developed to align and deliver on Infrastructure Australia (IA)'s and Infrastructure Tasmania (ITas)'s business case requirements and best practice with a focus on clear evidence base, transparency and embedding lessons learnt throughout. The business case is being progressed through three key stages broadly seeking to answer the following broad key requirements:

TIF Steering Committee Paper No 8

- Stage 1: Strategic assessment – Is there a clear need and justification with sufficient evidence for addressing the problems and has the business case explored a spectrum of interventions?
- Stage 2: Options analysis – What options and interventions have been considered? How do these options compare relative to the status quo in addressing the problem? What evidence base supports the rationale for the shortlisted options? How have we demonstrated that a range of alternatives have been considered, and a structured decision-making process has been undertaken supported by quantitative and qualitative analysis?
- Stage 3: Detailed business case – What is the preferred scope recommended in the business case and what evidence exists to demonstrate the rationale for selecting the preferred scope? Has the business case sufficiently demonstrated that there is readiness for delivery of the preferred scope including funding pathways, commercial and market risk appetite and a clear implementation pathway?

Cushman & Wakefield (C&W) has developed a business case checklist and framework that highlights how at each stage these requirements and decisions will be demonstrated through the business case development process.

Investment Logic Mapping process and Project's vision

In October 2025 C&W facilitated a problem definition workshop with key stakeholders and user groups including City of Launceston, Northern Midlands Council, TasRail, TasPorts, Infrastructure Tasmania, Office of Coordinator General, Department of State Growth and Infrastructure Australia. This workshop tested the broad issues and themes to address in line with the current strategic context and narrative.

A key outcome of the workshop included the agreement across the stakeholder groups that the Project vision encompasses the Northern Tasmania Region and its community as a whole and the Project ultimately is seeking to “Connect industry to opportunity through evolving Northern Tasmania’s Freight Future for a thriving community”.

Alignment of Project's vision and business case requirements to current Project's naming

The current naming of the Project as TRANSLink Intermodal Facility (TIF) does not align to the agreed Project vision or satisfy the business case and assurance requirements for IA and ITas. Specifically, the current naming convention creates issues in the following areas:

- The business case and assurance requirements require the Project to demonstrate that there were no pre-determined site and outcomes and that the Project has considered all viable options and site locations for the Northern Region new intermodal facility.
- The TIF Project naming is unable to fully capture the remit that the intermodal facility is for the Northern Region’s community benefits including businesses not located within the existing TRANSLink Precinct.

The name change has the following benefits:

- A more general and broad naming in the business case allows the Project to narrow down

to the preferred scope, location and site requirements through a clear step process across the three stages.

- The business case can recommend that the ultimate new terminal and precinct can be branded in consultation with industry and community to further get buy in from community and industry stakeholders.
- A broader naming also demonstrates that open access and transparency has been embedded throughout further reinforcing that this is a State and Federal Government priority initiative.

Decision

The Director Major Projects requests Steering Committee approval to rename the Business Case and Project to 'Northern Tasmania Intermodal Freight Terminal' for the purpose of the Business Case requirements.

Attachments

1. **Investment Logic Map draft**

Northern Tasmania Development Corporation LTD

Quarterly Report

QUARTER ONE | JUL - SEP 2025



FINDING TRUE NORTH

Navigating a sustainable future in Tasmania's North





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ACKNOWLEDGEMENT OF COUNTRY

Northern Tasmania Development Corporation acknowledges the palawa community of Northern lutruwita/Tasmania, the custodians of our country. We pay our respects to their elders, past, present and emerging.

This report has been prepared by NTDC.
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FINDING TRUE NORTH

Navigating a sustainable future in Northern Tasmania



OUR VISION

Northern Tasmania is where people, ideas, businesses and industry thrive and grow

OUR PURPOSE

We grow Northern Tasmania by:

- Leading regional collaboration
- Achieving regional outcomes and strategic goals
- Advocating for Northern Tasmania
- Implementing our Regional Economic Development Strategy (REDS)
- Championing regional leadership and local governance
- Creating an enabling environment for communities and industry development
- Understanding that our community benefits from sustainable regional development

OUR VALUES



Connected



Clear



Creative



Curious

OUR STRATEGIC GOALS

Regional Development

Guide regional development in Northern Tasmania by implementing and actioning the Regional Economic Development Strategy (REDS).

Regional Collaboration

Work together to agree on and achieve regional outcomes and advocate for and advance regional priorities, strategies and policies.

Organisational Strength

Develop a robust organisation with a sustainable financial position, a nurtured team, and value for members, industry and community.

KEY PERFORMANCE INDICATORS

Strategic Leadership
100% Support

Project Management
≥ 95% OTAB

Engaged Membership
≥ 100% Retention

Project Delivery
≥ 12 Projects

Organisational Culture
≥ 95% Support

Continually Improve
≥ 80% Satisfaction

Enhanced Reputation
≥ 85% Positive

Diversified Revenue
> 50% Non-council

Introduction

It's been another busy quarter for NTDC as we stepped into the financial year with gusto. As the state election settled us into another minority government, we have all been steeling ourselves for frugal times as warnings of a tight budget is foreshadowed across the state. Working collectively, the North has been able to provide a unified voice on what is most important to us, and as such we are as well placed as we can be to secure investment for the region.

Recognising that efficiency and efficacy are the order of the day, many of our projects have been laying the groundwork for solid infrastructure development. The population program has been shared with agencies and finalised, focusing on the major priorities of care provision for the old and young, attracting and keeping migrants and retaining our young people. The Regional Land Use Strategy has moved forward, finalising the regional strategic directions and initiating the infrastructure audit.

In the Gastronomy space, the delivery of AgriCULTURED was a resounding success – yet another exceptional event for the North delivered. This was supported by the launch of the Great2Go pilot program, building on our innovative roots and reinforcing the region's suitability to pilot the delivery of excellent programs. Congratulations to the delivery team and many thanks to the Gastronomy subcommittee and chair Paul Seaman for your commitment to harnessing the power of our UNESCO listing for the region.

The TRANSLink Intermodal Facility Project is steaming ahead with excellent engagement from stakeholders, led by our Manager of Major Projects, Jade Kaye. With the Business Case consultants procured, the project initiated and the advisory group formed and workshoping, the project is shaping up to be an exemplar of the type of project management NTDC can deliver with the right resources. We look forward to exploring further what the opportunities might be for the agency to better serve the region with this type of expertise in project management and coordination.

As always, thanks to our CEO Chris Griffin and the team as they continue to deliver our projects on time and on budget, managing many competing priorities and working hard to deliver results for the region.



A handwritten signature in blue ink that reads "Allison Anderson".

Dr Allison Anderson
Chair

Annual Workplan Update

	PROJECT	PROGRESS	STATUS
Regional Development	- Population Program - NTRLUS review - TRANSLink Intermodal Facility	- Local and State government agencies consulted, final draft Population Program 2025 completed - Regional Strategic Directions finalised - Infrastructure Audit initiated - NTRLUS steering committee and RPG meetings held - Business Case procurement completed - Business Case phase initiated - Steering Committee & Project Team meetings - Advisory group workshop #2 - risk, environment and planning workflows continued - Major Projects Conference - speaking opportunity	On time On time On time
Regional Collaboration	- Gastronomy Northern Tas - Regional Collaboration Forums - Regional Advocacy	- agriCULTURED event held 1-3 August - Great2 Go pilot program launched - ACCN Conference 2026 hosting secured - Tamar Leaders Lunch - 30 July & September - State Election media event 11 July	On time On time On time
Organisation Strength	- NTDC Annual Planning - Member Representation - Audit, Finance & Risk - NTDC Communications	- External Audit completed - Council CEOs/GMs meeting 11 July, 22 August - AFR meetings held - 18 August - External Audit completed - Website build commenced	On time On time On time On time On time
Next Quarter New Goals	- Regional Future Vision - NTDC Website renewal - Population Program - NTRLUS Review - TransLink Intermodal - MRG AGM meetings - Member funding agreement renewal - Gastronomy Northern Tas	- Scope process with LGA members - Launch new website (Dec) - Release finalised program - Infrastructure Audit concludes - Community engagement commences - Business Case, masterplan continuance - To be held on 6 Nov - Agree terms of 2026-2029 funding agreement with LGAs - agriCULTURED 2026 funding secured	

REGIONAL DEVELOPMENT

*Guide regional
economic development
in Northern Tasmania*

Regional Land Use Strategy Review

Combined with the State of Play work completed in quarter 1, the drafted Regional Strategic Directions completed across quarter 2 will guide the renewed regional land use strategy for the region.

This quarter also saw the NTRLUS Review Steering Committee provide leadership group aligned to a broader Statewide governance structure tasked with the delivery of a draft NTRLUS.

NTDC also initiated Phase 2 of the review, an infrastructure audit of the region. 60 Degree Pty was contracted to undertake this thorough analysis of enabling regional infrastructure. Following this phase, the drafting of NTRLUS will commence in the last quarter of 2025.



Northern Population Program 2025

A final draft of the Northern Tasmania Population Program has been completed, following consultation with funding member councils and State government agencies.

Four prescribed strategic priority areas include:

- Retention of international migrants
- The geographical distribution of structural ageing
- Infrastructure and service provision for young families
- The impacts of population churn

Consultation with members identified key areas of focus by municipality and where shared priorities across councils could be combined into regional initiatives. Accompanying these areas will be regional action to; attract and retain new Tasmanian's to the region; advocacy for expanded child and aged care facilities; future workforce demand trend modelling; and facilitating a northern council population network.



State Election Campaign Advocacy

NTDC's advocacy program for the 2025 state election has focused on the following key activity, much of this during July:

- Collaboration with funding members and industry associations
- Published prospectus for both Bass & Lyons (North) electorates
- Letters to State MPs seeking a regional strategic partnership
- Local news media events with funding members
- Newspaper and radio interviews

Tamar Leaders Lunch Series

two Tamar Leaders Lunches were Cohosting between Launceston Chamber of Commerce and NTDC. with over 50 regional leaders joining us.

July - kanamaluka/ Tamar Estuary, River Health Action Plan

speakers: Pam Allen, Louise Foster and Andrew Truscott

October - Health & Inclusion

Speakers - John Kirwan, Donna Bain, Dr Prashanth Reddy



Tamar Tourism Roundtable

Facilitated by Tourism Tasmania, NTDC joined Visit Northern Tasmania, West Tamar and George Town Councils and key industry partners to explore the future of tourism in our valley.

As council and industry leaders for the region, this roundtable provided the opportunity for us all to share our vision, challenges and opportunities and for a group of expert external observers to share what they had experienced during a field trip, test ideas and share insights.

REGIONAL COLLABORATION

*Work together to
achieve regional
outcomes and advance
regional priorities,
strategies and policies.*



MEETINGS AND COLLABORATIONS

*Advocate for our region
with key influencers
whilst gaining
knowledge and sharing
insights with shapers of
our future prosperity*

Meetings

Chris and Alli meet with a range of key influencers this quarter including the following meetings:

- TasPorts re Inspection Head
- Council meetings for Population program
- Cradle Coast Authority - regional alignment
- launceston Airport
- RDA Tasmania Board
- Events Tasmania
- Hospitality Tasmania - gastronomy
- City of Hobart - joint hosting of ACCN conference
- Brand Tasmania - population program partnership
- Dept State Growth - population program
- Infrastructure Tasmania - major projects
- Office of Coordinator General - major projects
- Minister of Infrastructure, Local Government & Planning
- Basslink Reference Group



Events and Forums

This quarter was full of events and forums allowing us to share knowledge on our key priorities as well as hear from experts on areas of importance to our region:

- State Election Regional Priorities media event
- Great 2 Go Pilot program media launch
- agriCULTURED events
- Tamar Valley Tourism Roundtable
- Tasmanian Major Projects Conference - speaking opportunity
- Tamar Valley Leaders Lunch - 30 July
- Tamar Valley Leaders Lunch - 8 October

agriCULTURED 31 July – 3 August

As custodians of this Tasmanian Festival of Gastronomy, NTDC couldn't be more proud of the team delivering this year's event.

Talks, tastings, workshops, gatherings, curated dinners, shared knowledge, unexpected encounters: agriCULTURED brings together people working with land, food and culture, asking big questions, and sharing real stories.



Great 2 Go

NTDC was able to secure grant funding from Circular North and the Tasmanian Waste & Resource Reuse Board to fund a food waste pilot, aimed at reinventing the 'doggy bag' into an initiative to promote the need to reduce 'plate left over' waste from our restaurants and cafes. Featuring a fully compostable container and information for safe consumption of food within, the pilot will occur across the 2025/26 summer period.

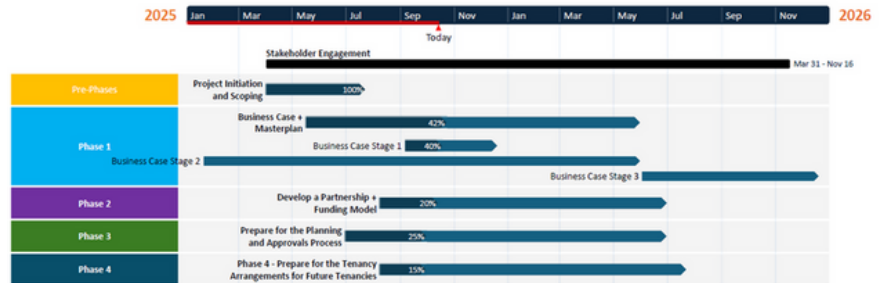


GASTRONOMY NORTHERN TASMANIA

*Connecting the threads
of food, farming,
culture, creativity and
community to shape a
food future that is
equitable, sustainable
and uniquely
Tasmanian.*

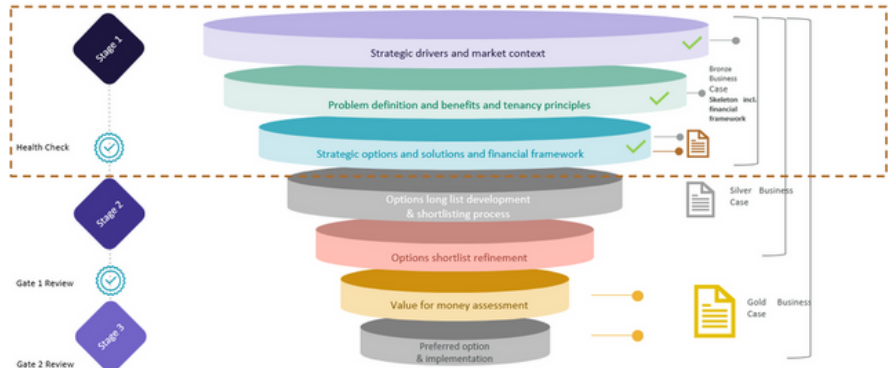
TRANSLINK INTERMODAL FACILITY

Progress Against Project Timeline



Business Case: An open tender process resulted in awarding the project to Cushman Wakefield. The business case kicked off formally in September achieving a significant milestone for the project. The business case template and checklist was developed in September, which was presented to Infrastructure Australia, TIF Project Team and TIF Steering Committee.

Stage 3 completion of the business case is now revised to 18 December 2026 compared to previous program of February 2026. The revised program is informed by Infrastructure Australia Assessment Framework, Treasury (SIIRP) and the appointment of the business case consultant.



Risk: Through the facilitation of workshops, over 100 new risks have been identified which will be scored and ranked as part of the probabilistic risk model.

Environmental: An approval pathway matrix is being developed in collaboration with the Strategic Planner which will establish a multi criteria assessment tool for identification of site options.

Planning Approvals: Planning approval options have been identified with assessments now commencing which adopt the objective criteria of the multi criteria assessment tool.

Stakeholder and Community Engagement: Stakeholder and community engagement on the project continues, with the second Advisory Group meeting was held in late September 2025 at Evandale.

NTDC's Major Project Management of the planning for a northern logistics precinct near Launceston Airport



NTDC New Head Quarters!

After working remotely for the month of August, the NTDC team settled into its new home:

Level 1 175-177 Charles Street (upstairs from RB Sellers)

This new space gives NTDC the professional facilities we need to meet our member and partner expectations, and provides for a great shared space for those visiting to 'hot desk' while they work with us.

All visitors welcome!



Farewell Kamal Pokhrel

With a heart full of regret and joy, we said farewell to Kamal from the NTDC tribe. Kamal has been with us since early 2023 and has provided unwavering support and commitment to the NTDC team and Board.

On behalf of NTDC, we want to express our sincere thanks to Kamal for his time with us, supporting many projects, events, forums and initiatives. His commitment to collaborating to grow prosperity in our region has been evident to everyone who has spent time with him.



ORGANISATIONAL STRENGTH

Develop a robust organisation that achieves a sustainable financial position, values and develops our team, and creates value for our members, industry and community.



CONTACT US

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PLANNING APPLICATION

FOR BUILDINGS, WORKS AND CHANGE OF USE
(E.g. Residential houses, sheds, carports, retaining walls, visitor accommodation, commercial development, signage etc.)

Office Use Only:

Exhibited

The Proposal

Description of proposal: Multiple Assisted Living Dwellings

Driveway construction material:

The Land

Site address: 63 Catherine St, Longford

Title reference: C/T: 18902/22

Existing buildings on site:

Existing use of site:

**Applicant justification of any variation/discretion to the
*Tasmanian Planning Scheme – Northern Midlands***



FOLIO PLAN

RECORDER OF TITLES

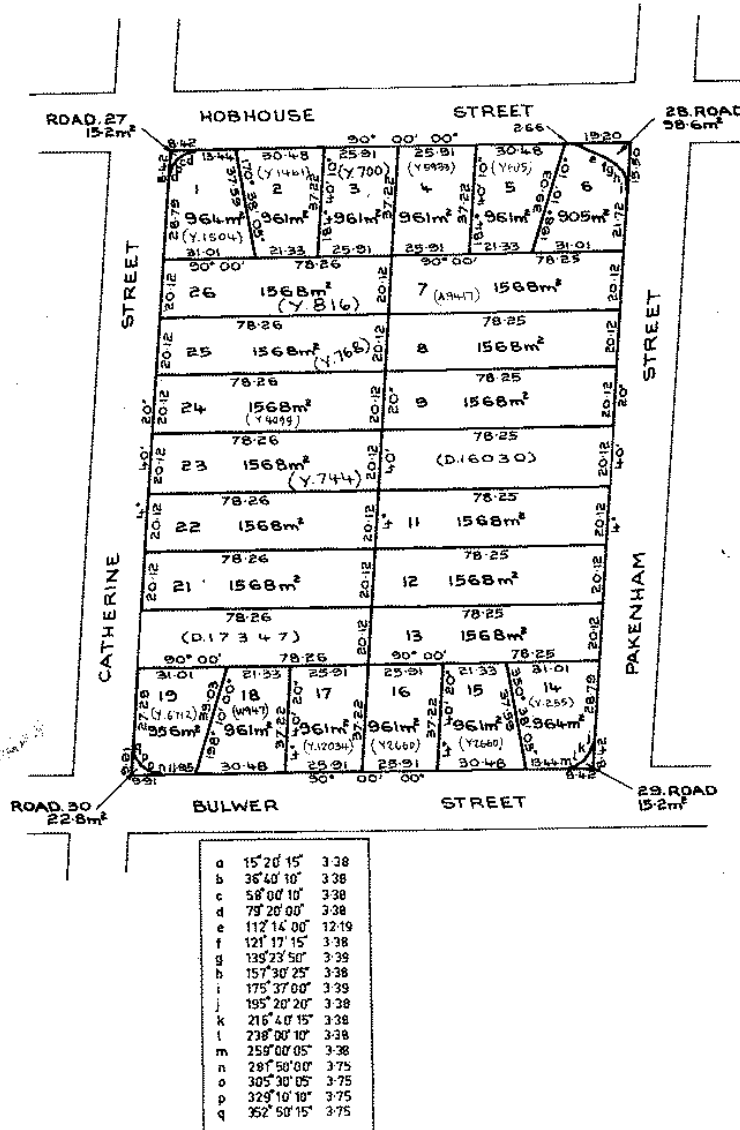
Issued Pursuant to the Land Titles Act 1980

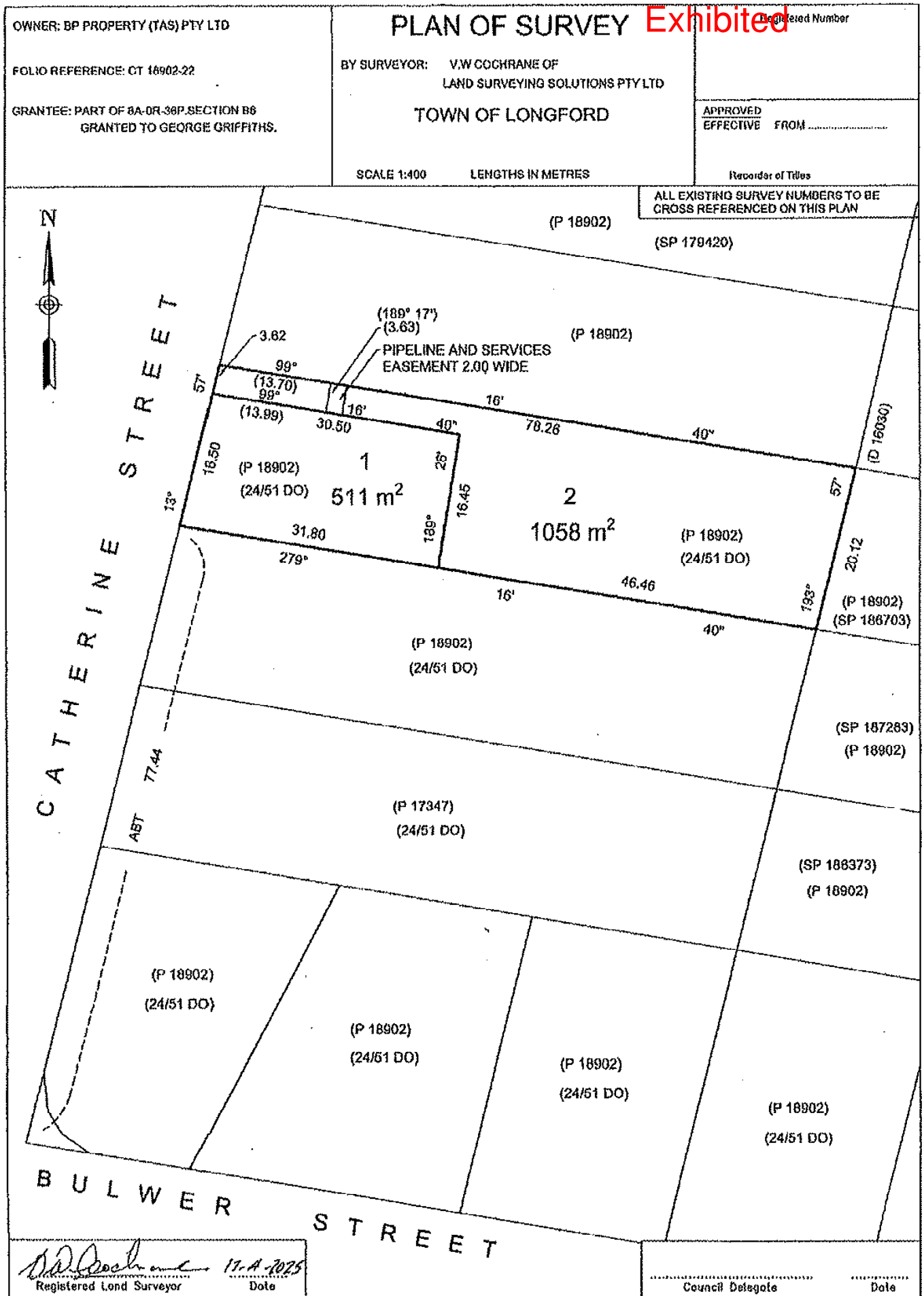
Exhibited



Owner: L.T. ACT. 1980	PLAN OF SURVEY by Surveyor of land situated in the TOWN OF LONGFORD SEC. B6.	Registered Number: P.18902 Approved: 17 SEP 1982 ACTING DEPUTY Recorder of Titles
Title Reference: Y.255		
Grantee: PART OF 8-0-26 SEC.B6 GEORGE GRIFFITHS.	Scale 1:120 Measurements in Metres	

P18902
TWN. LONGFORD
SEC. B6.
MEAS. IN METRES







RECEIVED
21/8/25

Exhibited

Apogee (Tas) Pty Ltd
A | 92 Elizabeth Street
Launceston Tas 7250
E | info@apogeedesigns.com.au
ABN | 40 624 215 041

Date: 21/8/2025

Brandie Stickland
Statutory Planner
13 Smith Street Longford,
Tasmania 7301
E: planning@nmc.tas.gov.au
P: (03) 6397 7303

**RE: Additional Information Required for Planning Application PLN-25-0100
Multiple Dwellings x 3 (Longford SAP) at 63 Catherine Street, Longford**

Dear Brandie,

Please refer to the below response to Additional Information Required for Planning Application PLN-25-0100 Multiple Dwellings x 3 (Longford SAP) at 63 Catherine Street, Longford, dated 17/06/2025, with reference to Tasmanian Planning Scheme, *Land Use Planning and Approvals Act 1993*.

1. Revise the title boundaries shown on the site plans as these don't reflect the folio plan. If the title boundaries shown are meant as future strata boundaries, please clarify this on the plans.

Response: Refer attached Plan of Survey undergoing planning and Land titles process

2. Alternatively, if these are meant as future boundaries (subdivision) please amend the application (forms and description on plans) to propose subdivision and development.

Response: Revised, Refer amended plans

3. Review dimensions shown on drawing A03 for boundary lengths and setbacks and amend as required. When scaled, the dimension of title boundary shown at 54.4m should be 46.46 as shown on A02-DA03.

Response: Refer amended plans

4. Revise the setbacks dimensions on A03-DA03. For instance, the southern side boundary setback measurement shown is not in line with the building line shown.

Response: Revised, Refer amended plans

5. Provide written justification of clause 8.4.2 P3 for the variation of the building envelope.

Response: Compliant with sites within context of the proposed works. Precedent sites
72 PAKENHAM ST LONGFORD
12 TALBOT ST LONGFORD
Strata 166622, 15 LEWIS ST LONGFORD
Units @ 172 WELLINGTON ST LONGFORD
Strata 150948, 57 PAKENHAM ST LONGFORD
Strata 150947, 92 MARLBOROUGH STREET, LONGFORD
Strata 175282, 17 MALCOMBE STREET, LONGFORD
Strata 176257, 15 LAYCOCK STREET, LONGFORD
Strata 180685, 121A MARLBOROUGH STREET, LONGFORD
Strata 59212, 126 MARLBOROUGH STREET, LONGFORD

Exhibited

6. Provide shadow diagrams for the proposed development so consideration can be given to any impacts (per clause 8.4.2 P3).

Response: Revised, Refer amended plans

7. Plan A03-DA03 shows "proposed" service connection for water etc. The LIST map shows that there is an existing water connection in that location and sewer connection to the north. Please review and revise this comment on the plan to clarify what works are proposed.

Response: Refer attached Plan of Survey

8. Show proposed landscaping for the existing dwelling in line with Councils policy (Landscaping Requirements for Development Proposals) .

Response: Existing Dwelling and title is not applicable to current application

9. Show the bin storage location for the existing dwelling in line with clause 8.4.8. Where the acceptable solution cannot be met, please address the performance criteria.

Response: Revised, Refer amended plans

10. Show turning templates for vehicles entering garages and turning within site so forward entry/exit is achievable in line with clause C2.6.2. Where the acceptable solution cannot be met, please address the performance criteria.

Response: Revised, Refer amended plans

11. Provide written justification of NOR-S6.7.1 P1 for the proposed site area per dwelling of less than 400m².

Response: Proposed allocated site areas are in alignment with existing developments throughout the Longford area.

12. Review all window locations on the elevation plans. Within the Longford Specific Area Plan all windows must be 300mm below eaves. The acceptable solution of NOR-S6.7.4 A1 must be met as there is no corresponding performance criteria.

Response: All windows are 300mm below eaves, no clarification needed. Refer elevations

13. Provide driveway material details so assessment can be made against C2.6.1. For future reference, there is a section for this information on the application form.

Response: Refer amended Site plan

14. Show all parking, access ways, manoeuvring and circulation spaces associated with the existing dwelling so assessment can be made against clauses C2.6.1, C2.6.2 and C2.6.3. Where the acceptable solution of a clause cannot be met, please address the corresponding performance criteria.

Response: Revised, Refer amended plans

15. Show the (1) required visitor parking space for *all units* as required by clause C2.5.1. Where compliance with the acceptable solution cannot be shown, please address the corresponding performance criteria.

Response: The parking bay is show, refer Site plan

Exhibited

16. Show the required second parking bay for dwelling 1 as required by clause C2.5.1. Where compliance with the acceptable solution cannot be shown, please address the corresponding performance criteria.

Response: Revised, Refer amended plans

17. Demonstrate compliance with Councils Stormwater Quality Management Policy by amending the plans to show design elements within the site, or nominate to pay the financial contribution per dwelling in line with Councils Fees and Charges.

Response: Client has paid the allocated contribution per dwelling.

We trust the above response addresses your requests. If you require further information, please direct your further queries to the applicant.

Your sincerely,



Simon Chappell
Apogee (Tas) Pty Ltd
Distribution: Client (1), File QA (1).



A | Level 2, 93 York St
Launceston | Tas 7250
P | PO Box 7668 | Launceston | Tas 7250
E | info@apogeedesign.com.au

Exhibited TRANSMITTAL

Date: 10-Sep-25

Project Name | Proposed Multiple Assisted Living Dwellings
Project Number | 2426

Please advise if documents are not received as per this advice

Drawing No.	Layout Name	Stage	Revision	Status	Issued Date
Issue for DA					
	Transmittal Document	DA	03	Transmitted	09-Sep-25 11:17 AM
A01	Plan: Location	DA	07	Transmitted	09-Sep-25 11:17 AM
A02	Plan: Ex. Site	DA	07	Transmitted	09-Sep-25 11:17 AM
A03	Plan: Site	DA	07	Transmitted	09-Sep-25 11:17 AM
A04	Plan: Ground Floor Dwelling 1	DA	06	Transmitted	09-Sep-25 11:17 AM
A05	Plan: Ground Floor Dwelling 2/3	DA	06	Transmitted	09-Sep-25 11:17 AM
A06	Plan: Dwelling 1 Roof	DA	05	Transmitted	09-Sep-25 11:17 AM
A07	Plan: Dwelling 2/3 Roof	DA	05	Transmitted	09-Sep-25 11:17 AM
A08	Site Elevation	DA	06	Transmitted	09-Sep-25 11:17 AM
A09	Elevations Dwelling 1	DA	05	Transmitted	09-Sep-25 11:17 AM
A10	Elevations Dwelling 1	DA	05	Transmitted	09-Sep-25 11:17 AM
A11	Elevation: Dwellings 2 & 3	DA	05	Transmitted	09-Sep-25 11:17 AM
A12	Elevation: Dwellings 2 & 3	DA	05	Transmitted	09-Sep-25 11:17 AM
A13	Shadow diagrams	DA	03	Transmitted	09-Sep-25 11:17 AM
A14	Shadow diagrams	DA	03	Transmitted	09-Sep-25 11:17 AM

Transmittal Document-DA03

Proposed Multiple Assisted Living Dwellings

63 Catherine St Longford Tas 7301

Client: BP Property (Tas) Pty Ltd

Exhibited

Project details

Council	Northern Midlands Council
Zone	8. General Residential
Planning Overlay	NOR-S8-0 - Specific Area Plan
PID	6730071
Title File	169250
Title Volume	2
Building Classification	Sealed Plan SP 189250
Climate Zone	7
Design Wind Speed	TBA
Soil Class	TBA
BAL Rating	N/A
Energy Rating	6 Star min
Corrosive Environment	Low
Alpine	N/A
Other	N/A

Based solely on the influence of the weather, in accordance with AS/NZS 4576:2012, the building is classified as a Low Corrosive Environment (Figure 3.7.2.2)

Area Schedule

Name	Area m ²
Site Area	105.53m ²
Total Building Area	428.02m ²
Dwelling 1	177.50m ²
Dwelling 2	125.26m ²
Dwelling 3	125.26m ²

Architectural

A01	Plan: Location
A02	Plan: EX: Site
A03	Plan: Site
A04	Plan: Ground Floor Dwelling 1
A05	Plan: Ground Floor Dwelling 2/3
A06	Plan: Dwelling 1 Roof
A07	Plan: Dwelling 2/3 Roof
A08	Elevation: Site
A09	Elevations: Dwelling 1
A10	Elevation: Dwellings 2 & 3
A11	Elevation: Dwellings 2 & 3
A12	Shadow diagrams
A13	Shadow diagrams
A14	Shadow diagrams



Plan: Location

1:2000

1

These drawings do not constitute all of the instructions required to complete the project and must be read in conjunction with the consultant's drawings, specifications and written instructions, which may at any time supplement, amend or supersede these drawings. It is the responsibility of the contractor to coordinate drawings and ensure that the subcontractors are provided with relevant documents. These drawings are to be used for the purpose of providing a visual representation of the proposed works and are not to be used for any other purpose. The contractor is responsible for ensuring that all dimensions and quantities are correct and for providing a complete set of tender documents to all subcontractors and suppliers during the tender process. Claims for variations during the contract period submitted on the basis that such subcontractors and suppliers were unaware of certain works will be rejected.



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Project Name

Proposed Multiple Assisted Living Dwellings

Project Address | 63 Catherine St

Project No. | 2026

Client | BP Property (Tas) Pty Ltd

Property ID | 6730071

Title Reference | 189250/2

Designer | Simon Chappell

License No. | CC6417

Drawn | SC

Status | ID

Print date | Wednesday, September 10, 2025

Original file | A01-DA07

Drawing N/Sig/Revision





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1. All building works to comply with National Construction Codes - Building & Planning, and the relevant Australian Standards, Building Acts & Regulations and Council bylaws. Refer to architectural drawings for notes.

2. All drawings shall be read in conjunction with the engineering drawings and specifications.

3. The Building Contractor shall be responsible for the correct set-out of all works, prior to and during the works, and accuracy on the drawings are indicated.

4. Building Contractor to check drawings for coordination between structure, fabric, fixtures and fittings.

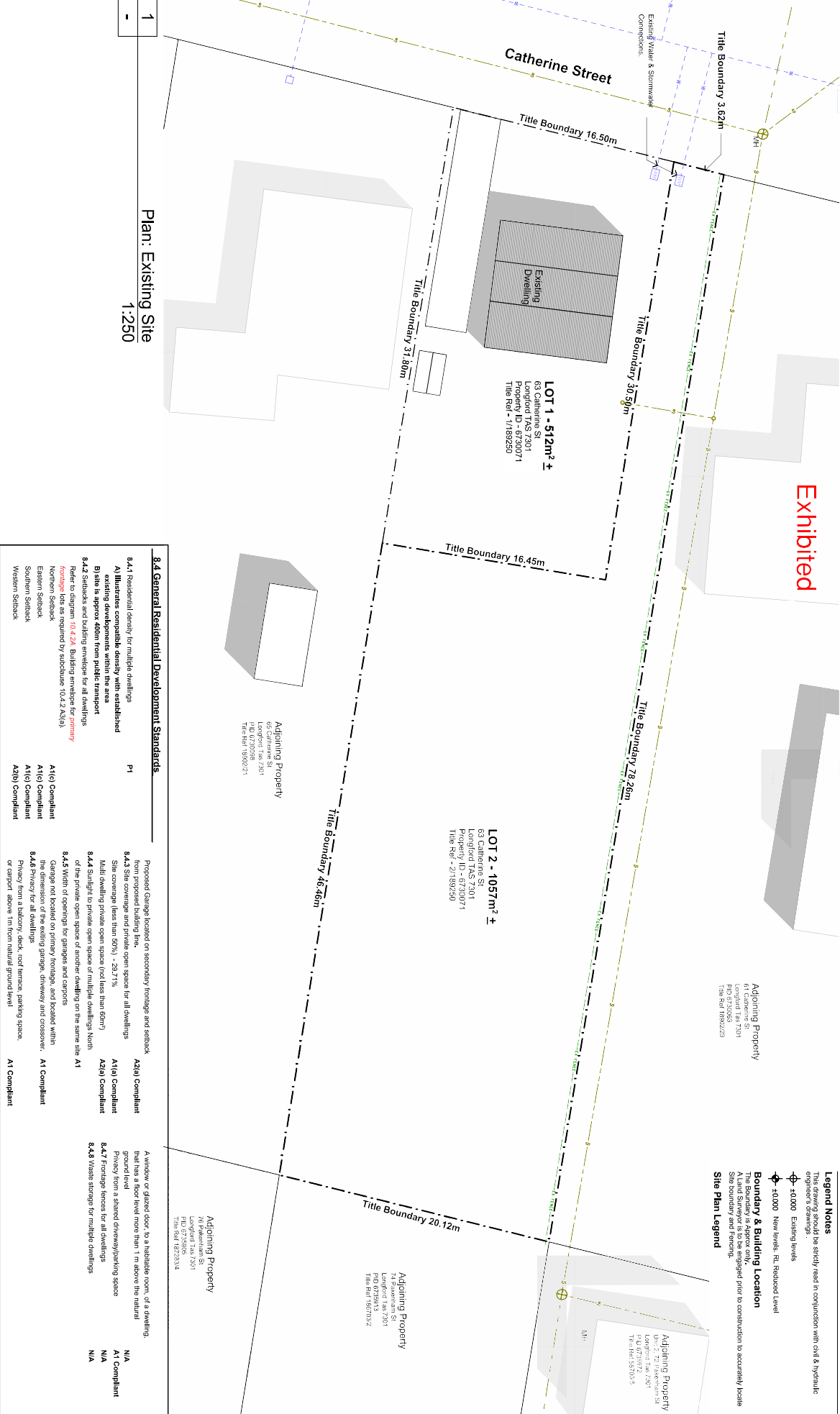
5. A third surveyor is recommended for all set-out.

The designer is to be notified of any discrepancies with the drawings.

Stage	Rev	Description	Date
DA	01	DA Issue	10-Feb-25
DA	02	DA Issue	13-Feb-25
DA	03	DA Issue	23-Mar-25
DA	04	Issue in response to R1	21-May-25
DA	05	Issue for consultant information	28-May-25
DA	06	Issue for consultant information	04-Sep-25
DA	07	Issue to DA	09-Sep-25

Project Name	
Proposed Multiple Assisted Living Dwellings	
Project No.	2426
Client	63 Catherine St Launceston Tas 7301
Address	BP Property (Tas) Pty Ltd
Property ID	6730071
Title Reference	2/189250
Designer	Simon Chappell
License No.	CC6417
SC	
Diagram	c-11b

Plan: Ex. Site	
Status	DD
Print date	Wednesday, September 10, 2025
Original size	A3
Drawing No./Stage/Revision	
A02-DA07	



Legend Notes

This drawing should be strictly read in conjunction with civil & hydraulic engineer's drawings.

±0.000 Existing level

±0.000 New level, RL Reduced Level

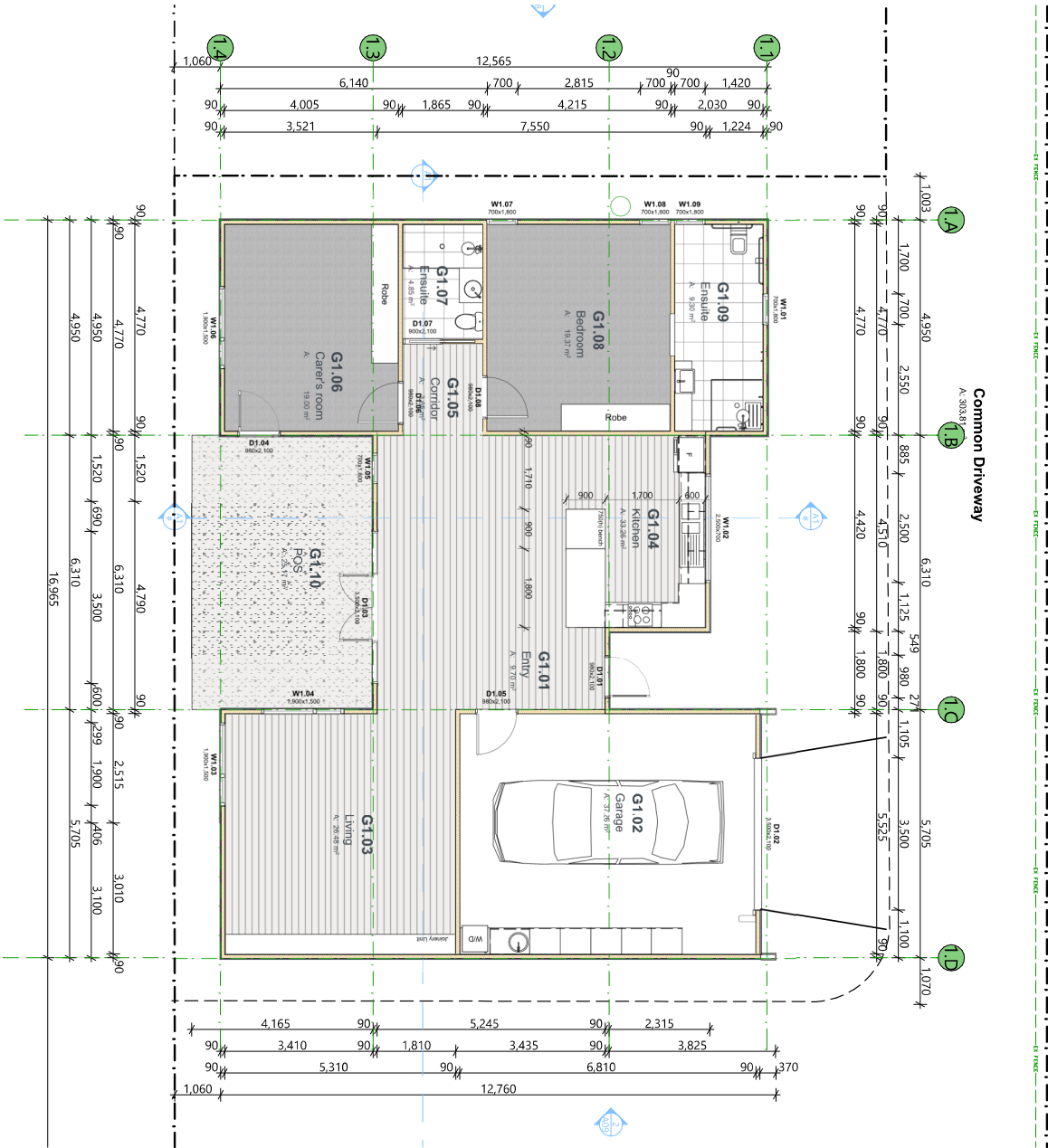
Boundary & Building Location

The Boundary is Approx only.

A third surveyor is to be engaged prior to construction to accurately locate site boundary and service.

Site Plan Legend

Exhibited



1
Plan: Ground Floor
1:100

ID
01
Change
Issued for DA



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Floor Plan Legend

The dimensions shown shall be used in conjunction with the internal elevations and finishes schedules.

±0.000 Existing levels

±0.000 New levels, RL Reduced level

Zone Building Level/Room number & Room Name

Room Name

Grid Line

Door Jig: Door Building Level/Door Number. Refer to door schedule for details.

Window Jig: Window Building Level/Window number. Refer to door schedule for details.

Wall Type Tag: Refer to details.

Downpipe

Stage	Rev	Description	Date
DA	01	DD Issue	24-May-25
DA	02	DA Issue	23-May-25
DA	03	Issue in response to RFI	21-May-25
DA	04	Issue for consultant information	20-May-25
DA	05	Issue for consultant information	04-May-25
DA	06	Issue for DA	05-May-25

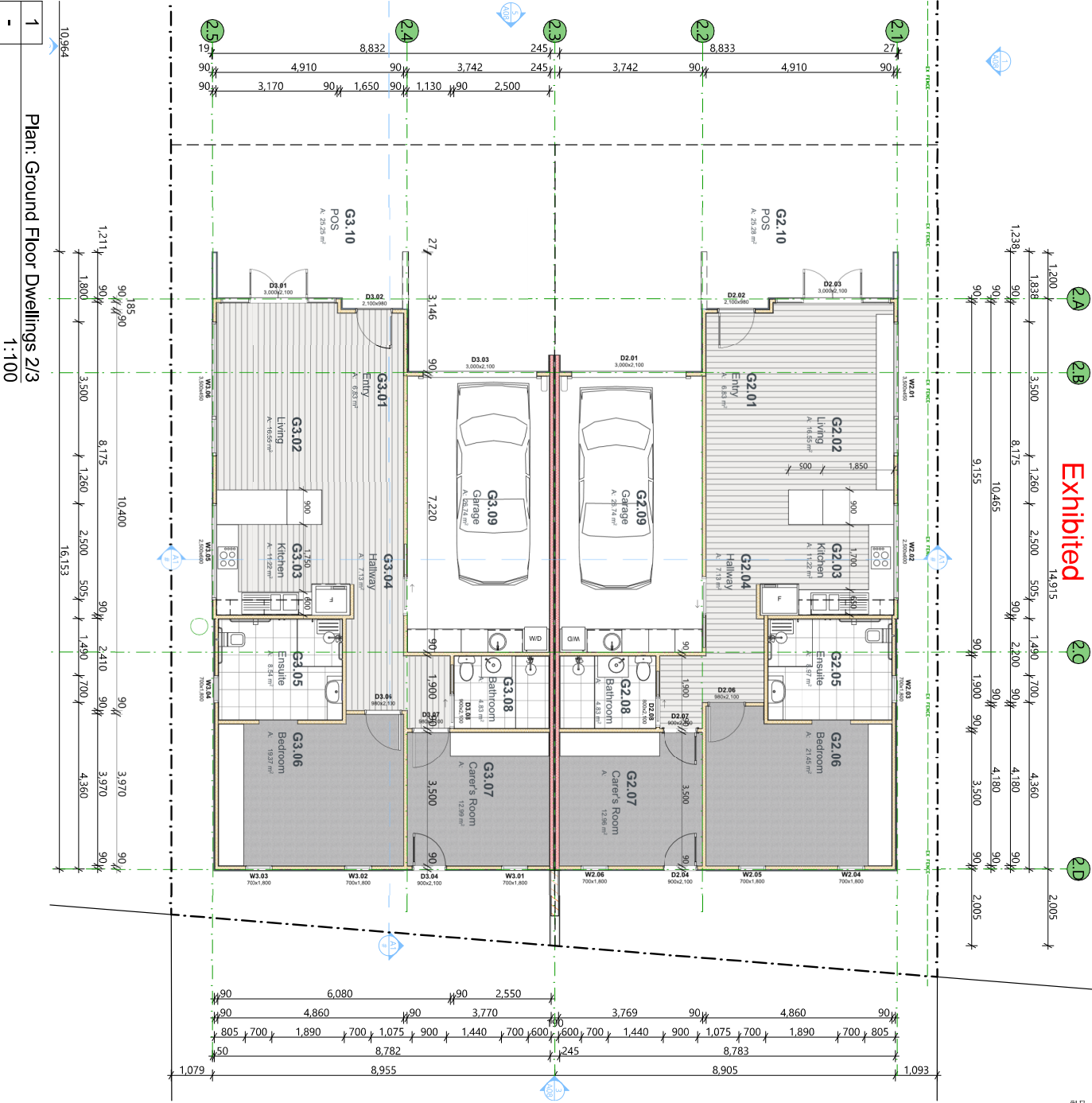
Proposed Multiple Assisted Living Dwellings

Project Address	63 Catherine St Longford, Tas 7301
Project No.	268
Client	268 Property (Tas) Pty Ltd
Project ID	6730071
Title Reference	1882502
Designer	Simon Chappell
License No.	CC6417
Drawn	SC
By	Simon Chappell

Plan: Ground Floor Dwelling 1

Status	ID
Print date	Wednesday, September 10, 2025
Signal	NCS
Drawing No/Stage/Revision	A04-DA06





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Floor Plan Legend

- 10.000 Existing levels
- 10.000 New levels, RL, Reduced level
- G.01 Zone: Building Level/Room number & Room Name
- Grid Line
- D6.01 Door Top: Door Building Level/Door Number: Refer to door schedule for details.
- W1.01 Window Top: Window Building Level/Window number: Refer to door schedule for details.
- W1.01 Wall Type Tag: Refer to details.
- DP Downpipe

Stage	Rev	Description	Date
DD	01	DD Issue	24-May-25
PA	02	PA Issue	23-May-25
DA-4	03	Issue in response to RFI	21-May-25
DA-4	04	Issue for consultant information	20-May-25
DD	05	Issue for consultant information	04-May-25
DA	06	Issue to DA	05-May-25

Project Name
Proposed Multiple Assisted Living Dwellings

Project Address
63 Catherine St
Longford, Tas 7301

Project No.
268

Client
268 Property (Tas) Pty Ltd

Client ID
6730071

Title Reference
198250/2

Designer
Simon Chappell

License No.
CC6417

Drawn
SC

Plan: Ground Floor Dwelling 2/3

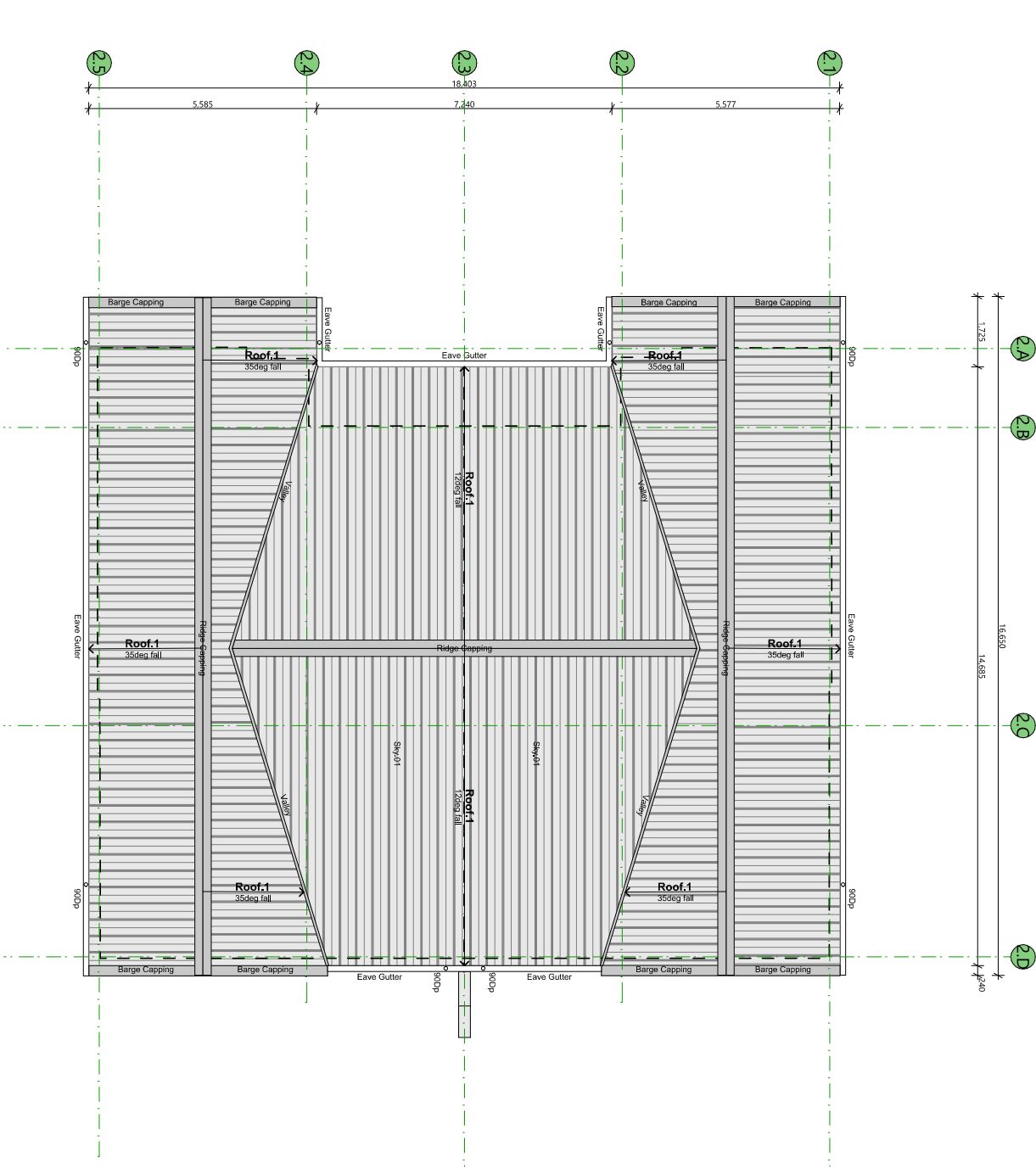
Status
DD
Print date | Wednesday, September 10, 2025
Signal | NCS
Drawing N° | Stage/Revision
A05-DA06



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Page 155

Exhibited



ID Change
00 Issued for DA



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Roof Legend

DP: Downpipe

HP: High point

Roof.1
Lysaght Treadk, 2 degrees min fall (1:30), Q48 BMT, install single sheet lengths, upturn roof trays at ridges and down turn accordance with manufacturers guidelines and specifications. Colour - Coloursport Windway



DA	01	DA Issue	23-Jul-25
DA-4	02	Issue in response to R1	21-Aug-25
DA-4	03	Issue for consultant information	26-Aug-25
DA	04	Issue for consultant information	04-Sep-25
DA	05	Issue for DA	05-Sep-25

Project Name
Proposed Multiple Assisted Living Dwellings

Project Address | 63 Catherine St
Longford, Tas 7301
Project No. | 268
Client | 268 Property (Tas) Pty Ltd
Project ID | 6730071
Title Reference | 1882502
Designer | Simon Chappell
License No. | CC6417
Drawn | SC
File | 1882502_01_Dwelling 3 - Longford - APOGEE DA 05.dwg
C:\Users\apogee\OneDrive\Documents\1882502_01_Dwelling 3 - Longford - APOGEE DA 05.dwg

Plan: Dwelling 2/3 Roof

Status | ID
Print date | Wednesday, September 10, 2025
Signal | A3
Drawing N°/Stage/Revision
A07-DA05



Elevation Legend	
A	Awning window
CL	Cladding
CL	Ceiling level
GP	Gable
F	Fixed window
EC01	External Cladding - James Hardie Easiflex, painted finish to match Dulux Lexicon quarter, flashing to match.
EC02	External Cladding - James Hardie Easiflex, painted finish to match Dulux Lexicon quarter, flashing to match.
EC03	Blockwork, 380(x)190(x)90(mm), nature finish with light grey mortar & ironed joints.
EC04	Lysaght Trimec, 0.48 BMT, install single sheet lengths and in accordance with manufacturers guidelines and specifications.
EC05	Colour - Colbond Windspray
EC06	Lysaght Trimec, 2 degrees min fall (1:30), 0.48 BMT, install single sheet lengths, upturn roof trays at ridges and down turn in accordance with manufacturers guidelines and specifications.
EC07	Colour - Colbond Windspray
EC08	Downspout, fascia, & roof to match adjoining wall colour.
EC09	Window/door Frames to match wall colour

Project Name	Proposed Multiple Assisted Living Dwellings
Project Address	63 Catherine St Longford, Tas 7301
Client	268 Property (Tas) Pty Ltd
Project ID	6736071
Title Reference	1882502
Designer	Simon Chappell
License No.	CC6417
Drawn	SC
Check	SC
Scale	1:200
Elevation: Site	

Status	DD
Print date	Wednesday, September 10, 2025
Designing N°	SC
Drawing N°	Stage/Revision
Project Name	A08-DA06

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Use figured dimensions in preference to scaled dimensions.

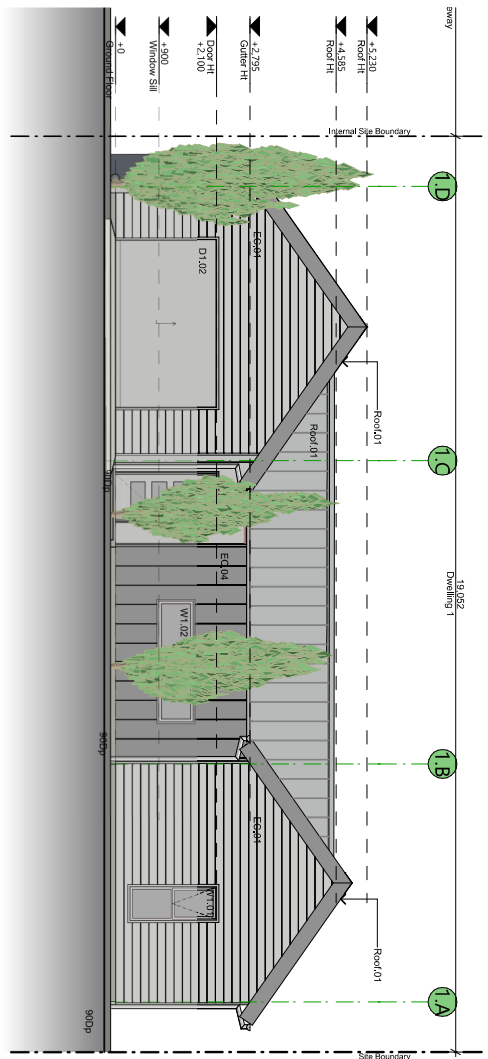
The Building Contractor shall be responsible for the correct set-out of the building on site prior to and during the works.

Locations of structural, fittings, and services on this drawing are for information only and a third surveyor is to be engaged for all set-out prior to construction.

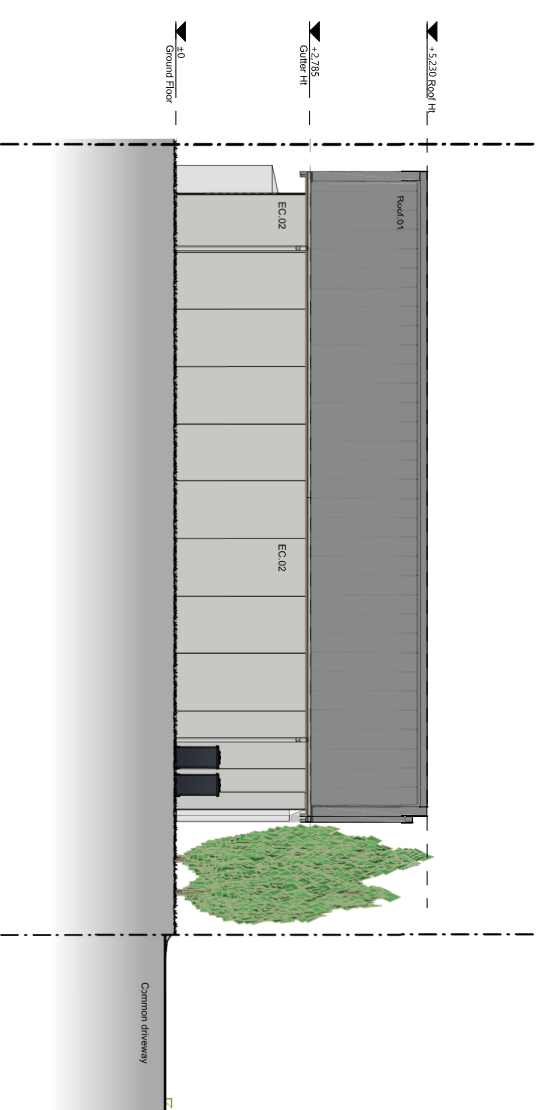
Building Contractor to check drawings for co-ordination between structure, fabric, fixtures and fittings.

The designer is to be notified of any discrepancies with the drawings.

Exhibited



1	Elevation: North
-	1:100



2	Elevation: East Dwelling 1
-	1:100

ID	Change
00	Initial fee 0.5



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All drawings shall be in conjunction with the engineering drawings.

The Specialist Contractor shall be responsible for the correct interpretation and specification of the drawings in preference to conflict dimensions.

The Building Contractor shall be responsible for the correct interpretation of all works.

Building Contractor to check dimensions and locations of all items on site prior to and during the works.

Building Contractor to ensure all services on the drawing are installed and a third survey is to be engaged for all critical prior to construction.

Building Contractor to check drawings for co-ordination between structure, plant, fixtures and fittings.

The design is to be initiated after any discrepancies with the drawings.

DA 01	DA Issue	23-May-25
DA-N 02	Issue in response to RfI	21-Aug-25
DA-N 03	Issue for consultant information	29-Aug-25
DD 04	Issue for consultant information	04-Sep-25
DA 05	Issue for DA	09-Sep-25

Stage	Rev	Description	Date
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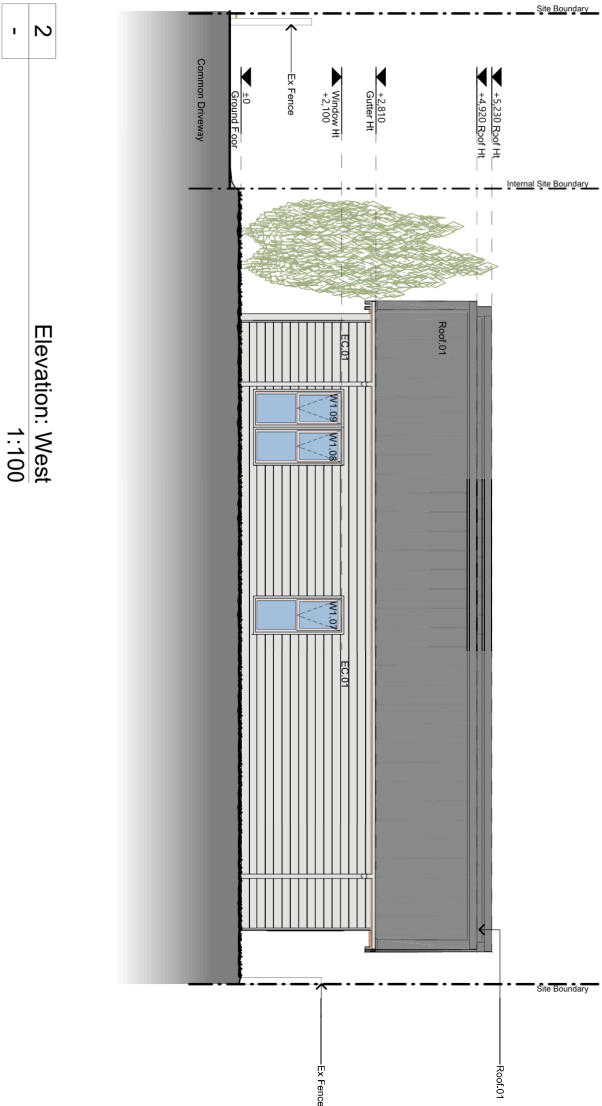
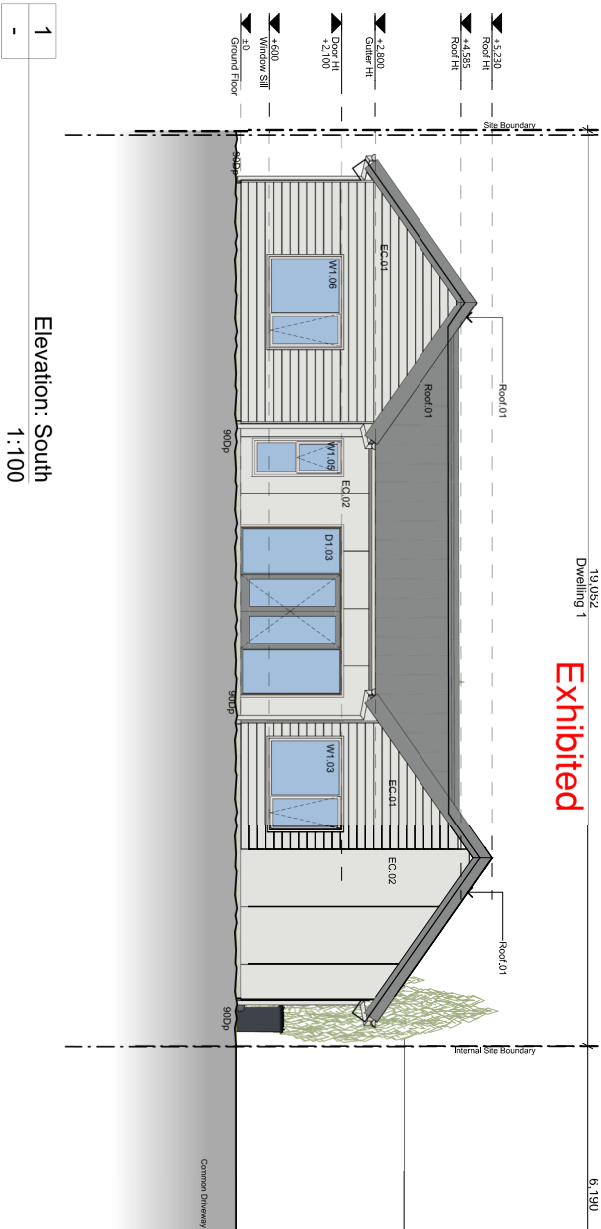
Project Name	Proposed Multiple Assisted Living Dwellings
--------------	---

Project Address	63 Catherine St Longford, Tas 7301
Project No.	2426
Client	BP Property (Tas) Pty Ltd
Property ID	6730071
Title Reference	1882502
Designer	Simon Chappell
License No.	CC64471
Drawn	SC
e-file	0

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Elevations: Dwelling 1

Status	DD
Print date	Wednesday, September 10, 2025



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Elevation Legend

A	Awning window	PL	Floor level
C	Ceiling	PS	Plasterboard
CL	Ceiling level	S	Siding
GP	Gable	SD	Siding door
F	Fixed window	SP	Sliding door
EC 01	External Cladding - James Hardie Easylap, painted finish to match Dulux Lexicon quarter, flashing to match.	SS	Stainless steel
EC 02	External Cladding - James Hardie Easylap, painted finish to match Dulux Lexicon quarter, flashing to match.	SS	Stainless steel
EC 03	External Cladding - James Hardie Easylap, painted finish to match Dulux Lexicon quarter, flashing to match.	SS	Stainless steel
EC 04	External Cladding - James Hardie Easylap, painted finish to match Dulux Lexicon quarter, flashing to match.	SS	Stainless steel
EC 05	External Cladding - James Hardie Easylap, painted finish to match Dulux Lexicon quarter, flashing to match.	SS	Stainless steel

Roof 01
Lysaght Trimec 2 degrees min fall (1:30). 0.48 BMT install single sheet lengths, upturn roof trays at ridges and down turn accordance with manufacturers guidelines and specifications. Colour - Colbond Windspray

Downspouts, fascias, flashing, & roof to match adjoining wall colour.
Window/Door Frames to match wall colour

DA	01	DA Issue	23-Jul-25
DA	02	Issue in response to RFI	21-Aug-25
DA	03	Issue for consultant information	26-Aug-25
DA	04	Issue for consultant information	04-Sep-25
DA	05	Issue to DA	05-Sep-25

Project Name
Proposed Multiple Assisted Living Dwellings

Project Address | 63 Catherine St
Longford, Tas 7301
Client | 26 Property (Tas) Pty Ltd
Project ID | 6730071
Title Reference | 1882502
Designer | Simon Chappell
License No. | CC6417
Drawn | SC
Checked | SC

Elevations: Dwelling 1

Status | DD
Print date | Wednesday, September 10, 2025
Signal | N3
Drawing N° | Stage/Revision
A10-DA05

All building works to comply with National Construction Code - Building Code of Australia, Australian Standards, Building Acts & Regulations and Council Bylaws. Refer to additional drawings for notes.

All drawings shall be read in conjunction with the engineering drawings.

The Building Contractor shall be responsible for the correct interpretation of the specifications in preference to scaled dimensions.

The Building Contractor shall be responsible for the correct set-out of all works.

Building Contractor to site check dimensions and locations of all items on site prior to and during the works.

Building Contractor to ensure that all work is in accordance with the drawings and specifications. Buildings, and all fixtures on the drawings, are to be constructed in accordance with the drawings and specifications. Buildings, and all fixtures and fittings, are to be constructed in accordance with the drawings and specifications. The designer is to be notified of any discrepancies with the drawings.

Elevation Legend

A.	Awning window	FL.	Floor level
C.	Control joint	Pl.	Plasterboard
CL.	Ceiling level	Sl.	Sliding window
Dr.	Downpipe	SD.	Siding door
F	Fixed window	Sky.	Skylight

EC1

External Cladding - James Hardie Linea Weatherboard 150mm, painted finish to match Dulux Lexicon quarter, flashing to match.

EC102 External Cladding - James Hardie Easyfix, painted finish to match Dulux Lexicon quarter, flashing to match.

EC103 Blockwork 390(w)x190(h)x190(h)mm, nature finish with light grey mortar & ironed joints.

EC104 Lysaght Trirwall 0.48 BMT, install single sheet lengths and in accordance with manufactures guidelines and specifications.

Roof 1
Lysaght Trimdek, 2 degrees min fall (1:30), 0.48 BMF, insull single sheet lengths, upturn roof trays at ridges and down turn at roof eaves/engines, insull single sheet lengths and in accordance with manufacturers guidelines and specifications.
Colour - Colobron Windspray
Downpipes, fascias, flashing, & roof to match adjoining wall colour.

Window/Door Frames to match wall colour

100
 JOURNAL OF
 MANAGEMENT INQUIRY

Stage	Rev	Description	Date
DA-N	02	Issue in response to RFI	21-Aug-25
DA-N	03	Issue for consultant information	29-Aug-25
DD	04	Issue for consultant information	04-Sep-25
DA	05	Issue for DA	09-Sep-25

Project Name	Proposed Multiple Assisted Living Dwellings
--------------	---

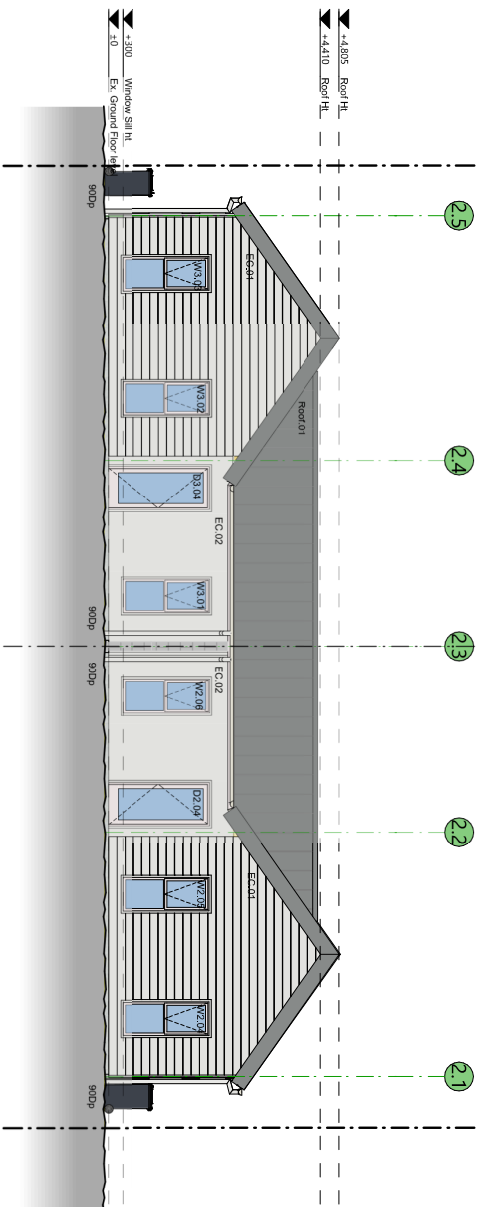
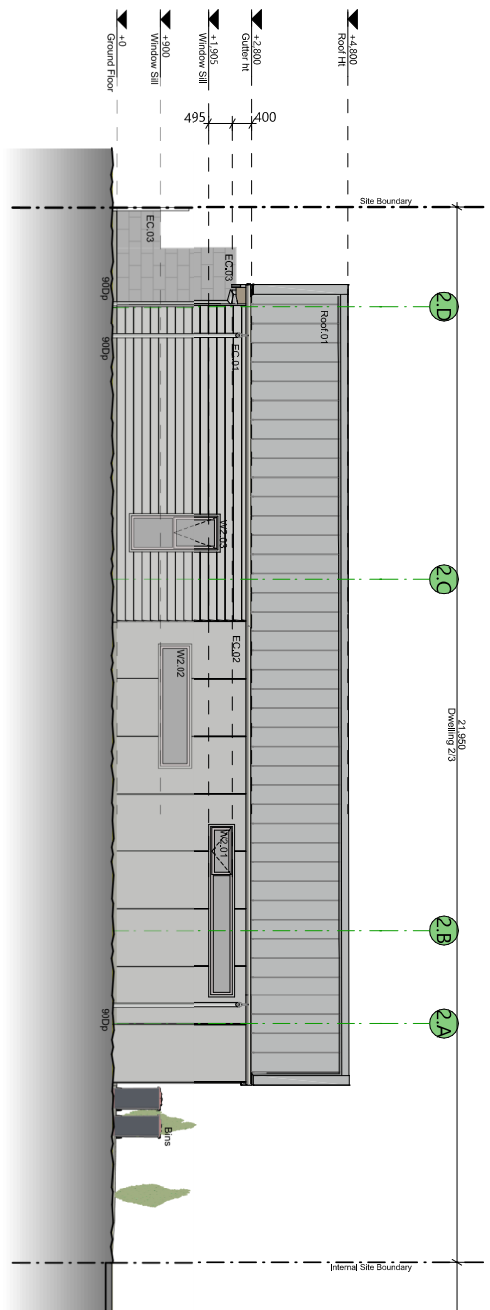
Project Address	63 Catherine St London, Tas 7301
Project No.	2426
Client	BP Property (Tas) Pty Ltd
Property ID	6730071
Title Reference	18925012
Designer	Simon Chappell
License No.	CC6417
Drawn	SC

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Elevation: Dwellings 2 & 3

2	E02 Elevation: East
-	1:100

1	E01 Elevation: North
-	1:100



2	E02 Elevation: East
-	1:100

General Notes:

Elevation Legend

A. Awning window
Control plot

EC.04DA-NI

—

Longford, Tas 7301

Elevation: Dwellings 2 & 3

Original size: 100
Drawing No.: Stage/Revision



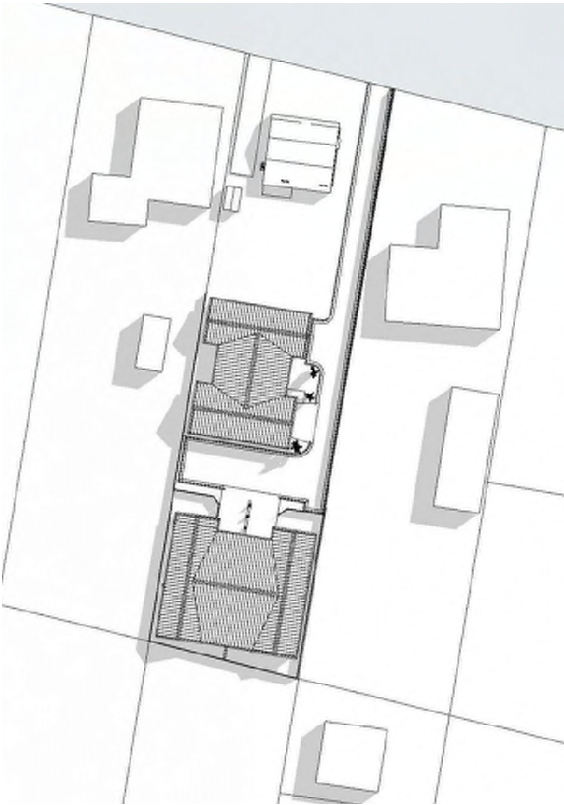
1
-

March/September 21 - 9am



2
-

March/September 21 - 12pm



3
-

March/September 21 - 3pm



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DA-4	01	Issue in response to RFI	21-Aug-25
DA-4	02	Issue for consultant information	29-Aug-25
DA	03	Issue for DA	09-Sep-25
Stage	Rev	Description	Date

Project Name
Proposed Multiple Assisted Living Dwellings

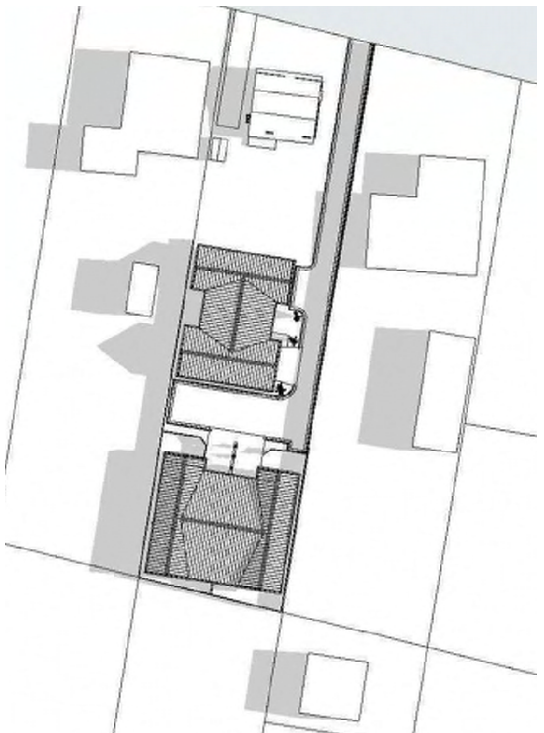
Project Address	63 Catherine St Longford, Tas 7301
Project No.	268
Client	268 Property (Tas) Pty Ltd
Project ID	6736071
Title Reference	1682502
Designer	Simon Chappell
License No.	CC6417
Drawn	SC
e-file	C:\Users\apogee\OneDrive\My Files\Drawings\Longford\1682502\DA03.dwg

Shadow diagrams

Status	DD
Print date	Wednesday, September 10, 2025
Signal	N/A
Drawing N°/Stage/Revision	A13-DA03



1	2
---	---



2	1
---	---

ID	Change
00	Heard from 06



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All buildings works comply with National Construction Code - Building Code of Australia, Australian Standards, Building Acts & Regulations and Council By-laws. Refer to architectural drawings for notes.

All drawings shall be read in conjunction with the engineering drawings.

Use fixed dimensions in preference to scaled dimensions.

The Building Contractor shall be responsible for the correct layout of all works.

Building Contractor to check dimensions and locations of all items on site prior to and during the works.

Wherever possible, all services on the drawing are to be installed and any further services to be engaged for all affected prior to construction.

Building Contractor to check drawings for co-ordination between structure, plant, fixtures and fittings.

The designer is to be notified of any discrepancies with the drawings.

Stage	Rev	Description	Date
DA-N	01	Issue in response to RFI	27-Aug-23
DA-N	02	Issue for consultant information	29-Aug-23
DA	03	Issue for DA	09-Sep-23

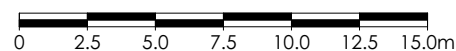
Project Name
Proposed Multiple Assisted Living Dwellings

Project Address	63 Catherine St Longford, Tas 7301
Client No.	2426
Client Name	BP Property (Tas) Pty Ltd
Property ID	62700701
Title Reference	1892502
Designer	Simon Chappell
License No.	CC6417
Drawn	SC
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Shadow diagrams

Status | DD
Print date | Wednesday, September 10, 2025
Original size | A3
Drawing N°/Stage/Revision

AREA	m ²
PROPOSED COMMUNAL RESIDENCE A - GF	188.06
PROPOSED COMMUNAL RESIDENCE A - FF	61.65
PROPOSED COMMUNAL RESIDENCE B	95.61
EXISTING ALFRESCO	13.75
EXISTING TOILET BLOCK	20.58



ACC # 371799313
ABN. 71 615 812 747
PH. 6344 7319
E. info@designtolive.com.au
W. designtolive.com.au

SITE ADDRESS:
105-107 MAIN STREET,
CRESSY, 7302.

DATE:

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REV.	DATE	DESCRIPTION	DESIGNER	M.L.	JOB NUMBER	MNS105
R1	09/09/2025	FOR PLANNING	DRAWN	S.B.	DRAWING	3/8
R2	12/09/2025	PLANNING RFI				
R3	19/09/2025	PLANNING RFI	CHECKED	M.L.	SCALE (@A3)	1:250



PROPOSED CHANGE OF USE
& INTERNAL MODIFICATIONS,
105-107 MAIN STREET,
CRESSY, 7302.

Received
19/09/2025

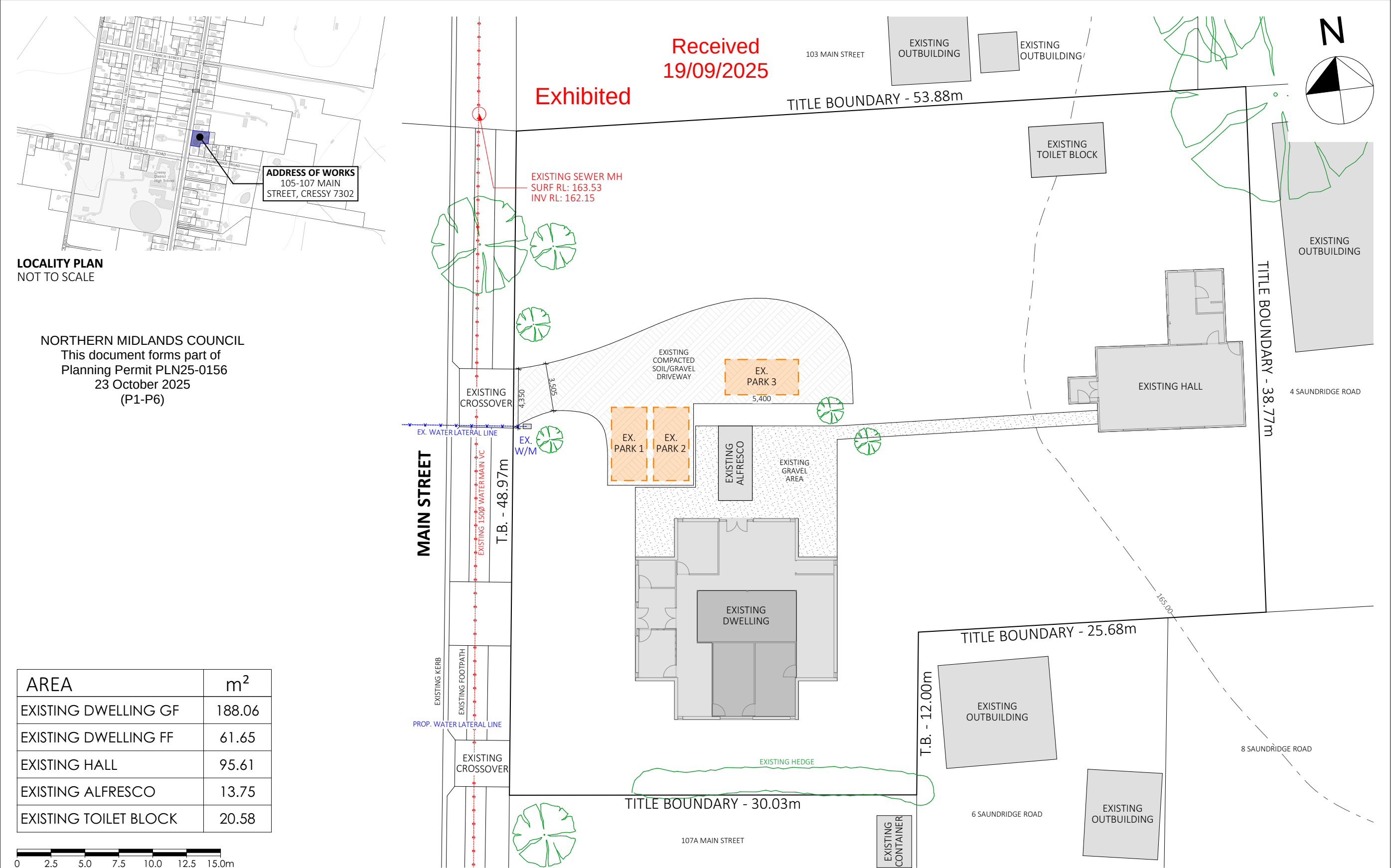
Exhibited

NORTHERN MIDLANDS COUNCIL
This document forms part of
Planning Permit PLN25-0156
23 October 2025
(P1-P6)

DRAWING #	DRAWING
MNS105-1	COVER PAGE
MNS105-2	SITE PLAN - EXISTING
MNS105-3	SITE PLAN - PROPOSED
MNS105-4	EXISTING & PROPOSED GROUND FLOOR PLAN - DWELLING
MNS105-5	EXISTING AND PROPOSED FIRST FLOOR PLAN - DWELLING
MNS105-6	EXISTING & PROPOSED FLOOR PLAN - HALL
MNS105-7	CONSTRUCTION NOTES
MNS105-8	WATERPROOFING DETAILS

CLASSIFICATION OF BUILDING	COUNCIL	ZONE
EXISTING: CLASS 1A PROPOSED: CLASS 1B	NORTHERN MIDLANDS	GENERAL RESIDENTIAL
AREAS (m²)	LAND TITLE REFERENCE 7447/3	ENERGY STAR RATING N/A
PROPOSED COMMUNAL RESIDENCE A - GF	PROPERTY ID 6749899	CLIMATE ZONE 7
PROPOSED COMMUNAL RESIDENCE A - FF	LOT SIZE (M²) 2455	ALPINE AREA N/A
PROPOSED COMMUNAL RESIDENCE B	BAL RATING N/A	CORROSION ENV' LOW
EXISTING ALFRESCO	DESIGN WIND CLASS N/A	SITE HAZARDS N/A
EXISTING TOILET BLOCK	SOIL CLASSIFICATION N/A	
	PLANNING OVERLAY AIRPORT OBSTACLE LIMITATION AREA, BUSHFIRE-PRONE AREAS	

	ACC # 371799313 ABN. 71 615 812 747 PH. 6344 7319 E. info@designtolive.com.au W. designtolive.com.au	CLIENT: TYLER AYRES	DRAWING COVER PAGE	I/WE APPROVE THESE DRAWING TO BE CORRECT PER CONTRACT.	SIGNATURE: DATE: SIGNATURE: DATE:	COPYRIGHT: This is the sole property of Design To Live, and may not be used in whole, or in part without written or formal consent from Design To Live. Legal action will be taken against any person/s infringing the copyright.	REV.	DATE	DESCRIPTION	DESIGNER	M.L.	JOB NUMBER	MNS105
							R1	09/09/2025	FOR PLANNING	DRAWN	S.B.	DRAWING	1/8
							R2	12/09/2025	PLANNING RFI				
							R3	19/09/2025	PLANNING RFI	CHECKED	M.L.	SCALE (@A3)	NTS



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CLIENT:
TYLER AYRES

SITE ADDRESS:
105-107 MAIN STREET,
CRESSY, 7302.

DRAWING
SITE PLAN - EXISTING

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CORRECT PER CONTRACT.

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SIGNATURE:

DATE:

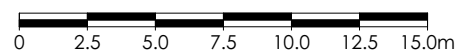
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R2	12/09/2025	PLANNING RFI				
R3	19/09/2025	PLANNING RFI				

AREA	m ²
PROPOSED COMMUNAL RESIDENCE A - GF	188.06
PROPOSED COMMUNAL RESIDENCE A - FF	61.65
PROPOSED COMMUNAL RESIDENCE B	95.61
EXISTING ALFRESCO	13.75
EXISTING TOILET BLOCK	20.58



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SITE ADDRESS:
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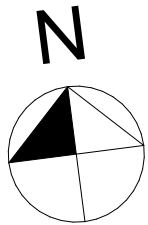
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R2	12/09/2025	PLANNING RFI				
R3	19/09/2025	PLANNING RFI	CHECKED	M.L.	SCALE (@A3)	1:250

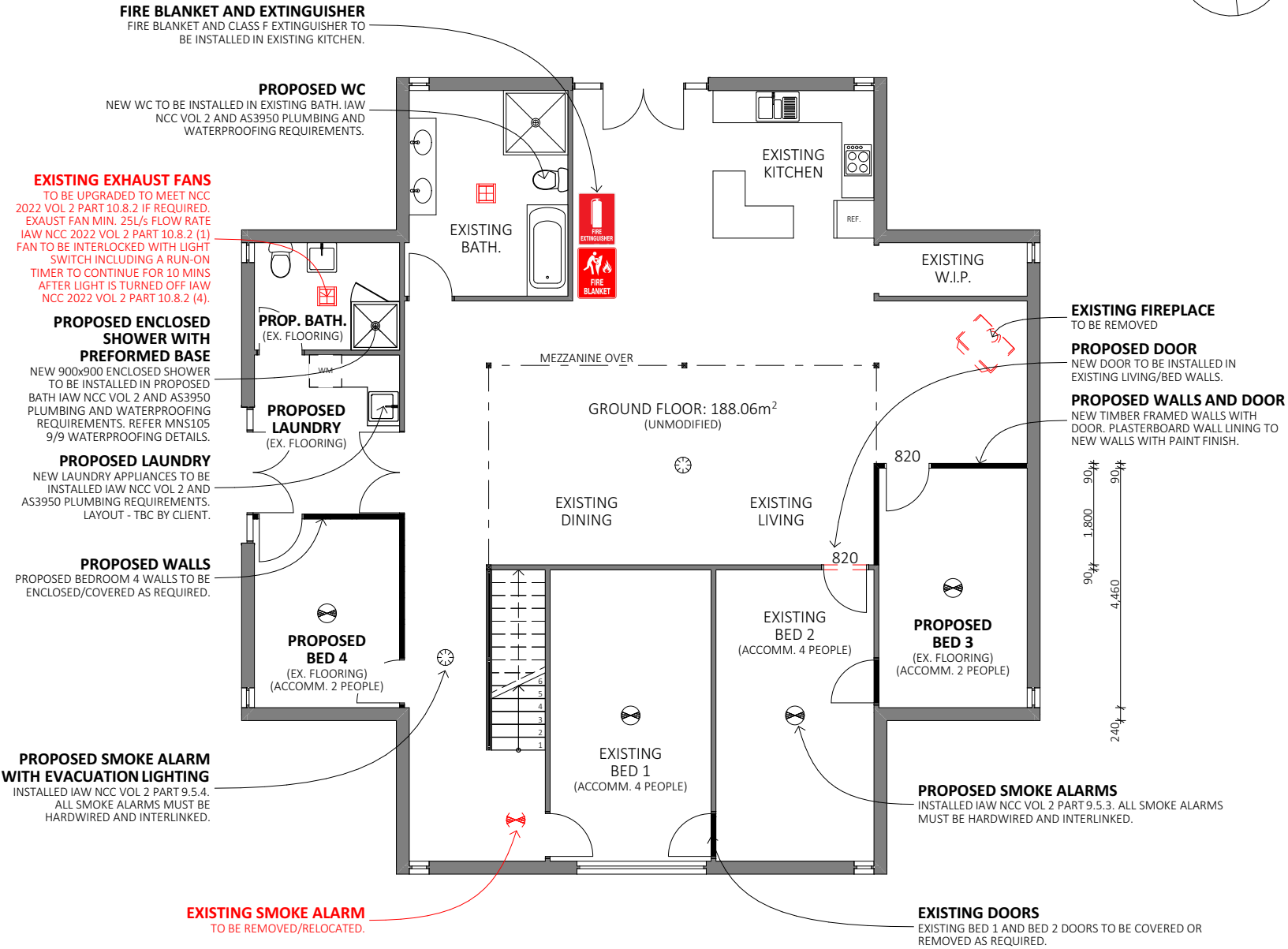
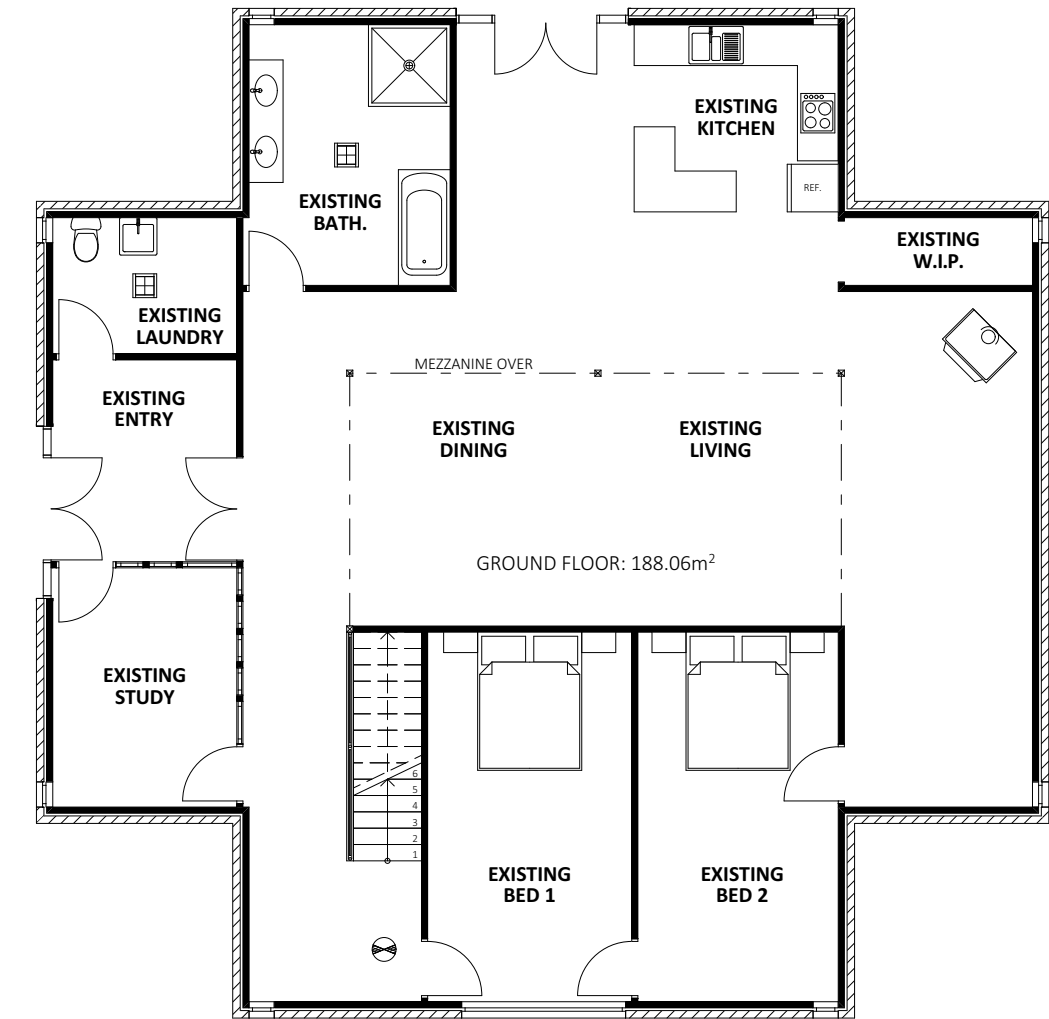
Exhibited

Received
19/09/2025



EXISTING GROUND FLOOR

PROPOSED GROUND FLOOR



KEY:	
	EXISTING GLAZED WALL
	NEW WALL
	WALL TO BE REMOVED
	EXISTING/UNMODIFIED



NOTE:
- BUILDER TO CONFIRM ALL DIMENSIONS ON SITE.

NORTHERN MIDLANDS COUNCIL
This document forms part of
Planning Permit PLN25-0156
23 October 2025
(P1-P6)



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W. designtolive.com.au

CLIENT:
TYLER AYRES

SITE ADDRESS:
105-107 MAIN STREET,
CRESSY, 7302.

DRAWING
EXISTING &
PROPOSED
GROUND FLOOR
PLAN - DWELLING

I/WE APPROVE THESE DRAWING TO BE
CORRECT PER CONTRACT.

SIGNATURE:

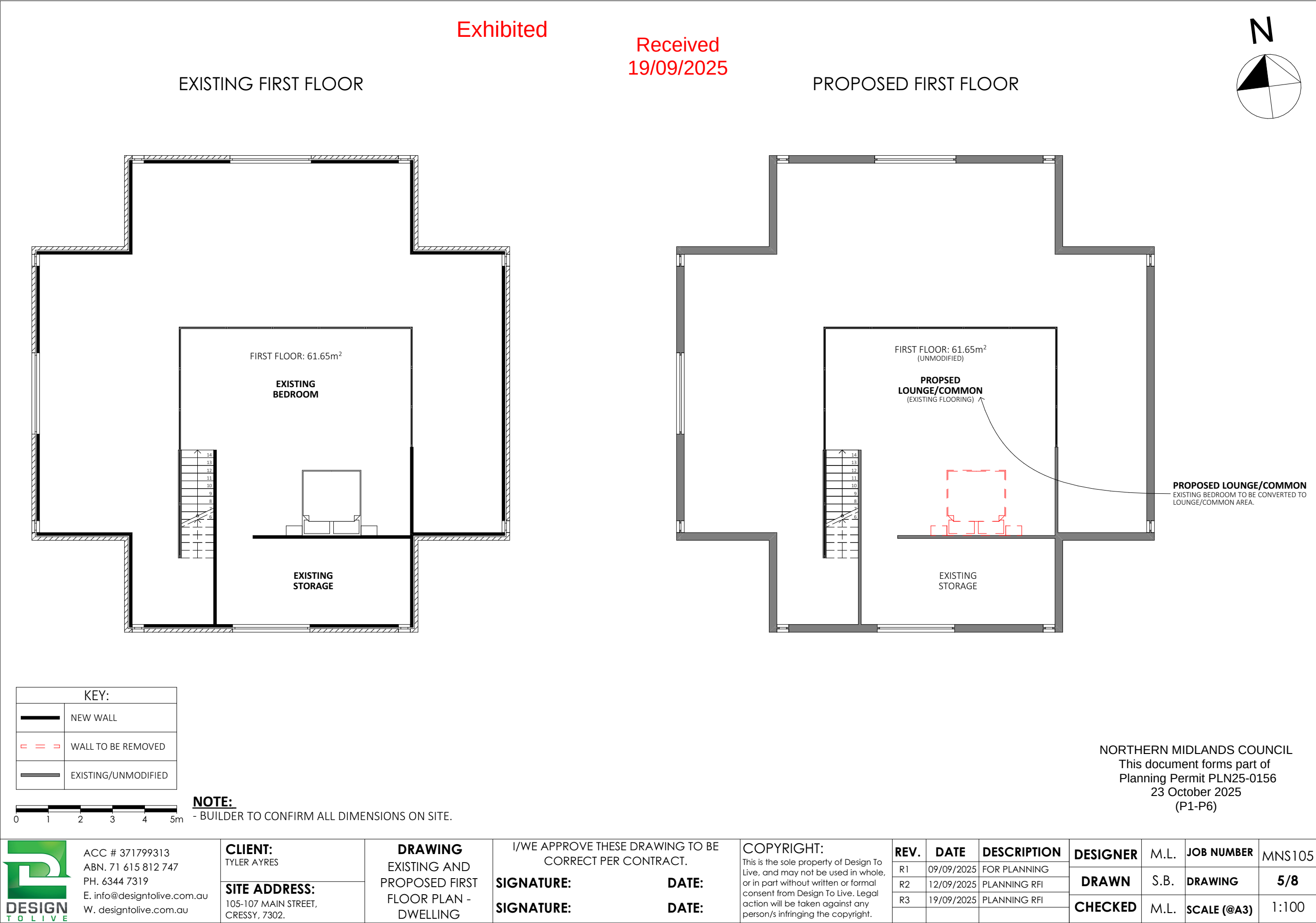
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DATE:

DATE:

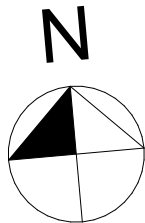
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REV.	DATE	DESCRIPTION	DESIGNER	M.L.	JOB NUMBER	MNS105
R1	09/09/2025	FOR PLANNING	DRAWN CHECKED	S.B. M.L.	DRAWING SCALE (@A3)	4/8 1:100
R2	12/09/2025	PLANNING RFI				
R3	19/09/2025	PLANNING RFI				



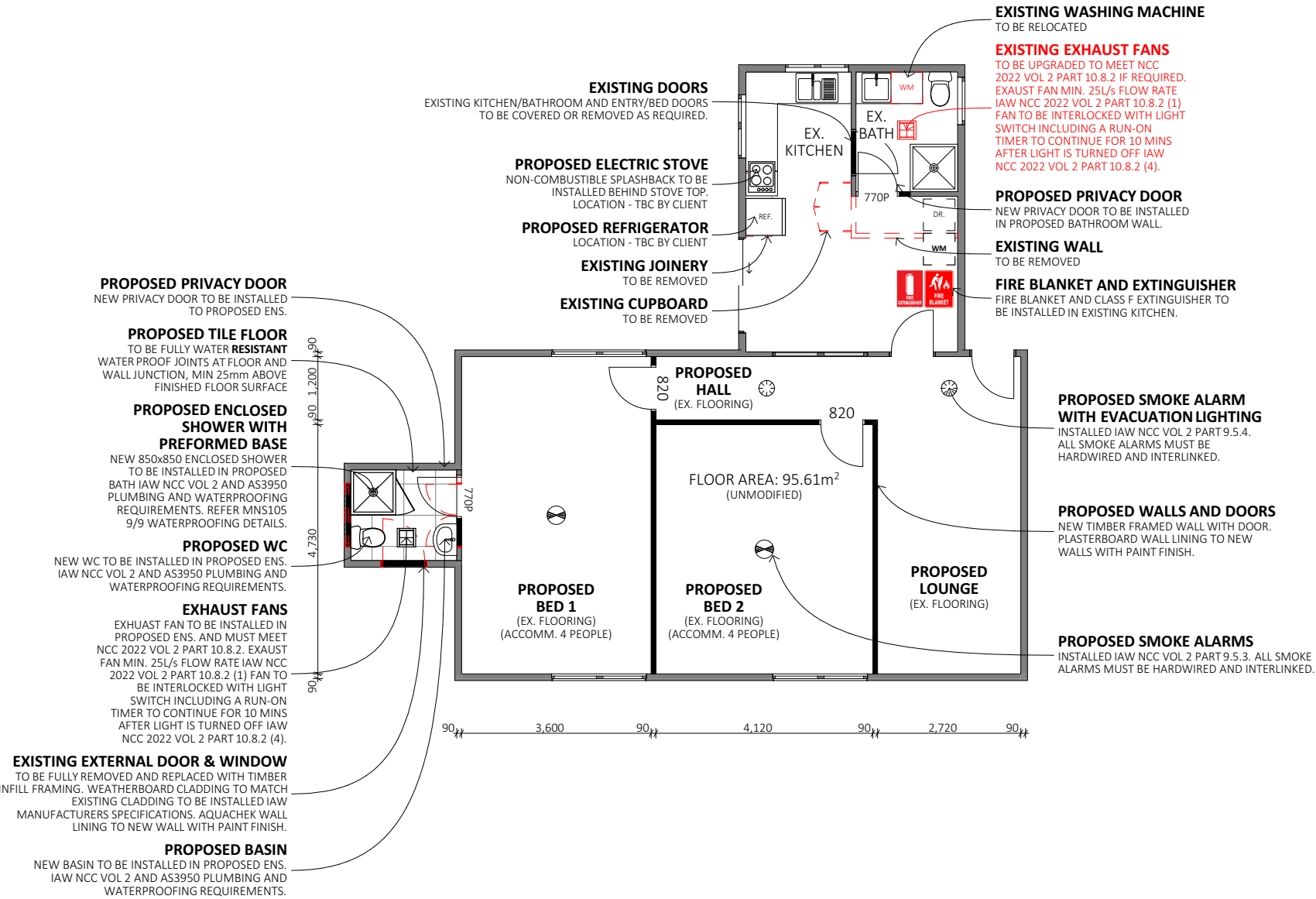
Exhibited

Received
19/09/2025



EXISTING GROUND FLOOR

PROPOSED GROUND FLOOR



KEY:	
	NEW WALL
	WALL TO BE REMOVED
	EXISTING/UNMODIFIED



NOTES:

- PROPOSED WALLS TO BE INSTALLED CLEAR OF EXISTING WINDOWS.
- BUILDER TO CONFIRM ALL DIMENSIONS ON SITE.

NORTHERN MIDLANDS COUNCIL
This document forms part of
Planning Permit PLN25-0156
23 October 2025
(P1-P6)



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CLIENT:
TYLER AYRES

SITE ADDRESS:
105-107 MAIN STREET,
CRESSY, 7302.

DRAWING
EXISTING &
PROPOSED FLOOR
PLAN - HALL

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R1	09/09/2025	FOR PLANNING	DRAWN CHECKED	S.B. M.L.	DRAWING SCALE (@A3)	6/8 1:100
R2	12/09/2025	PLANNING RFI				
R3	19/09/2025	PLANNING RFI				

Tasmanian Planning Scheme – Northern Midlands

Planning Permit PLN-25-0156



In accordance with Division 2 of the *Land Use and Planning Approvals Act 1993*, the Northern Midlands Council (Planning Authority) hereby grants a permit for –

ADDRESS OF LAND:

105-107 MAIN STREET, CRESSY TAS 7302

P/N: 109000.52 PLN-25-0156
CT7447/3

THIS PERMIT ALLOWS FOR:

That application PLN-25-0156 to develop and use the land at 105-107 Main Street, Cressy TAS 7302 for Change of Use to Residential (Two Communal Residences) be approved subject to the following conditions:

1 ENDORSED DOCUMENTS

1.1 Except as required by condition 2 of this permit, the use and development must be in accordance with the endorsed documents:

	Description	Author	Date	Reference
P1	Cover Page	Design to Live	19/09/2025 (R3)	MNS105-1
P2	Site Plan – Existing	Design to Live	19/09/2025 (R3)	MNS105-2
P3	Site Plan – Proposed	Design to Live	19/09/2025 (R3)	MNS105-3
P4	Existing and Proposed Ground Floor Plan – Dwelling	Design to Live	19/09/2025 (R3)	MNS105-4
P5	Existing and Proposed First Floor Plan – Dwelling	Design to Live	19/09/2025 (R3)	MNS105-5
P6	Existing and Proposed Floor Plan – Hall	Design to Live	19/09/2025 (R3)	MNS105-6

2 PLANS REQUIRED

2.1 Prior to the commencement of the use, plans must be submitted showing:

- Five (5) on-site car parking spaces.
- Manoeuvring and circulation spaces so that cars can enter and leave the site in a forward direction.
- Parking, access ways, manoeuvring and circulation spaces surfaced with a spray seal, asphalt, concrete, pavers or equivalent material.
- A minimum of 2 bicycle parking spaces.

2.2 The plans must be to the approval of the Council's Senior Planner. When approved, the plans will be endorsed and form part of this permit.

3 BICYCLE PARKING SPACES REQUIRED

3.1 Prior to the commencement of the use, bicycle parking spaces must be provided in accordance with the plans required by condition 2 of this permit.

4 SEALING OF DRIVEWAY

4.1 Prior to the commencement of the use, the parking spaces, driveway, access ways, manoeuvring and circulation areas must be surfaced with a spray seal, asphalt, concrete, pavers or equivalent material in accordance with the plans required by condition 2 of this permit.

4.2 The driveway and car parking areas must be maintained in a manner that ensures sediment or debris is neither tracked nor eroded across the property boundary.

5 STORMWATER

5.1 Concentrated stormwater must not be discharged into neighbouring properties.

5.2 Landscaping and hardstand areas must not interfere with natural stormwater run-off from neighbouring properties.

Page 1 (23/10/25)

NOTES

- A. A plumbing permit is required prior to commencing any plumbing or civil works within the property.
- B. Any other proposed development and/or use, or substantial intensification of the use, will require a separate application to and assessment by the Council.
- C. The issue of this planning permit does not certify compliance with the *Building Code of Australia*, the *Disability Discrimination Act 1992* or any other applicable legislation.
- D. It is the responsibility of the developer/property owner to ensure that pollutants such as mud, silt or chemicals are not released from the site.
- E. 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.
- F. This permit lapses after a period of two years from the date of granting of this permit if the use or development has not substantially commenced within that period.



MAREE BRICKNELL
ACTING GENERAL MANAGER
23 October 2025

**Report to the Tasmanian Planning Commission Under
Section 40K of the *Land Use Planning and Approvals Act*
1993**



Subject: Draft amendment 19/2025 of the Northern Midlands Local Provisions Schedule to insert site specific qualifications combined with an application for a 2 lot subdivision at 5 Eskleigh Road, Perth

File no: 13/026/007/183 (Ref no: PLN-25-0088)

Council published an exhibition notice in relation to the draft amendment in accordance with section 40G of the Act on 27 September 2025 and 4 October 2025. The exhibition period ended 28 October 2025.

Section 40K of the Act requires the planning authority to provide the Commission with a report in relation to the draft amendment within 35 days after the end of the exhibition period.

The report is to contain –

(a) a copy of each representation made under section 40J in relation to the draft amendment before the end of the exhibition period in relation to the draft amendment, or, if no such representations were made before the end of the exhibition period, a statement to that effect

Two representations were received and will be provided to the Commission.

(b) a copy of each representation, made under section 40J in relation to the draft amendment after the end of the exhibition period in relation to the draft amendment, that the planning authority, in its discretion, includes in the report

No representations were made after the end of the exhibition period.

(c) a statement of the planning authority's opinion as to the merit of each representation included under paragraph (a) or (b) in the report, including, in particular, as to –

(i) whether the planning authority is of the opinion that the draft amendment ought to be modified to take into account the representation

Statement: The representations do not raise issues that require modification to the draft amendment.

(ii) the effect on the draft amendment, and the LPS to which it relates, as a whole, of implementing the recommendation

Statement: The issues raised in the representations do not impact on the draft amendment, or compliance with the LPS criteria.

(d) a statement as to whether it is satisfied that the draft amendment of an LPS meets the LPS criteria

Statement: The Planning Authority is satisfied that the draft amendment meets the Local Provisions Schedule criteria in accordance with section 34(2) of the Land Use Planning and Approvals Act 1993, as per the original assessment and certification as its meeting of the 15 September 2025.

(e) any recommendations in relation to the draft amendment that the planning authority thinks fit

The Northern Midlands Council recommends that the Tasmanian Planning Commission approves the draft amendment.

Representations

Two representations were received.

Representation 1

- Objects to the two lot subdivision of 5 Eskleigh Road, Perth because:
 - A previous application refused by Council for exactly the same application was refused and further lost to an [appeal] through TASCAT.
 - As proven, it is illegal to excise a house and land in a subdivision, where the house lot size is lesser than the balance land.
 - It was actually the Council Solicitors that were the protagonists of the position around the land sizes.
 - Any approval would be appealed to TASCAT and referred to the Tasmanian Planning Commission.
 - Includes a copy of Drummond Street Developments Pty Ltd v Northern Midlands Council [2023] TASCAT 77

Representation 2

- Objects and places Council on Notice [regarding] the application of the Subdivision at 5 Eskleigh Rd, Perth.
- It has been tested in TASCAT already and proved illegal to subdivide the land, after Council refused to approve such, and Councils Solicitors successfully argued in Court to the same on appeal.

Consideration of the merit of the representations

As reported to council on 15 September 2025:

- *The purpose of the proposed draft amendment (application of site-specific qualifications) is to enable an application for a two (2) lot subdivision of the site which would otherwise not be allowable under the Scheme without the proposed amendment.*
- Section 40T of the Land Use Planning and Approvals Act states [emphasis added]:

40T. Permit application that requires amendment of LPS

- (1) A person who requests a planning authority under section 37 to amend an LPS may also, under this subsection –
 - (a) make an application to the planning authority for a permit, which permit could not be issued unless the LPS were amended as requested; and
 - (b) request the planning authority to consider the request to amend the LPS and the application for a permit at the same time.

The representations are correct that the 2 lot subdivision cannot be approved under the planning scheme as it exists. The application is to amend the planning scheme to allow the 2 lot subdivision. Such application has been made under section 40T of the Land Use Planning and Approvals Act.

As an application to amend the planning scheme, the draft amendment and subdivision will be decided by the Tasmanian Planning Commission.

The representations do not raise any issues that require modification to the draft amendment. The issues raised in the representations also do not impact on the draft amendment, or compliance with the LPS criteria.



NORTHERN MIDLANDS COUNCIL POLICY MANUAL

DOG MANAGEMENT POLICY AND CODE OF RESPONSIBLE DOG OWNERSHIP

Originated Date: Adopted (as Policy 30)

Amended Date/s: Amended 23 April 2007 – Min. No. 111/07
Amended 15 December 2010 – Min. No. 351/10
Amended 27 June 2016 – Min. No. 173/16
Amended 20 August 2018 – Min. No. 222/18
Reviewed 19 August 2019 – Min. No. 242/19
Reviewed 19 August 2024 – Min. No. 24/0271
Reviewed XX XXX 2025 – Min. No. XXX

Applicable Legislation: *Dog Control Act 2000*
Local Government Act 1993
Dog Control Regulations 2021
Animal Welfare Act 1993
Animal Welfare (Dogs) Regulations 2016
Land Use Planning and Approvals Act 1993
Guide Dogs and Hearing Dogs Act 1967
Personal Information Protection Act 2004
Archives Act 1993
Law of Animals Act 1962
Disability Discrimination Act 1992

Objective The objectives listed in this section have been developed to guide the Dog Management Policy and to ensure that Council consistently and effectively fulfils its responsibilities under the *Dog Control Act 2000*, particularly with regard to the protection of residents' rights.

The objectives of the Policy are:

1. To ensure that owners of dogs comply with their obligations under the *Dog Control Act 2000*.
2. To prevent the danger caused by dogs to the public and to other dogs and animals.
3. To minimise the distress and nuisance caused by dogs to the public.
4. To actively promote the responsible ownership of dogs.
5. To provide for the reasonable exercise and recreational needs of dogs.
6. To provide routine patrols during normal business hours.
7. To provide an emergency after-hours dog management service to collect dogs at large provided that the dog has been secured.
8. To provide an emergency after-hours dog management service if a dog attack occurs.

Administration: Governance

Review Cycle/Date: Every five years in accordance with section 7(5) of the *Dog Control Act 2000* or before if any change of legislation occurs

1. INTRODUCTION

Section 7 of the *Dog Control Act 2000* specifies that Council must implement a policy relating to dog management in the Northern Midlands. The Northern Midlands Council has identified a number of goals to ensure residents and visitors are protected, and to ensure Council consistently and effectively fulfils its responsibilities under the *Dog Control Act 2000*.



NORTHERN MIDLANDS COUNCIL POLICY MANUAL

2. DEFINITIONS

Where indicated (*), the definition is derived from section 3 of the *Dog Control Act 2000*:

- **Accredited Trainer:** A trainer accredited to train dogs in Level 3 and 4 obedience.
- **Act:** the *Dog Control Act 2000*.
- **Adoption Dog:** Any dog adopted from the Dogs Home of Tasmania, RSPCA, Greyhound Adoption Program, or other recognised dog welfare facility.
- **Animal*:** Any live vertebrate animal other than a human being.
- **Animal Control Officers:** Council's Animal Control Officers who have been delegated powers to manage animals within the municipality by the General Manager.
- **Animal Welfare Act 1993:** Part 2 section 6 (Duty of Care) under that Act.
- **Annual due date:** In any given year, the date that dog registration fees are due.
- **Annual registration expiry date:** In any given year, the date that dog registrations expire.
- **Approved*:** Approved by the Director of the Local Government Division, Tasmanian State Government.
- **Approved hunting dog:** A hunting dog that, immediately before 1 July 2011, has been tattooed by an approved organisation with a tattoo that identifies the dog as being a part of that organisation.
- **Assistance Dog:** A dog which is an 'assistance animal' as defined in section 9 of the *Commonwealth Disability Discrimination Act 1992* (Commonwealth). For the purposes of it, an assistance animal is a dog or other animal:
 - (a) accredited under a law of a State or Territory that provides for the accreditation of animals trained to assist a persons with a disability to alleviate the effect of the disability; or
 - (b) accredited by an animal training organisation prescribed by the regulations for the purposes of this paragraph; or
 - (c) trained:
 - (i) to assist a person with a disability to alleviate the effect of the disability; and
 - (ii) to meet standards of hygiene and behaviour that are appropriate for an animal in a public place.

Note: For exemptions from Part 2 for discrimination in relation to assistance animals, see section 54A of the of the *Commonwealth Disability Discrimination Act 1992* (Commonwealth).

- **Attack*:** Includes bite, menace or harass.
- **Authorised person or officer*:**
 - A Police Officer
 - A General Manager
 - A person appointed by a General Manager to be an authorised person
 - A person who is a ranger under the *Nature Conservation Act 2002*
 - A person who is a ranger under the *National Parks and Reserves Management Act 2002*, or
 - A person appointed as a bailiff of Crown lands under the *Crown Lands Act 1976*.
- **Boarding Facility:** A boarding facility is any premises, building, structure, or enclosure where animals, typically dogs, are temporarily housed, cared for, and maintained. This may include kennels, shelters, or pounds operated for the purpose of holding animals, either for commercial gain or under municipal authority; and it is not including veterinary clinics, private homes, and facilities operated solely for breeding or sale of animals. Boarding facilities may serve various functions such as:



NORTHERN MIDLANDS COUNCIL POLICY MANUAL

- Providing temporary accommodation for owned pets (e.g., during travel or emergencies);
- Holding stray, abandoned, or impounded animals under local government or contracted care;
- Ensuring the health, safety, and welfare of animals through appropriate housing, feeding, exercise, and veterinary care.
- **Code:** means the Code of Responsible Dog Ownership contained at section 3 of this policy. The Code provides clear guidance on what responsible ownership means within the Northern Midlands community, underpinned by a practical approach to dog choice, care, respect for others, and compliance with regulations. Its purpose is to help dog owners and prospective owners understand the importance of responsible ownership and to ensure a caring, safe environment where dogs are healthy, well-trained, and do not negatively impact the community.
- **Concession dog:** A dog owned by a person who is an eligible pensioner as defined under Regulation 4 of the *Local Government (Rates and Charges Remissions) Regulations 2014*.
- **Companion Dog:** is a dog that is primarily kept for a person's company, protection, or entertainment rather than for work or breeding purposes.
- **Council:** The Northern Midlands Council.
- **Dangerous Dog*:** A dog declared dangerous under sections 29 or 30 of the Act.
- **Declared area*:** An area declared under Division 2 of Part 3 of the Act.
- **De-sexed dog*:** A dog that has been rendered permanently incapable of reproduction.
- **Dog*:** An animal of the species *Canis familiaris* or *Canis familiaris dingo*.
- **Domestic animal:** An animal kept as a domestic pet.
- **Effective Control*:** As defined in section 4 of the Act.
- **Entire Dog:** A male or female dog that has not been de-sexed (neutered or spayed).
- **Exercise area*:** An area declared under section 20 of the Act.
- **Formal Notice of Complaint:** A complaint referred to under section 47 of the Act.
- **General Manager*:** The general manager of a council appointed under the *Local Government Act 1993*.
- **Guide dog*:** A guide dog as defined by the *Guide Dogs and Hearing Dogs Act 1967*, or a dog training to be a guide dog.
- **Hearing dog*:** A hearing dog as defined by the *Guide Dogs and Hearing Dogs Act 1967*, or a dog training to be a hearing dog.
- **Hunting dog:** A dog used to flush game.
- **Impound:** To confine a dog within an authorised dog transport vehicle, or at a pound.
- **Lead*:** A lead, leash, cord, or chain of sufficient strength to restrain a dog.
- **Licence*:** A licence to keep on premises:
 - more than 2 dogs over the age of 6 months, or
 - more than 4 working dogs over the age of 6 months.
- **Microchip:** An identification chip inserted in a dog in an approved manner.
- **Owner of Dog*:** As defined in section 6 of the Act.
- **Planning approval:** approval (granting of a permit) under s.57 or s.58 of the *Land Use Planning and Approvals Act 1993*



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- **Pound*:** A pound established under section 193 of the *Local Government Act 1993*.
- **Premises*:** Includes land or any part of any premises or land.
- **Prohibited area:** An area declared under section 22 of the Act, which, despite anything in the Act, dogs other than guide dogs, hearing dogs or assistance dogs, are prohibited from entering.
- **Public notice*:** A notice published in a daily newspaper.
- **Public Place*:** A public place as defined by the *Police Offences Act 1935*; a road; or a road-related area.
- **Register*:** A register kept under section 15 of the Act.
- **Registered dog*:** A dog registered under the Act.
- **Registration disc*:** A disc or tag referred to under section 10 of the Act.
- **Relevant registration period:** Refers to a current registration year.
- **Residential zone:** any land zoned General Residential, Inner Residential, or Low-Density Residential under the Tasmanian Planning Scheme – Northern Midlands (as amended).
- **Restricted area (at all times):** An area declared under section 23 of the Act, which, despite anything in the Act, dogs other than guide dogs, hearing dogs or assistance dogs, are restricted from entering at all times.
- **Road*:** An area that is developed for, or has as one of its main uses, the driving or riding of motor vehicles and is open to, or used by, the public; a part of the kerb; or an unsealed part of a sealed road.
- **Road-related area*:** An area that divides a road; a footpath or nature strip adjacent to a road; or a footpath or track that:
 - is not a road,
 - is designed for use by cyclists or pedestrians, and
 - is open to the public
- **Shopping centre*:** A collection of shops in an enclosed area covered by a roof or forming a courtyard or square, excluding any area provided for the parking of vehicles.
- **Training area*:** An area declared under section 21 of the Act.
- **Treatment:** Veterinary attention or surgery provided to a dog.
- **Veterinary surgeon:** A person registered as a veterinary surgeon under the *Veterinary Surgeons Act 1987*.
- **Working dog*:** A dog used principally for:
 - droving or tending livestock
 - detecting illegal substances
 - searching, tracking, or rescuing, or
 - working with police officers.
- **Young Dog:** A de-sexed and microchipped dog under 12 months of age.

3. **2-CODE OF RESPONSIBLE DOG OWNERSHIP**

Council is committed to promoting responsible dog ownership and has adopted this Code of Responsible Dog Ownership ("the Code") to outline best practice principles and reflect community expectations. This Code requires dog owners to:

- Ensure that the dog is kept under control at all times.
- When in a public place the dog must be on a lead not exceeding 2 metres (excluding declared off lead areas).



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- Ensure that the dog is registered in accordance with the Act, with a financial incentive provided for owners to de-sex dogs that are not being kept for intentional breeding purposes.
- Ensure that the dog receives necessary care and attention in accordance with good veterinary practice, and is supplied with adequate food, clean water and shelter.
- Ensure that the dog receives adequate exercise.
- Ensure the dog, by age 6 months, has an approved microchip implanted.
- Take all reasonable steps to ensure that a dog does not cause a nuisance to any other person, whether by persistent or loud barking/ howling or by any other means.
- Take all reasonable steps to ensure that a dog does not injure, endanger, intimidate, or otherwise cause distress to any person.
- Take all reasonable steps to ensure that a dog does not injure, endanger, or cause distress to any other animal.
- Take all reasonable steps to ensure that a dog does not damage or endanger any property belonging to any other person.
- Comply with all regulations under the Act, including the requirement for the person in charge of a dog to immediately remove and dispose of faeces left by the dog in a public place or in a place not owned by the person.

To ensure that prospective dog owners or carers are aware of their responsibilities, the following statement will be included on both the paper and online Dog Registration Forms:

"I have read and understand my rights and obligations as a responsible dog owner and will abide by the rules and regulations set out in the Northern Midlands Council dog policy, and The Dog Control Act 2000. I will abide by the rules relating to effective control of dogs on and off a lead."

Information relating to the Northern Midlands Council Dog Policy and The Dog Control Act 2000 can be found at the following link: <https://northernmidlands.tas.gov.au/living/animals/dog-control>."

"Note: Dog owners are reminded that under the Animal Welfare (Dogs) Regulations 2016, it is an offence to allow a female dog (bitch) to have more than two litters within any 18-month period. All dog owners are expected to comply with the Animal Welfare Act 1993 and associated regulations."

Council Officers will report any suspected breaches of these animal welfare regulations to the RSPCA or other relevant enforcement authorities"

4. **3- EDUCATION**

Council makes available a pamphlet which includes information on:

- the requirements of the Act;
- the Code;
- the role and function of Council and Council's responsibilities to the community regarding dog management;
- services available to assist community members to be responsible dog owners.

Council Officers will, upon request, visit local schools to make presentations to students on dog ownership issues and responsibilities.

5. **4- FEE STRUCTURE**

Council strives to set dog registration fees that are affordable for dog owners, yet provide a return for the costs associated with the delivery of dog control services.

Dog owners are encouraged to register their dogs early in the financial year. Encouragement in this regard is offered by



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the way of a discount if registration fees are paid prior to the 31st of August each year.

In setting registration fees each year Council utilises the following principles:

- Owners of de-sexed dogs are levied an amount as affordable as possible.
- Owners who choose to keep entire dogs (either male or female) are required to pay a higher level of fees.
- Pensioners are provided with an opportunity to register their first dog at a discounted rate.
- Owners with disabilities who keep either guide dogs or hearing dogs are not charged.
- Owners of dogs kept for breeding purposes and registered with the **Tasmanian Canine Association Dogs Tasmania (Tasmanian Canine Association Inc (TCA Inc))** are levied a fee that recognises the purpose for which they are kept. The fee will, however, be discounted from that which would normally apply to an entire animal.

Owners seeking concessional registration need to produce written evidence of eligibility as prescribed in the Act. In the case of working dogs, a demonstration of working stock may be required. Breeders must produce a current Stud Prefix issued by **the TCA Dogs Tasmania (Tasmanian Canine Association Inc (TCA Inc))**.

Council sets its dog fees at its ordinary Council meeting held in **May/June** of each year. The fees are advertised and standard renewal notices are provided to all those who have registered a dog previously.

6. **DECLARED AREAS – OFF LEAD**

Under the Act, Council can declare dog exercise areas on land solely under the jurisdiction of the Council, where dogs can be exercised off the lead if under effective control at all times. (You must be able to demonstrate that your dog is immediately responsive to your commands in an off leash area.)

The following areas have been declared:-

Avoca:	Area near river - Storys Creek Road
Campbell Town:	Open area to North of Blackburn Park
Cressy:	Stock Route (Longford end only as signposted) Cressy Recreation Ground (excluding the playing oval)
Evandale:	Honeysuckle Reserve (off Leighlands Road) Saddlers Court Reserve
Longford:	Union Street (fenced area between Union Street and Railway line) Coronation Park (Catherine Street)
Perth:	Mulgrave Street Reserve (fenced land between Mulgrave Street and Arthur Street)
Ross:	Dog Park at the Community Sports Ground (excluding the playing oval)

Council will continue to investigate the suitability of these and other areas and their facilities for this purpose and undertake upgrades or declare new sites as needed.

7. **MUNICIPAL DOG POUND**

Council has a contract arrangement with a local dog pound to meet its obligations under the Act.

After 3 days, if the owner cannot be identified, every effort is made to secure an alternative home for dogs which are impounded and have not been claimed. However, dogs will be euthanised as a last resort when required.



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When a dog owner has lost their dog, they are encouraged to call Council in the first instance on 6397 7303 during business hours, or the after hours Animal Control on-call number.

8. KENNEL LICENCES

Under the Act, a person must apply to Council's General Manager for a kennel licence if more than two dogs over the age of six months, or more than four working dogs over the age of six months, are to be kept on their premises for any period of time.

Council requires a kennel licence applicant to advertise the licence application, including the specific number of dogs and their breed/kind, in the Examiner newspaper. Any person residing within 200 metres of the boundary of the premises may object to the granting of the licence. Council will ~~also letterbox drop~~ inform by letter all residents within 200 metres of the premises where the licence is applied for and all owners of properties within that 200 metre range who do not live at the property.

Kennel Licences must be renewed annually, prior to the start of the financial year. A licence holder must submit a new application if they intend to keep more dogs on the premises than their current licence allows, or if they wish to modify any conditions of their existing licence. Upon payment of the prescribed fee, Council may renew the licence and will carry out random inspections to ensure ongoing compliance with the licence conditions.

Upon request, Animal Control Officers may conduct a preliminary site assessment and provide advice to potential applicants before they lodge a formal application.

Applicants who rent their property must provide written approval from the landlord (or their authorised agent) confirming that they are permitted to keep the number and type of dogs stated in the application.

Council will not consider a Kennel Licence application until 28 days have passed following the publication of the public notice in the local newspaper or other required advertisement under the Act, and all objections have been reviewed and considered.

Council reserves the right to refuse a Kennel Licence application where the applicant for the licence has previously breached any requirement of the Act, subject to sections 54 and 55(1) of the Act.

When processing applications, Council will take into account the number and type of dogs proposed in relation to the size and suitability of the premises. To ensure the physical and psychological welfare of all dogs involved, Council may also consult authorised officers of the RSPCA where relevant, particularly in relation to any known breaches of the *Animal Welfare Act 1993*.

An initial property inspection will be conducted to assess the suitability of the premises for the licence applied for. In particular, the following conditions will be considered during the inspection:

- The premises are suitable for housing the number and type of dogs specified in the application;
- Provisions for the health, welfare, and control of the dogs are adequate and sustainable;
- No nuisance is likely to be caused to neighbouring properties;
- Only the dogs listed in the application are being kept on the property; and
- All dogs over six months of age are registered and microchipped.

Once a licence has been issued, Council may from time to time conduct inspections of the relevant premises to ensure that all conditions of the licence are being complied with.

Kennel Licence inspections may be conducted randomly or by appointment, at Council's discretion.

If granted, a Kennel Licence will expire on 30 June each year and must be renewed annually to remain valid.



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8.1. Objections to Kennel Licence Applications

Under section 52 of the Act, persons residing or owning land within 200 metres of the boundary of the premises to which a Kennel Licence application relates, may object to the granting of a licence. Any objection is to be made within fourteen (14) days of the public notice being published. It is to be addressed in writing to the General Manager and outline detailed and valid reasons for objection.

Council will consider all objections received in accordance with standard operating procedures and the Act.

8.2. Kennel Licence Categories and Conditions

For the purposes of applying for a Kennel Licence, a **companion dog** is defined as a dog primarily kept for a person's company, protection, or entertainment, rather than for work or breeding purposes.

For the purposes of applying for a Kennel Licence, a **hunting dog** will be included in the Kennel Licence 1 (KL1) – Companionship, as if it were a **working dog**.

A **commercial kennel** refers to a facility that boards dogs for profit.

There are two categories of licence which the Council may issue:

KENNEL LICENCE NAME	DESCRIPTION
Kennel Licence 1 (KL1) – Companionship	This is the Licence required for the housing of more than 2 companion dogs or 4 working dogs and includes both companion dogs and working dogs
Kennel Licence 2 (KL2) – Commercial	It is the Licence required for the boarding of dogs which occupy a commercial kennel. Please be advised this activity may also need Planning approval.

The Council notes that there is a need to maintain control over the numbers of dogs kept in an ever-increasing higher density urban environment. Council must consider both the reasonable peace and amenity of adjacent neighbours, as well as the general health and wellbeing of dogs.

Applications for kennel licences are assessed in accordance with the criteria set out in the Act. In determining whether to grant or refuse a licence, the General Manager (or delegate) must consider whether the premises is suitable for the intended purpose, whether granting the licence is in the public interest, and whether the statutory requirements are met.

Factors such as land zoning, property size, and surrounding residential density may be considered where relevant to the assessment. However, these factors alone do not determine the outcome of an application.

8.3. Cancellation of a Kennel Licence

Under section 58 of the Act, the General Manager or delegate may notify a Kennel Licence holder of intention to cancel a licence, if satisfied that:

- the provisions of the Act, or any other relevant Act are not being complied with
- any conditions of the licence are not being complied with
- the situation or condition of the premises is creating a nuisance, and/or
- it is in the public interest that the licence be cancelled.

Before cancelling a Kennel Licence, the General Manager will give: to the Kennel Licence Holder one (1) month's notice in writing to show cause why the licence should not be cancelled; and consider any representations which the holder may



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make in that respect.

Under section 59 of the Act, should Council notify a licensee that it has cancelled or refused to renew a licence, an applicant or licensee may appeal that decision to the Tasmanian Civil and Administrative Tribunal for a review of that decision.

An applicant should seek guidance directly from the Tribunal and further information is available on the Tribunal's website: <https://www.tascat.tas.gov.au/home>.

9. DOG AT LARGE

It is a requirement of the Act that a dog be under effective control at all times whilst in a public place. This means on a lead held by a person able to control the dog or, if in an area where a lead is not required, the dog is within sight of the person and is immediately responsive to the person's commands.

A dog that is not under effective control within a public place or is in or on premises without the consent of the occupier is considered a 'dog at large'.

Council will, on a first offence, seek to reunite dogs at large with their owners with no penalty. However, fees and charges will apply where after hours call out or impounding are required. Subsequent offences may incur further penalties in accordance with the regulations under the Act.

10. DANGEROUS DOGS

The Act makes specific provision for dogs that may be considered a danger to other animals or persons within the community. A dog may be declared dangerous by the General Manager if it has caused serious injury to a person or another animal or there is reasonable cause to believe that the dog is likely to cause such injury.

Council's Animal Control Officer will undertake an investigation of any alleged incident or assertion that such an incident is likely. Matters such as the temperament of the dog, physical evidence, witness and participant statements and past history will inform the investigation. Based on the investigation, the Animal Control Officer will make a recommendation to the General Manager in regard to the making, or otherwise, of a dangerous dog declaration and the application of any other penalties.

If a dog is declared dangerous, the General Manager will serve a notice on the owner of the dog advising of the declaration, the reasons for it and the owner's appeal rights in the Tasmanian Civil and Administrative Tribunal.

When a dog is declared dangerous, the owner or person in charge of the dog has to meet specific control provisions in accordance with the Act.

Animal Control Officers will perform random inspections each year to ensure a declared dog is being kept in accordance with the requirements of housing a dangerous dog.

11. POLICY REVIEW PERIOD

This dog management policy will be reviewed in accordance with the Act. Section 7(4) of the Act requires Council to review its dog management policy at least once every 5 years. Council may review its dog management policy sooner in the event of any change in the legislation.

Council Report: Finalisation of Dog Management Policy and Code of Responsible Dog Ownership

Purpose

To present the finalised Dog Management Policy and Code of Responsible Dog Ownership for adoption, following public consultation conducted in accordance with Council's resolution.

Background

Under section 7 of the *Dog Control Act 2000*, Council is required to develop and maintain a Dog Management Policy. The Northern Midlands has a significant population of both companion and working dogs, and clearer guidance is needed for dog owners, breeders, commercial operators, and Council officers on matters such as animal care, nuisance management, identification, and kennel licensing. Although State reforms have been anticipated for some time, they have not yet occurred, making a revised and locally responsive policy framework essential.

Council last reviewed the Policy in August 2024, implementing only minor administrative amendments in anticipation of legislative updates. Since these have not progressed, the current review focuses on strengthening responsible ownership measures, improving community understanding of enforcement actions, and enhancing community education regarding their requirements under the Act.

A key improvement is the inclusion of a declaration on the *Dog Registration Form*, ensuring owners acknowledge their legal responsibilities under the Policy and the *Dog Control Act 2000*, supported by an advisory statement on welfare regulations. This includes notification that breeding limits under the *Animal Welfare (Dogs) Regulations 2016* apply, and that Council will report suspected breaches to the RSPCA, reinforcing Council's commitment to animal welfare.

The Policy also required clearer and more structured guidance on the kennel licence application, notification, assessment and enforcement processes. The revised Policy provides comprehensive information about:

- legal requirements for obtaining and renewing a kennel licence;
- public notification and objection rights;
- assessment criteria including property suitability and amenity considerations;
- General Manager's authority under sections 54–55 of the Act;
- conditions for refusal, cancellation, and appeal rights through TASCAT.

These updates improve transparency, support responsible breeding and housing of dogs, and better address emerging concerns such as unregulated breeding practices.

Following Council's decision on 23 June 2025 (Minute No. 25/194), the revised draft *Policy and Code of Responsible Dog Ownership* were released for public consultation between 25 July and 22 August 2025. Feedback has informed further amendments to strengthen enforceability, promote animal welfare, and reflect the social and mental health benefits dogs provide to the community.

The updated Policy aims to:

- protect community amenity and public safety;
- promote high standards of animal welfare;
- provide fair, consistent, and transparent regulation for all dog owners;
- support evidence-based compliance and decision-making.

The revised Dog Management Policy and Code of Responsible Dog Ownership is now presented for Council adoption.

Community Consultation

Public consultation was undertaken between 25 July and 22 August 2025, in accordance with the Act.

Public notices appeared in *The Examiner* on Saturdays 26 July, 2 August, 9 August, and 16 August 2025. Hard copies of the information and submission forms were available to the public at the Council Office, 13 Smith Street, Longford, and at Campbell Town Town Hall, 75–77 High Street, Campbell Town. The information was also available on Council's website, via its social media channels (Facebook and Instagram), and through direct stakeholder engagement.

A total of 43 submissions were received from residents, breeders, organisations, and other stakeholders.

Key feedback themes and outcomes from the consultation are summarised below:

1. Kennel Licences & Dog Number Restrictions

- **Opposition to Blanket Limits:** Many submissions opposed strict limits on dog numbers, particularly in rural or large-block settings, citing concerns about responsible ownership, breeding, and community impact.
- **Support for Case-by-Case Assessment:** There was strong support for assessing kennel licence applications individually, rather than applying uniform restrictions.

- **Stakeholder Support:** RSPCA Tasmania supported proposed limits but recommended transitional provisions.
- **Mental Health & Social Benefits:** Submitters highlighted the role of dogs in supporting wellbeing and disability needs.
- **Economic Impact:** Concerns were raised about potential negative effects on local breeders and businesses.

2. Zoning, Property Size, and Breeding

- **Small Breeder Concerns:** Submissions called for fair treatment of small-scale breeders in residential zones.
- **Differentiated Approach:** Suggestions were made to vary dog limits based on property size and zoning.
- **Expert Engagement:** Stakeholders recommended consultation with Dogs Tasmania and other expert bodies.
- **Unregistered Breeding:** Concerns were raised about unregulated breeding and animal welfare compliance.

3. Nuisance, Dangerous, and Noisy Dogs

- **Barking & Aggression:** Submissions described ongoing issues and called for stronger enforcement.
- **Owner Accountability:** There was support for increased responsibility and penalties for repeat offenders.
- **Dog Waste:** Feedback included calls for better enforcement of clean-up rules in public spaces.

4. Governance and Enforcement

- **Mixed views:** perceived over-governance vs calls for more rigorous enforcement, as follows:
 - **Concerns About Over-Regulation:** Some submitters felt existing powers were sufficient if properly enforced.
 - **Support for Policy Changes:** Others supported the draft policy, citing increased urban density and community needs.
- **Comparative Analysis:** Recommendations were made to align with progressive policies from other councils.
- **Stakeholder Engagement:** Continued engagement with breeders and organisations was encouraged.

5. Fee Structure and Definitions

- **Fee Transparency:** Submissions called for fair and transparent registration fees.
- **Clarity in Definitions:** Requests were made for clearer terminology and public education initiatives.

6. Additional Issues

- **Cat Management:** Some feedback suggested greater regulation of cats.
- **Infrastructure:** Requests were made for improved dog park facilities.
- **Consultation Satisfaction:** Several submitters expressed appreciation for the consultation process.

Policy Amendments Responding to Feedback

Following the statutory consultation period, the draft Policy was amended to strengthen clarity, fairness, and alignment with legislation, as follows:

- Provided clearer legal explanation of kennel licence decision-making under sections 54–55 of the Dog Control Act 2000, including discretionary powers of the General Manager (Part 4 of the Act).
- Removed any implication of blanket restrictions based solely on property zoning, confirming that kennel licence applications are assessed case-by-case with regard to property size, density, welfare, and amenity considerations.
- Enhanced nuisance and enforcement provisions, including stronger direction on owner accountability and repeat-offender management.
- Improved and expanded key definitions, including Companion Dog, Accredited Trainer and Boarding Facility, to support accurate interpretation and compliance.
- Strengthened community education commitments, including information on welfare responsibilities, containment, and registration requirements (Section 3).
- Added a mandatory acknowledgement on the Dog Registration Form noting legal breeding limits under the *Animal Welfare (Dogs) Regulations 2016*, and Council's responsibility to notify the RSPCA of suspected breaches.
- Clarified notification requirements for kennel licence applications, including letterbox drops to residents and owners within a 200-metre radius.
- Recognised the social and mental health benefits of companion animals within the Policy objectives and narrative.
- Included transition arrangements for existing dog owners who may currently exceed the standard dog limits, supporting continuity while ensuring compliance over time.

- Applied minor editorial, structural and formatting improvements to enhance readability and alignment with Council policy standards.

Recommendation

That Council:

1. Adopt the final Dog Management Policy and Code of Responsible Dog Ownership as presented.
2. Note the outcomes of the public consultation and the amendments made in response.
3. Continue stakeholder engagement and education initiatives to support responsible dog ownership.



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DOG MANAGEMENT POLICY AND CODE OF RESPONSIBLE DOG OWNERSHIP

Originated Date: Adopted (as Policy 30)

Amended Date/s: Amended 23 April 2007 – Min. No. 111/07
Amended 15 December 2010 – Min. No. 351/10
Amended 27 June 2016 – Min. No. 173/16
Amended 20 August 2018 – Min. No. 222/18
Reviewed 19 August 2019 – Min. No. 242/19
Reviewed 19 August 2024 – Min. No. 24/0271

Applicable Legislation: *Dog Control Act 2000*
Dog Control Regulations 2021
Animal Welfare Act 1993
Land Use Planning and Approvals Act 1993

Objective The objectives listed in this section have been developed to guide the Dog Management Policy and to ensure that Council consistently and effectively fulfils its responsibilities under the *Dog Control Act 2000*, particularly with regard to the protection of residents' rights.

The objectives of the Policy are:

1. To ensure that owners of dogs comply with their obligations under the *Dog Control Act 2000*.
2. To prevent the danger caused by dogs to the public and to other dogs and animals.
3. To minimise the distress and nuisance caused by dogs to the public.
4. To actively promote the responsible ownership of dogs.
5. To provide for the reasonable exercise and recreational needs of dogs.
6. To Provide routine patrols during normal business hours.
7. To Provide an emergency after-hours dog management service to collect dogs at large provided that the dog has been secured.

To provide an emergency after-hours dog management service if a dog attack occurs.

Administration: Governance

Review Cycle/Date: Every five years in accordance with section 7(5) of the *Dog Control Act 2000*

1. INTRODUCTION

Section 7 of the *Dog Control Act 2000* specifies that Council must implement a policy relating to dog management in the Northern Midlands. The Northern Midlands Council has identified a number of goals to ensure residents and visitors are protected, and to ensure Council consistently and effectively fulfils its responsibilities under the *Dog Control Act 2000*.

2. CODE OF RESPONSIBLE DOG OWNERSHIP

Council is committed to the objective of promoting responsible dog ownership and has adopted the following code which requires dog owners to:

- Ensure that the dog is kept under control at all times and when in a public place it must be on a lead not exceeding 2 metres.
- Ensure that the dog is registered in accordance with the *Dog Control Act 2000*, with a financial incentive provided for owners to de-sex dogs that are not being kept for intentional breeding purposes



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- Ensure that the dog receives necessary care and attention in accordance with good veterinary practice, and is supplied with adequate food, clean water and shelter.
- Ensure that the dog receives adequate exercise.
- Ensure the dog, by age 6 months, has an approved microchip implanted.
- Take all reasonable steps to ensure that a dog does not cause a nuisance to any other person, whether by persistent or loud barking/ howling or by any other means.
- Take all reasonable steps to ensure that a dog does not injure, endanger, intimidate, or otherwise cause distress to any person.
- Take all reasonable steps to ensure that a dog does not injure, endanger, or cause distress to any stock, poultry, domestic animal, or protected wildlife.
- Take all reasonable steps to ensure that a dog does not damage or endanger any property belonging to any other person.
- Comply with all regulations under the Dog Control Act 2000, including the requirement for the person in charge of a dog to immediately remove and dispose of faeces left by the dog in a public place or in a place not owned by the person.

3. EDUCATION

Council makes available a pamphlet which includes information on:

- the requirements of the Dog Control Act 2000;
- the code of responsible dog ownership;
- the role and function of Council and Council's responsibilities to the community regarding dog management;
- services available to assist community members to be responsible dog owners.

Council Officers will, upon request, visit local schools to make presentations to students on dog ownership issues and responsibilities.

4. FEE STRUCTURE

Council strives to set dog registration fees that are affordable for dog owners, yet provide a return for the costs associated with the delivery of dog control services.

Dog owners are encouraged to register their dogs early in the financial year. Encouragement in this regard is offered by the way of a discount if registration fees are paid prior to the 31st of August each year.

In developing registration fees each year Council utilises the following principles:

- Owners of de-sexed dogs are levied an amount as affordable as possible.
- Owners who choose to keep entire dogs (either male or female) are required to pay a higher level of fees.
- Pensioners are provided with an opportunity to register their first dog at a discounted rate.
- Owners with disabilities who keep either guide dogs or hearing dogs are not charged.
- Owners of dogs kept for breeding purposes and registered with the Tasmanian Canine Association are levied a fee that recognises the purpose for which they are kept. The fee will, however, be discounted from that which would normally apply to an entire animal.
- Owners of Greyhounds registered with the Tasmanian Greyhound Racing Board are provided with an opportunity to register the animal at a discounted rate.
- Owners of working dogs are provided with an opportunity to register the animal at a discounted rate.
- Owners of certified hunting dogs are provided with an opportunity to register the animal at a discounted rate.
- Failing to provide evidence of microchipping at time of registration incurs an additional fee.

Owners seeking concessional registration need to produce written evidence of eligibility as prescribed in the Act. In



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the case of working dogs, a demonstration of working stock may be required. Breeders must produce a current Stud Prefix issued by the TCA.

Council sets its dog fees at its ordinary Council meeting held in May of each year. The fees are advertised and standard renewal notices are provided to all those who have registered a dog previously.

5. DECLARED AREAS – OFF LEAD

Under the Act, Council can declare dog exercise areas on land solely under the jurisdiction of the Council, where dogs can be exercised off the lead if under effective control at all times. (You must be able to demonstrate that your dog is immediately responsive to your commands in an off leash area.)

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Council will continue to investigate the suitability of these and other areas and their facilities for this purpose and undertake upgrades or declare new sites as needed.

6. MUNICIPAL DOG POUND

Council has a contract arrangement with a local dog pound to meet its obligations under the *Dog Control Act 2000*.

After 3 days, if the owner cannot be identified, every effort is made to secure an alternative home for dogs which are impounded and have not been claimed. However, dogs will be euthanised as a last resort when required.

When a dog owner has lost their dog, they are encouraged to call Council in the first instance on 6397 7303 during business hours, or the after hours Animal Control on call number.

7. KENNEL LICENCES

Under the *Dog Control Act 2000*, a person must apply to Council's General Manager for a kennel licence if more than two dogs over the age of six months, or more than four working dogs over the age of six months, are to be kept on their premises.

Council requires a kennel licence applicant to advertise the licence application, including the specific number of dogs and their breed/kind, in the Examiner newspaper. Any person residing within 200 metres of the boundary of the premises may object against the granting of the licence. Council will also letterbox drop all residences within 200 metres of the premises applying for the licence and will inform by letter owners of properties within the 200 metre range who do not live at the property.

Council, upon payment of the required fee, renews kennel licences on an annual basis. Council requires the holder of a kennel licence to apply for a new kennel licence if significant change in the breed/kind and/or number of dogs has occurred since the last licence was issued.



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Kennel licences are required to be renewed annually prior to the start of the financial year. During the period of the licence, Animal Control Officers will perform random inspections to ensure that the licence conditions are being met.

8. COMPLAINTS AND NUISANCE PROVISIONS

Council considers every complaint received.

Issues raised will be investigated by collecting evidence and considering all of the facts presented. Where necessary Council will institute proceedings against a dog owner for an offence under the *Dog Control Act 2000*.

Council makes every effort to ensure vexatious and false complaints are avoided and/or promptly managed.

Council will not act on anonymous complaints

It is essential that Council has access to the Complainant's name, address and contact details as well as the details of the complaint. This information is strictly confidential, unless the matter goes to Court. The Complainant must be prepared to lodge a formal complaint (if required) and/or appear as a witness in any court proceedings.

Animal Welfare issues are to be directed to the RSPCA

9. DOG AT LARGE

It is a requirement of the *Dog Control Act 2000* that a dog be under effective control at all times whilst in a public place. This means on a lead held by a person able to control the dog or, if in an area where a lead is not required, the dog is within sight of the person and is immediately responsive to the person's commands.

A dog that is not under effective control within a public place or is in or on premises without the consent of the occupier is considered a 'dog at large'.

Whilst Council will, on first offence, seek to reunite dogs at large with their owners with no penalty. However, fees and charges will apply where after hours call out or impounding are required. Subsequent offences may incur further penalties in accordance with the regulations to the *Dog Control Act 2000*.

10. DANGEROUS DOGS

The *Dog Control Act 2000* makes specific provision for dogs that may be considered a danger to other animals or persons within the community. A dog may be declared dangerous by the General Manager if it has caused serious injury to a person or another animal or there is reasonable cause to believe that the dog is likely to cause such injury.

Council's Animal Control Officer will undertake an investigation of any alleged incident or assertion that such an incident is likely. Matters such as the temperament of the dog, physical evidence, witness and participant statements and past history will inform the investigation. Based on the investigation, the Animal Control Officer will make a recommendation to the General Manager in regard to the making, or otherwise, of a dangerous dog declaration and the application of any other penalties.

If a dog is declared dangerous, the General Manager will serve a notice on the owner of the dog advising of the declaration, the reasons for it and the owners appeal rights before the Magistrates Court.

When a dog is declared dangerous, the owner or person in charge of the dog has to meet specific control provisions in accordance with the *Dog Control Act 2000*.

Animal Control Officers will perform random inspections each year to ensure a declared dog is being kept in accordance with the requirements of housing a dangerous dog.



NORTHERN MIDLANDS COUNCIL POLICY MANUAL

11. POLICY REVIEW PERIOD

This dog management policy will be reviewed in accordance with the *Dog Control Act 2000 Section 7(4)*. Council is to review its dog management policy at least once every 5 years.

Northern Midlands Council Account Management Report						Scheduled and Actual Works by Month														
Annual Budget					YTD Actual		Annual Budget		Actual Expenditure						Scheduled Work					
\$					\$															
2025/26 for year to 31 October 2025					Spent %			B/fv	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Capital Expenditure - Governance																				
Fleet, Plant & Equipment, Land and Buildings																				
Capital Expenditure - Corporate Services																				
Equipment & Buildings -Corporate Services																				
700017	Fleet - F17 Corporate Services	25,000	-	0%																
715300	Corp - Computer System Upgrade	301,500	19,075	0%																
Total Equipment & Buildings - Corporate Services																				
Capital Expenditure - Regulatory and Community and Development Services																				
Fleet, Plant & Equipment																				
Capital Expenditure - Works Department																				
Fleet, Plant & Depot																				
700001	Fleet - F1 Mitsubishi Triton	21,000	-	0%																
700003	Fleet - F3 Works Supervisor	20,000	-	100%																
700005	Fleet - F5 Works Manager Vehicle	30,000	-	0%																
700011	Fleet - F11 Light Truck	89,000	18	0%																
700012	Fleet - F12 Light Truck Litter Collection North	-	18	100%																
700014	Fleet - F14 Building Service Light Truck	60,000	-	0%																
700015	Fleet - F15 Light Truck	30,000	18	0%																
700015.1	Fleet - F15 Light Truck - Crane on back	16,000	-	0%																
700018	Fleet - F18 Utility	-	73,552	100%																
700024	Fleet - F24 Light Truck Reserves	-	18	100%																
700039	Fleet - F39 Truck 10 Yard	-	18	200%																
700051	Fleet - F51 Excavator	-	-	0%																
700052	Fleet - F52 Backhoe	120,000	18	0%																
700054	Fleet - F54 Excavator	75,000	134,960	100%																
700061	Fleet - F61 Tractor	-	18	0%																
700065	Fleet - F65 Tractor	150,000	18	0%																
700066	Fleet - F66 Reach Arm and Slasher for F65	95,000	-	0%																
700101	Fleet - F101 John Deere 1585 Mower	50,000	-	0%																
700143	Fleet 143 - Tool triler (Building)	20,000	-	0%																
700146	Fleet - F146 Water Tanker (North) Replacement/Extension	40,000	-	0%																
700169	Fleet 169 - Grader Blade	20,000	-	0%																
700170	Fleet - Wood Chipper	120,000	-	0%																

700177	Fleet - F177 Utility	30,000	-	0%															
700182	Fleet - F182 Mitsubishi Triton - Works	-	27,527	100%															
700184	Fleet - F184 Utility	20,000	-	0%															
700188	Fleet - F188 Ride On Mower	30,000	-	0%															
700196	Fleet - F196 Zero Turn Mower	12,000	-	0%															
700205	Fleet 205 - GPS Receiver	-	56	100%															
704226	Lfd - 57-59 Hobhouse St Longford (Stormwater Easement purchase)	-	336	100%															
715320	Works - Purchase Small Plant	45,000	19,209	13%															
720200	Works - Longford Depot Improvements	150,000	1,608	4%															
720201	Works - Ctown Depot Improvements	-	2,147	0%															
Total Fleet, Plant & Depot		1,243,000	258,869	76%															
All Areas - Town Entrance Landscape/Beautification																			
707899	BUDGET ONLY NO ORDERS All Areas - Signage Projects	40,000	-	0%															
751614	Lfd - Entrance Roundabout Landscaping	-	1,351	100%															
Total All Areas - Town Entrance Landscape/Beautification		40,000	1,351	8%															
All Areas - Street Furniture																			
715255	BUDGET ONLY NO ORDERS All Areas - Street Furniture	100,000	-	0%															
715255.19	Ctown - War Memorial Oval Street Furniture	-	21,583	100%															
715255.21	Pth - Perth Recreation Ground seating	-	1,472	100%															
Total All Areas - Street Furniture		100,000	23,055	46%															
Recreation																			
707966	Lake Leake - Mobile Base Station	-	66,527	-99%															
707980	Lfd - Cemetery Improv to Road Irrigation, Seats, new Sheaths	25,000	28,793	1%															
707978.5	Evan - Recreation Ground - Cricket Pitch Cover	-	650	101%															
Total Recreation		25,000	95,971	95%															
Cressy Recreation Ground Redevelopment																			
707926.7	Cry - Recreation Ground Carpark area and dump point	110,000	5,769	-5%															
Total Cressy Recreation Ground Redevelopment		110,000	5,769	77%															
Lfd-Rec Ground Amenities Redevelopment																			
707717	Lfd - Rec Ground Training Oval Place fill and Formation	225,000	-	0%															
Total Lfd-Rec Ground Amenities Redevelopment		225,000	-	16%															
Other Recreation Projects																			
706973	Ctown - Conara Park Improvements	20,000	-	0%															
706975	Ctown - Harold Gatty Reserve improvements	-	935	100%															
706977	Pth - Napoleon Street Playground incl design	650,000	3,138	0%															
706978	Pth - William Street Reserve, Small Boat Ramp	25,000	-	0%															
706988	Pth - Recreation Ground Junior Soccer Field	-	165,350	100%															
707724.5	Ross - Pool Roller System	15,000	16	0%															
707737.5	Ctown - Valentine Park Irrigation	40,000	-	0%															
707801	All Areas - Private Power Pole Replacement	-	494	100%															
707889	BUDGET ONLY NO ORDERS All Areas - Playground Shelters	75,000	-	0%															
707924	Cry - Pool Solar Blanket Replacement	-	339	100%															
708044	Ross - Church St Nature Strip Irrigation Upgrades	12,000	-	0%															
708060	Cry - Macquarie Street River Reserve Fencing, Carpark and Picnic Tables	-	1,871	100%															
708063	Evan - Pioneer Park Play Equipment and Masterplan Upgrades	350,000	-	0%															

708075.1	Lfd - Laycock/Wellington Street Playground - Preliminaries	-	280	100%																
708080.8	Lfd - Bishopsbourne - External Painting	22,000	-	100%																
708089	Lfd - Bruce Place subdivision	-	219	200%																
708091	Cry - Basketball Court (Half)	10,000	-	0%																
708093	Ross - Basketball Court (Half)	36,550	-	0%																
711181	Rden - Storrs Creek Road - Major Digouts	-	210	100%																
715255.4	Pth - William St Reserve BBQ	-	118	200%																
715255.6	Evan - Reseal White Hills Rd Ch 2.35 to Ch 4.285	-	5,130	200%																
788678	Pth - recreation Ground - Boundary Fence replacement	12,000	13,152	43%																
788679	Ctown - Pool fencing alterations	10,000	-	0%																
788680	Pth - Recreation Ground - Pitch cover	7,500	-	0%																
Total - Other Recreation Projects		1,285,050	- 143,644	79%																
Total Recreation		1,785,050	- 31,738	64%																
Buildings																				
706970	Pth - Charles Berryman Reserve, toilet upgrade	100,000	-	0%																
706971	Ctown - Blackburn Park, single toilet	120,000	-	0%																
706972	Lfd - St George's Square, toilet replacement	200,000	9,773	5%																
707758	Lfd - Caravan Park Amenities Improvement	-	1,396	105%																
707867	Avoca - Public Toilets Upgrade of Septic Tank, Gates and Building	250,000	2,062	0%																
707927	Epping - Hall Weatherboard Replacement	15,000	30,525	49%																
708056	Ross - Mens Shed Building Upgrades	-	1,342	149%																
720145	Evan - Honeysuckle Banks Reserve Toilet, Dump Point, Improvements	175,000	863	-1%																
		860,000	45,959	45%																
Lfd - Longford Community Sports Centre Redevelopment																				
707752.985	Lfd - Sports Centre, Basketball Back Boards	60,000	-	0%																
707990.64	Lfd - Sports Centre, Energy Upgrade Grant Application (Solar)	75,661	-	0%																
Total Lfd - Longford Community Sports Centre Redevelopment		135,661	-																	
Ross - Caravan Park Upgrades																				
707803.1	Ross - Caravan Park Amenities Upgrade	25,000	-	0%																
		25,000	-	-																
Other Buildings																				
706980	Cry - Pool Shade replacement	40,000	788	0%																
707775	Avoca - Hall Toilet Upgrade	45,000	-	0%																
707920	All Areas - Public Buildings Asbestos Removal	-	3,680	100%																
707933	Rossarden - Public Toilet Improvements	15,000	-	0%																
707955.5	Evan - Community & Visitor Centre Roof Works	10,000	-	0%																
708051.5	Ross - Drill Hall - Weatherboard replacement	25,000	7,384	30%																
708079	Ctown - King Street Hall, heating and painting and kitchenette	35,000	-	0%																
708081	Lfd - Council Offices - Improvements doors to C&D, bin enclosure, cracki	65,000	-	0%																
708081.5	Lfd - Queens Walk, brick wall restoration	-	172	100%																
708087	Lfd - Town Hall - improvements incl foyer dampness	50,000	-	0%																
708087.2	Lfd - Town Hall - Solar System	-	168	100%																
708087.5	Lfd - Town Hall, replacement of front doors	25,000	626	-3%																
715345	Evan - Reseal White Hills Rd Ch 2.35 to Ch 4.285	-	64,779	97%																
715350	All Areas - Public Building Improvements not yet allocated	150,000	1,199	0%																
720135.5	Evan - Pioneer Park Toilets Upgrade - Public Shower	5,000	-	0%																

Total Other Buildings		465,000	77,543																
Total Buildings		1,485,661	123,502																
Longford Memorial Hall & Main Street Project																			
707987.001	Lfd - Main Street Project - Footpath - Abel Tasman Avenue (Legend Wall	-	3,050	0%															
707987.1	Lfd - Main Street Project - Preliminaries	-	-	0%															
707987.1302	Lfd - Main Street Project - Footpath - Union Street (Latour St Flood Leve	-	174,418	0%															
707987.1612	Lfd - Main Street Project - Footpath - Union Street Reserve (to Railway B	-	184,324	0%															
707987.1613	Lfd - Main Street Project - Footpath - Union St (Wellington to Flood Leve	-	157,726	0%															
Total Longford Main Street Project		-	519,518	-															
Waste Management																			
712950	Recycling - MGB Purchase (Replacements Only)	-	2,381	-100%															
712951	Recycling - Bin Purchase (New Services)	17,500	-	0%															
712952	Waste - Bin Purchase (Replacements Only)	17,500	2,943	0%															
712953	Waste - MGB Purchase (New Services Only)	-	1,252	100%															
751615.5	Lfd - Waste Transfer Station - Weighbridge installation	140,000	104,297	43%															
751615.6	Lfd - Waste Transfer Station - Facility Systems Upgrade	-	17,182	143%															
788676	Ctown - Waste Transfer Station - Power water and replace site office	110,000	295	243%															
788677	Ctown - Pool - New rollers and toddler covers	20,000	-	0%															
Total Waste Management		305,000	128,351	85%															
Roads																			
Lfd - Gay St George St at Goderich St																			
750471.6	Lfd - George St Park to Gay Reconstruction Footpath	53,795	-	0%															
Total Lfd - Gay St George St at Goderich St		53,795	-	85%															
LFD - Main Street Program																			
707987	Lfd - Urban Street Design Wellington StmFootpaths Outstands Landscap	793,971	-	0%															
Total Lfd - Main Street Program		793,971	-	0%															
Perth Main Street & Bypass - Associated Works																			
751425	Pth - Youl Road K&G Seal Verge and Bike Track from Phillip	600,000	443,580	0%															
752025	Pth - Main Street Program	335,795	957,577	47%															
752025.7	Pth - Main Street Project - Jumbo Bins	-	1,744	147%															
752015	Perth - Bypass Associated Works	-	400	147%															
Perth Bypass - Associated Works		935,795	1,403,301	3															
Resealing Program																			
715005.0000	Roads - Resealing All Areas	800,000	-	6%															
715005.0344	Evan - Reseal Deddington Rd Ch 6.790 to 8.102	-	5,610	0%															
715005.0345	Evan - Reseal Deddington Rd Ch 8.102 to 9.124	-	3,021	0%															
715005.0772	Ctown - Reseal Macquarie Rd Ch 31.020 to 31.625	-	810	106%															
715005.1049	Evan - Reseal Relbia Rd White Hills to Ch 1.375	-	20,610	100%															
715005.1214	Ross - Reseal Tooms Lake Rd Ch 3.160 to Ch 3.510	-	3,150	200%															
715005.1378	Evan - Reseal White Hills Rd Ch 0.330 to 1.500	-	2,520	300%															
715005.1379	Evan - Reseal White Hills Rd Ch 1.500 to 2.350	-	2,448	400%															
715005.1380	Evan - Reseal White Hills Rd Ch 2.35 to Ch 4.285	-	11,462	500%															

715005.1381	Evan - Reseal White Hills Rd Everton Ln to Relbia Rd	-	1,667	600%
715005.1382	Evan - Reseal White Hills Rd Relbia Rd 4.840 to seal change 5.650	-	2,333	700%
Total Resealing Program		800,000	53,631	88%
Resheeting Program				
715125	Southern - Resheeting	250,000	154,620	14%
715460	Roads Northern - Resheeting	250,000	25,180	9%
Total Resheeting Program		500,000	179,801	11%
Footpath Construction Program				
750000	BUDGET ONLY NO ORDERS All Areas - Asphalt Footpath Replacements	50,000	-	0%
750013.6	Cry - Archer Street - Wilson to King	45,000	-	100%
750181.6	Ctown - Bridge Street, High to Peddar footpath	15,000	5,017	0%
750511.6	Lfd - Goderich St Park to Gay footpath	55,100	-	100%
751614.6	W/Junct - Hobart Road Shared Path Way	873,000	7,889	7%
750797.6	Cry - Main St Foopaths, Church to King three Sections	76,290	-	0%
Total Footpath Construction Program		1,114,390	12,906	38%
Ashby Road Reconstruction				
750041	Ross - Ashby Road Chn 0.8 to 0.320	-	903	2%
750041.91	Ross - Ashby Road Chn 0.8 to 0.320 Stormwater	-	53	102%
750046	Ross - Ashby Road, Chn 3.321 to 5.765	-	1,738	2%
750046.1	Ross - Ashby Road, Chn 3.321 to 5.765 - Excavation	-	-	0%
750046.2	Ross - Ashby Road, Chn 3.321 to 5.765 - Subbase	-	-	0%
750046.3	Ross - Ashby Road, Chn 3.321 to 5.765 - Base	-	-	0%
750046.4	Ross - Ashby Road, Chn 3.321 to 5.765 - Prep for Seal	-	-	0%
750046.5	Ross - Ashby Road, Chn 3.321 to 5.765 - Seal	-	-	0%
750046.8	Ross - Ashby Road, Chn 3.321 to 5.765 - Driveways	-	-	0%
750046.9	Ross - Ashby Road, Chn 3.321 to 5.765 - Other	-	33,810	0%
750046.91	Ross - Ashby Road, Chn 3.321 to 5.765 - Stormwater	-	-	0%
750050.1	Ross - Ashby Road Chn 5.765 to 7.690 Excavation	-	-	0%
750050.3	Ross - Ashby Road Chn 5.765 to 7.690 Base	-	-	0%
750050.91	Ross - Ashby Road Chn 5.765 to 7.690 Stormwater	-	-	0%
750052	Ross - Ashby Road Chn 7.690 to 13.50	1,537,504	23,454	100%
750052.1	Ross - Ashby Road Chn 7.690 to 13.50 - Excavation	-	15,205	200%
750052.2	Ross - Ashby Road Chn 7.690 to 13.50 - Subbase	-	4,349	300%
750052.8	Ross - Ashby Road Chn 7.690 to 13.50 - Driveways	-	1,813	400%
750052.9	Ross - Ashby Road Chn 7.690 to 13.50 - Other	-	3,610	200%
750052.91	Ross - Ashby Road Chn 7.690 to 13.50 - Stormwater	-	132,546	300%
Total Ashby Road Reconstruction		1,537,504	212,200	116%
Catherine Street				
750240	Lfd - Catherine St High to Pultney	-	4,777	0%
750240.1	Lfd - Catherine St High to Pultney Excavation	-	8,071	100%
750240.2	Lfd - Catherine St High to Pultney Subbase	-	3,330	200%
750240.3	Lfd - Catherine St High to Pultney Base	-	9,270	300%
750240.6	Lfd - Catherine St High to Pultney Footpath	-	13,531	400%
750240.7	Lfd - Catherine St High to Pultney Naturestrips	-	-	500%
750240.8	Lfd - Catherine St High to Pultney Driveways	-	1,500	600%
750240.9	Lfd - Catherine St High to Pultney Other	-	1,050	700%

750240.91	Lfd - Catherine St High to Pultney Stormwater	-	1,650	800%
		-	43,178	36
Other Road Projects				
750181	Ctown - Bridge Street, High to Peddar, K&G	85,000	-	0%
750544	Ctown - Main Street Project	8,360,000	338,132	3%
750579	Lfd - Hobhouse St Reconstruction Catherine to Burghley	-	24	0%
750637.6	Ctown - King Street - High to Bridge footpath	95,862	-	100%
788669	Ctown - King Street, From No. 10 to 14 Sth side	-	3,076	2%
788669.6	Ctown - King Street, From No. 10 to 14 Sth side - Footpaths	-	47,575	102%
788669.8	Ctown - King Street, From No. 10 to 14 Sth side - Driveways	-	17,225	202%
750836.91	Lfd - Marlborough St William to Vets - Pedestrian Outstands	100,000	-	0%
751612.9	Pth - Seccombe St Main Rd to Minerva Drive - Speed reducing device	-	2,409	0%
751615	Lfd - Waste Transfer Station Sealing of Entrance & Ramps plus Eastern Si	85,000	27,304	5%
780179	Ctown - Bridge Street, school entrance improvements	-	-	98%
780381	Pth - Drummond Street, Youl to western end, k&g, road reconstruction	600,000	446	5%
780797	Cry - Main Street, No 65 to 97, k&g and verge reconstruction	56,800	-	2%
781365.1	Ctown - West Street Excavation	-	4,278	0%
781365.2	Ctown - West Street Subbase	-	7,316	100%
781365.3	Ctown - West Street Base	-	3,990	100%
781365.91	Ctown - West Street Stormwater	-	2,511	200%
781386	Ctown - William St - Highway to East - K&G	330,000	163	200%
781386.6	Ctown - King Street - High to Bridge footpath	48,600	-	100%
781386.9	Ctown - William St - Highway to East - Other	-	5,995	0%
781402	Lfd - Wilmores Lane, intersection improvements with Bishopsbourne Ro	-	3,305	0%
781751	Pth - Napoleon Street, Frederick to Drummond, k&g road reconstruction	170,830	-	0%
788639	Pth - Oakmount Street Drummond to end, k&g, verge reconstruction	-	104	1%
Total Other Road Projects		9,932,092	457,119	8%
Total Roads		15,667,547	2,362,136	31%
Bridges				
740050	All Areas - Bridge Guard Rail Replacement Allocation (Budget Only)	200,000	-	11%
745474	Ctown - Bridge: 5474 Ashby Rd	-	3,317	0%
745919	Pth - Drummond Street, bridge replacement over Sheepwash Creek	931,756	144,430	6%
748888	Pth - Western Railway Line Culvert Replacement, over sheepwash creek	931,757	4,195	2%
749921.1	Pth - Edward Street, culvert over Sheepwash Creek	731,757	7,304	0%
749999.2	Pth - Cromwell Street, culvert extension over Sheepwash Creek	731,757	4,604	0%
Total Bridges		3,527,027	155,460	3%
Urban Stormwater Drainage				
788575	BUDGET ONLY NO ORDERS Storm Water Drainage - Unallocated Project:	50,000	-	0%
788601.5	WJunct - Gatty Street Overflow path	25,000	-	106%
788623	Pth - Stormwater Philip St Culvert Extension Bridge 9999	-	195	206%
788632	Evan - Stormwater Barclay St Subdivision Contribution	-	160,775	18%
788640.1	Wjuct - 47 Translink Avenue, detention basin extension	655,000	-	38%
788640.5	Wjuct - Translink North, Gross Pollutant Trap	60,000	138	4%
788646	Pth - Stormwater - Arthur Street detention	-	9,810	1%
788655	Ctown - Stormwater Recreation Ground Humceptor Installation	45,000	71,914	1%
788656	Ctown - Stormwater High St west of 1a Bond Street - culvert upgrade	30,000	-	0%
788661	Pth - Stormwater CCTV West Perth	50,000	183	24%

788665	Pth - Stormwater DRF Sheepwash Creek Flood Mitigation Project	-	5,184	101%
788670	Pth - Norfolk Street, WSUD	200,000	-	0%
788674	Pth - Sheepwash Creek - Road lowering link of Tasrail culverts to path, w	60,000	-	100%
788675	Pth - Sheepwash Creek - Open drain widening and deepening 360m	50,000	-	200%
788671	Lfd - Stormwater Model Calibration	-	124	300%
Total Urban Stormwater Drainage		1,225,000	248,046	11
Total Capital - Works Department		25,238,285	3,764,144	35%
Total Capital Works All Departments		25,564,785	3,783,220	36%

Northern Midlands Council Account Management Report

Income & Expenditure Summary for the Period Ended 31 October 2025 (33% Year Completed)

Line Item Summary Totals

Line Item Summary Totals	Operating Statement												% of Budget
	Governance		Corporate Services		Regulatory & Community Services		Development Services		Works & Infrastructure Services		Total Operating Statement		
	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	
1 Wages	726,317	231,512	1,853,847	666,052	314,810	98,056	666,412	220,786	2,796,223	836,362	6,357,609.00	2,052,768.00	32.29%
2 Material & Services Expenditure	672,660	287,198	1,166,240	429,521	119,877	29,146	445,955	463,859	5,067,179	1,648,143	7,471,911.00	2,857,867.00	38.25%
3 Depreciation Expenditure	97,900	0	140,180	0	35,050	0	22,770	0	7,735,450	0	8,031,350.00	0.00	0.00%
4 Government Levies & Charges	10,660	7,035	1,129,237	295,081	3,880	938	0	347	208,090	58,813	1,351,867.00	362,214.00	26.79%
5 Interest Expenditure	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00%
7 Councillors Expenditure	233,300	87,350	0	0	0	0	0	0	0	0	233,300.00	87,350.00	37.44%
9 Other Expenditure	127,129	85,073	579,311	627,696	262,140	82,243	12,480	23,717	164,260	10,555	1,145,320.00	829,284.00	72.41%
11 Oncost	363,158	109,104	909,354	321,229	162,860	47,066	350,525	103,822	1,291,990	344,500	3,077,887.00	925,721.00	30.08%
12 Internal Plant Hire/Rental	5,600	0	33,690	5,597	33,070	892	23,070	2,166	1,178,169	429,345	1,273,599.00	438,000.00	34.39%
13 Internal Rental/Rates	0	0	1,300	0	0	0	0	0	7,740	0	9,040.00	0.00	0.00%
10 Other Internal Transfers Expenditure	0	0	22,140	0	0	504	0	0	0	0	22,140.00	504.00	2.28%
14 Oncosts Paid - Payroll	171,547	97,026	433,154	88,647	58,874	10,885	188,349	27,389	614,851	146,495	1,466,775.00	370,442.00	25.26%
15 Oncost Paid - Non Payroll	265,187	72,552	583,789	180,672	82,833	18,228	270,956	75,093	999,979	230,184	2,202,744.00	576,729.00	26.18%
16 Plant Expenditure Paid	6,830	1,437	25,750	11,583	0	0	21,250	7,039	556,880	387,398	610,710.00	407,457.00	66.72%
	2,680,288	978,287	6,877,992	2,626,078	1,073,394	287,958	2,001,767	924,218	20,620,811	4,091,795	33,254,252.00	8,908,336.00	26.79%
17 Rate Revenue	0	0	(13,895,203)	(13,880,371)	0	0	0	0	(1,783,550)	(1,784,962)	(15,678,753.00)	(15,665,333.00)	99.91%
18 Recurrent Grant Revenue	0	0	(2,236,071)	(855,057)	0	0	0	0	(3,512,401)	(2,332,743)	(5,748,472.00)	(3,187,800.00)	55.45%
19 Fees and Charges Revenue	(437)	(96)	(1,740,130)	(930,514)	(239,741)	(201,947)	(643,591)	(230,138)	(860,210)	(346,904)	(3,484,109.00)	(1,709,599.00)	49.07%
21 Interest Revenue	(790,000)	(98,782)	(86,112)	(10,134)	0	0	0	0	0	0	(876,112.00)	(108,916.00)	12.43%
22 Reimbursements Revenue	(1,000)	(214)	(38,682)	(13,550)	0	(262)	0	0	(5,704)	(1,019)	(45,386.00)	(15,045.00)	33.15%
Interest Expenditure Reimbursed	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00%
Oncost Recoveries - Internal Tfer	(415,550)	(114,732)	(997,943)	(341,660)	(135,223)	(13,609)	(445,543)	(139,797)	(1,583,955)	(377,307)	(3,578,214.00)	(987,105.00)	27.59%
Plant Hire Income - Internal Tfer	(13,020)	0	(47,380)	0	0	0	(46,560)	0	(1,475,820)	(454,448)	(1,582,780.00)	(454,448.00)	28.71%
10 Other Internal Transfers Income	0	0	(587,359)	66,889	0	0	0	(168)	(40,000)	10,914	(627,359.00)	77,635.00	-12.37%
23 Other Revenue	(561,600)	(128,700)	(268,466)	(12,169)	(121)	(956)	0	0	(68,259)	(95,677)	(898,446.00)	(237,502.00)	26.43%
	(1,781,607)	(342,524)	(19,897,346)	(15,976,566)	(375,085)	(216,774)	(1,135,694)	(370,103)	(9,329,899)	(5,382,146)	(32,519,631.00)	(22,288,113.00)	68.54%
Underlying (Surplus) / Deficit Before	898,681	635,763	(13,019,354)	(13,350,488)	698,309	71,184	866,073	554,115	11,290,912	(1,290,351)	734,621	(13,379,777)	
20 Gain on sale of Fixed Assets	0	0	0	0	0	0	0	0	0	(2,478)	0	(2,478)	
6 Loss on Sale of Fixed Assets	0	0	0	0	0	0	0	0	433,630	0	433,630	0	
Net Loss On Disposal of Fixed Assets	0	0	0	0	0	0	0	0	433,630	(2,478)	433,630	(2,478)	
Underlying (Surplus) / Deficit	898,681	635,763	(13,019,354)	(13,350,488)	698,309	71,184	866,073	554,115	11,724,542	(1,292,829)	1,168,251	(13,382,255)	
Capital Grant Revenue	0	0	0	0	(50,000)	0	0	0	(8,441,599)	(2,050,425)	(8,491,599)	(2,050,425)	
Subdivider & Capital Contributions	0	0	0	0	0	0	0	0	(377,927)	0	(377,927)	0	
	0	0	0	0	(50,000)	0	0	0	(8,819,526)	(2,050,425)	(8,869,526)	(2,050,425)	
Operating (Surplus) / Deficit	898,681	635,763	(13,019,354)	(13,350,488)	648,309	71,184	866,073	554,115	2,905,016	(3,343,254)	(7,701,275)	(15,432,680)	

ASSET MANAGEMENT

Originated Date: Adopted on 17 July 2006 – Min. No: 264/06 (as Policy 42)

Amended Date/s: Amended 17 September 2012 – Min. No. 243/12
Amended 18 April 2016 – Min. No. 112/16
Amended 19 July 2021– Min Ref. 272/21
Reviewed 17 November 2025 – Min. No.

Applicable Legislation:

Objective To provide the highest level of service for current and future generations which is a balance between responsible management of assets, meeting the community's expectations and affordability.

To achieve this, assets must be acquired, operated, maintained, renewed and disposed of in a way that continues to meet this objective.

Administration: Corporate Services

Review Cycle/Date: Every 4 years. Next review September **2025 2029**

1. PURPOSE

To set guidelines for implementing consistent asset management processes for Northern Midlands Council.

This policy only considers physical or infrastructure assets with an economic life of greater than 12 months.

The infrastructure assets to be considered includes, but is not limited to, Roads, Footpaths, Kerb and Channel, Bridges, Buildings, Stormwater Drainage, Flood Levees, Plant and Equipment.

2. OBJECTIVE

To ensure adequate provision is made for the long-term renewal of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining an asset management awareness throughout the organisation by training and development.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.
- Take account of whole of life costs when deciding to create, purchase or accept new assets.
- Plan for climate change adaption and mitigation.

3. SCOPE

This policy applies to all Council activities.

4. POLICY

4.1 BACKGROUND

- 4.1.1 Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of Council. This includes ensuring that assets are acquired, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.
- 4.1.2 Council owns and uses approximately ~~\$466m~~ \$512m of non-current assets to support its core business - delivery of service to the community. As a result of its long history and continued growth, these assets vary in age and include heritage registered facilities.
- 4.1.3 Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve our strategic objectives.
- 4.1.4 Adopting asset management principles will assist Council in achieving its Strategic Plan and Long Term Financial Plan objectives.

Asset Management Vision:

To provide the highest level of service for current and future generations which balances the responsible management of assets, meeting the community's expectations and affordability. To achieve this, assets must be acquired, operated, maintained, renewed and disposed of so that they continue to meet this vision.

Asset Management Goal:

To provide the highest level of infrastructure to meet the service delivery requirements of the Northern Midlands community, including its many visitors, now and for future generations.

- 4.1.5 A strategic approach to asset management will ensure that Council delivers the highest appropriate level of service. This will provide positive impact on:
 - Members of the public and staff;
 - Council's financial position;
 - Council's ability to deliver the expected level of service and appropriate infrastructure;
 - The political environment in which Council operates; and
 - The legal liabilities of Council.

4.2 PRINCIPLES

- 4.2.1 A consistent approach to asset management must exist for implementing best-practice asset management throughout all areas of Council.
- 4.2.2 All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.
- 4.2.3 Asset management principles will be integrated within existing planning and operational processes.
- 4.2.4 Asset Management Plans will be developed for major asset classes. The plans will be informed by community consultation and financial planning and reporting.
- 4.2.5 An asset inspection regime will be used to ensure agreed service levels are maintained and asset renewal priorities are identified.
- 4.2.6 Asset renewals required to meet agreed service levels (identified in adopted asset management plans and long term financial plans) will form the basis of annual budget estimates. The service and risk consequences of variations in defined asset renewals and budget resources will be documented in the budget.
- 4.2.7 Service levels defined in adopted asset management plans will form the basis of annual budget estimates. Service and risk consequences of variations in defined services levels and budget resources will be documented in the budget.
- 4.2.8 Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.
- 4.2.9 Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.

4.2.10 Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.

4.2.11 Future service levels will be determined in consultation with the community.

4.2.12 Training in asset and financial management will be provided for Councillors and relevant staff, as necessary.

5. LEGISLATION

Local Government Act 1993 & Regulations under the Act.

6. RELATED DOCUMENTS

- Strategic Asset Management Plan (incorporating the Asset Management Strategy)
- Asset Management Plan: Transport
- Asset Management Plan: Buildings
- Asset Management Plan: Stormwater

7. RESPONSIBILITY

Councillors are responsible for:

- reviewing, adopting and monitoring implementation of an Asset Management Policy, Strategic Asset Management Plan, individual Asset Management Plans (for major asset classes), and any other relevant programs and procedures;
- allocation of appropriate resources for effective asset management;
- high level oversight of asset management delivery;
- maintaining accountability mechanisms to ensure resources are appropriately utilised in achieving organisational objectives;
- decision making based on best practice asset management principles.

The General Manager is responsible for:

- developing, implementing and maintaining an Asset Management Policy, Strategic Asset Management Plan, individual Asset Management Plans (for major asset classes), and any other relevant programs and procedures;
- decision making based on best practice asset management principles;
- reporting to Council on the status and effectiveness of asset management within Council;
- allocating adequate resources to implement the decisions of the Council; and
- promoting best practice asset management principles throughout the organisation.

8. REVIEW DATE

This policy has a life of 4 years. It will be reviewed in September 2025.

ASSISTANCE TO COMMUNITY, SPORTING AND NON-PROFIT ORGANISATIONS

Originated Date:	Adopted 25 July 1994-Minute No 283/94 (as Policy 6)
Amended Date/s:	Amended 11 March 1996 - Minute No 86/96 Amended 13 March 2000 – Min No 115/00 Amended 12 February 2001 – Min No 057/01 Amended 17 September 2012 – Min No 244/12 Amended 17 July 2017 – Min. No. 238/17 Amended 13 December 2021 – Min. No. 21/490 Reviewed 17 November 2025 – Min. No.
Applicable Legislation:	Local Government Act 1993 – section 77.
Objective	To establish a policy relating to the allocation of assistance to: (i) Community/sporting organisations towards special or capital works for the improvement/benefit of Council/ Community owned assets (ii) Non-profit organisations for improvements to facilities
Administration:	Corporate Services
Review Cycle/Date:	Next review 2025 2029

GENERAL

- (a) Assistance be made available from the General Rate for the year following the year of application for assistance in the construction or redevelopment of assets associated with community/sporting and non-profit organisations
- (b) Assistance may be “in kind”, a grant, or a combination of these methods. Assistance is generally up to \$7,500 (excl GST) for improvements of council owned or controlled assets and \$1,500 (excl GST) for non-council projects, and total annual budget allocation is approximately 0.5 percent of rate revenue.
- (c) Council to give public notice for applications by advertisements in at least the Examiner, ~~and Country Courier~~, on website, and by issuing notice to Council facility Management committees within the municipal area of opening and closing dates. Closing dates will be generally 31 March each year.
- (d) Applications shall provide such information as Council requires, but including:
 - i) Project budget, where applicable, and copies of appropriate insurance policies;
 - ii) Copy of Organisational Balance Sheet as at 30 June in preceding year;
 - iii) ABN number if the organisation is registered for the Goods & Services Tax (GST) system.
- (e) Once applications have been received an acknowledgement will be sent.
- (f) Council will determine which projects will be funded and to what amount.

OUTCOMES

The outcomes of this policy will be to:

- meet a clearly demonstrated need
- compliment but not duplicate other locally available services
- encourage projects that are accessible to individuals living within the municipal area
- encourage the involvement of volunteers

ASSESSMENT CRITERIA

The assessment criteria for funding under this policy will include:

- the demonstration of a benefit to the community
- the attempt to meet an unmet community need
- involvement of volunteers to assist with funding of project.

ELIGIBILITY

Any community group, sporting organisation or non-profit organisation whose capital works or equipment project satisfies the guidelines outlined is eligible to apply for assistance.

Grants are not normally given for projects or equipment for which there is a more appropriate funding source.

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

GUIDELINES

- The project must have a clearly stated purpose and a practical plan for achieving this purpose.
- The project must be in response to a clearly demonstrated need, and must be appropriate to that need.
- The project may complement but not duplicate other locally available services.
- The project should be accessible/applicable to all individuals living in the municipal area.
- The project should encourage the involvement of volunteers where appropriate.
- A written quote must accompany each application.
- It is expected that some efforts will have been made towards fund-raising activities to offset the costs of the project.

Assistance may be given to eligible applicants for:

- Material costs for minor capital works.
- Equipment costs for establishing new projects.

Assistance will not be given for money already spent.

Funds are to be expended within 12 months of allocation.

Applications must be completed on the prescribed form.

PRIORITIES

With the limited funds available priority will be given to projects that:

- Demonstrate benefit to the community, particularly to a range of age groups and those who may be disadvantaged.
- Attempt to meet an unmet community need.
- Have no other sources for funding.
- The amount requested does not exceed half the total project cost.
- Improve Council-owned/controlled assets.

BUSINESS CREDIT CARDS: POLICY AND PROCEDURE

Originated Date: Adopted 19 March 2012 – Min. No. 73/12 (as Policy 63)

Amended Date/s: Revised 12 December 2016 – Min. No. 359/16
 Revised 17 July 2017 – Min. No. 235/17
 Revised 13 December 2021 – Mi. No. 21/490
 Reviewed 17 November 2025 – Min. No.

Applicable Legislation:

Objective To provide a work environment which aims to ensure the health, safety, respect and productivity of all employees

Administration: Corporate Services

Review Cycle/Date: Next review ~~2025~~ 2029

1. SCOPE

- 1.1 This Policy applies to the Mayor and all staff of the Northern Midlands Council who are assigned a Business Credit Card.
- 1.2 Conditions set out in this Policy and Procedure, the Northern Midlands Council's Procurement Policy, Fraud & Corruption Policy, and Delegations of Authority.
- 1.3 The Northern Midlands Council uses Commonwealth Bank Business Card - MasterCard.
- 1.4 Commonwealth Bank of Australia is the exclusive supplier of Business Credit Cards to the Northern Midlands Council. The arrangements with the Bank cover all of the Northern Midlands Council's Business Units. No other provider's card will be approved for the duration of our agreement with the Commonwealth Bank.
- 1.5 Cardholders and their managers and supervisors are responsible for ensuring that they adhere to the Business Credit Card policy, thereby ensuring adequate controls are exercised to minimise the risk that Business Credit Cards are used for fraudulent or corrupt purposes. Cardholders and their managers and supervisors are referred to the Northern Midlands Council's Fraud & Corruption Policy for further information on their role in relation to fraud and corruption prevention.

2. ELIGIBILITY

- 2.1 Only the Northern Midlands Council Mayor, senior executive staff, or staff holding a supervisory position can apply for a Business Credit Card.
- 2.2 Staff are eligible to be issued with only one (1) Business Credit Card at a time.
- 2.3 To be eligible for a Business Credit Card, a staff member must meet one or more of the following criteria:
 - 2.3.1 Hold a senior management position within Northern Midlands Council;
 - 2.3.2 Travel frequently in the course of his/her duties either within Tasmania or interstate;
 - 2.3.3 Purchase minor goods and services for use by Northern Midlands Council;

2.3.4 Incur regular frequent expenses of a kind appropriately paid by credit card.

3. LIMITS

- 3.1 The Business Credit Card issued to the Northern Midlands Council General Manager (or delegate) and Corporate Services Manager will be limited to a maximum of ~~\$5,000~~ \$10,000 and be for business expenditures only.
- 3.2 The Business Credit Card issued to the Northern Midlands Council Mayor will be limited to a maximum of \$2,500 and be for business expenditures only.
- 3.3 Business Credit Cards issued to senior management or other staff apart from the General Manager will be limited to a maximum of ~~\$2,500~~ \$5,000 and be for business expenditures only.
- 3.4 Exceptions to these limits and usage rule will be made on a case by case basis by the General Manager, Northern Midlands Council.

4. CONDITIONS OF USE

- 4.1 The Business Credit Card cannot be used:
 - 4.1.1 For purchasing fuel for Council or privately owned vehicles. (See Section below concerning Fuel Purchases).
 - 4.1.2 To obtain cash advances.
 - 4.1.3 For expenses other than those incurred by the assigned officer named on the Card or on behalf of another staff member.
- 4.2 The Business Credit Card is to be used only for official Northern Midlands Council business and not personal expenses. Charging personal transactions to Business Cards is not acceptable under any circumstances. Cardholder transactions will be scrutinised to ensure compliance with this policy.
- 4.3 Infractions of the conditions of this Policy will result in cancellation of the card and withdrawal of Business Credit Card privileges.
- 4.4 Breaching of this policy can lead to disciplinary action against the staff member concerned. In all cases of misuse, the Northern Midlands Council reserves the right to recover any monies from the cardholder. Cardholders will be required to sign a declaration authorising the Northern Midlands Council to recover from their salary any amount incorrectly claimed.
- 4.5 Cardholders may not use their Business Credit Card to obtain cash advances from banks, building societies, credit unions nor automatic teller machines. This prohibition similarly extends to cash equivalents such as bank cheques, traveller's cheques and electronic cash transfers.

5. FUEL PURCHASES

- 5.1 Fuel for Council owned vehicles must be purchased using a Ampol Fuel card and not the Business Credit Card.
- 5.2 An exception to the above rule is where the vehicle is at risk of running out of fuel and there is no Ampol Service Station available. In this case, the Business Credit Card may be used to purchase fuel from a non-Ampol service station.
- 5.3 If fuel purchases are made on the Business Credit Card, these must immediately be brought to the attention of the Council's General Manager.

6. MONTHLY BUSINESS CARD STATEMENTS

- 6.1 The Commonwealth Bank issues statements on a monthly basis, normally on the 15th day. Business Credit Card expenditures must be reconciled with Corporate Services by the last day of each month. Reconciliation by month end allows for a period of two weeks by which time the Mayor and all staff should have submitted documentation for reconciliation. Cardholders who have not acquitted their monthly expenditure within this period will be asked to reconcile their monthly expenditure immediately to avoid having their cost-centre debited for the outstanding statement amount. This procedure will ensure that cost-centre accounting records maintain an accurate and meaningful balance.
- 6.2 Cardholders who do not acquit their monthly expenditures by month end will be sent a reminder of their obligations under this Policy. Continued or repeated non-conformance to this Policy will result in cancellation of the Card and such other actions as appropriate.
- 6.3 If Card expenditures are not reconciled or acquitted within two months of the normal month end reconciliation date and a plausible explanation has not been received by Corporate Services, the Business Credit Card will be cancelled and the Cardholders' Business Unit account debited for the amount outstanding. Note that further action may also be taken against the Cardholder.

7. CARDHOLDER RESPONSIBILITIES

Cardholders are responsible for the following security measures for the use of their Card:

- 7.1 Cardholders must retain transactional evidence to support all charges. An acceptable receipt for reimbursements of claimable business expenses on the Business Credit Card is an original receipt.
- 7.2 Card purchases without receipts are ultimately the responsibility of the user and his/her Unit. A failure to provide receipts or credible explanation for the unsupported expenditure will result in an automatic debit from the Business Unit's account after two months of the original reconciliation month end date.
- 7.3 Reimbursement for return of goods and/or services must be credited directly to the Card account.
- 7.4 Cardholders cannot authorise their own statements or have a subordinate counter-sign for them; however, the expenditure of the Mayor is to be authorised by the General Manager.
- 7.5 Lost or stolen Cards must be reported immediately to the Commonwealth Bank Lost/Stolen Cards unit (telephone 13 22 21) and cancelled immediately. Corporate Services must be notified within 2 business days of this activity.
- 7.6 Persons issued with a Business Credit Card are in a position of trust in regard to use of public funds. Improper or unauthorised use of the Card may result in the Cardholder being held liable for expenditures, legal/disciplinary action being brought against the Cardholder, termination of Card-use and/or termination from the Northern Midlands Council.
- 7.7 Cardholders are responsible for ensuring that their purchases meet the Northern Midlands Council's purchasing criteria outlined in the Northern Midlands Council's Procurement Policy.

8. MANAGEMENT AND SUPERVISORY RESPONSIBILITIES

The transactions of the General Manager are to be verified by the Corporate Services Manager and all other transactions are to be verified by the General Manager, Northern Midlands Council each month.

In verifying the transactions, the General Manager and Corporate Services Manager are to ensure the transactions are business related and the cardholder has supplied supporting documentation. Any unusual transactions must be followed up with the cardholder immediately. Suspected breaches of policy **must** be

referred to Corporate Services without exception.

9. RECORDS MANAGEMENT

- 9.1 All documentation associated with the application for a Business Credit Card will be maintained within the Northern Midlands Council's electronic records management system.
- 9.2 Receipts for all Credit Card transactions will be retained locally within the Corporate Services Unit. Cardholders must be able to produce receipts on-demand for audit purposes. Where electronic document management systems are available to record receipts and/or other evidence of business transactions, this is the preferred medium for storage.

10. AUDIT

- 10.1 Audit of cardholder purchases will occur by the General Manager on a monthly basis as part of the approval process for purchases.
- 10.2 The Council retain the right to query any purchases and investigate those that are deemed inappropriate with business use.



ACCEPTANCE OF BUSINESS CREDIT CARD

I acknowledge receipt of one (1) Commonwealth Bank Business Credit Card, and that I have read and understood the Northern Midlands Council's Policy and Procedures document relating to the use of Business Credit Cards.

Name:

.....

Date:

.....

Signature:

.....

Please return this completed form to the Corporate Services Manager

Name of Issuing Officer:

.....

Title of Issuing Officer:

.....

Signature

of

Issuing

Officer:

.....

CONTRACTUAL INSURANCES

Originated Date:	Adopted 28 July 2003 – Min. No: 271/03 (as Policy 37)
Amended Date/s:	21 September 2015 - Min. No. 270/15 20 January 2020 - Min. No. 016/20 Reviewed 17 November 2025 – Min. No.
Applicable Legislation:	<i>Local Government Act 1993</i>
Objective	To provide criteria for use by Council officers in specifying the type and value of insurances required by contractors when providing works, goods and/or services to the Council.
Administration:	Corporate Services
Review Cycle/Date:	At least every 4 years. Next review 2024 2029.

1. DEFINITIONS

1.1 CONTRACTOR

A person or company entering into a *contract* with the Council to use their labour; or their labour and goods; or their labour, goods and/or equipment to provide works, goods and/or services to the Council and where their appointment does not constitute an employee as determined by the Australian Taxation Office.

Classes of contractors are:

- 1.1.1 Civil Engineering Works Construction Contractor – contractors constructing roads; bridges; stormwater drainage; like civil works; and ancillary items.
- 1.1.2 Building Construction Contractors – contractors constructing or modifying public and Council-controlled buildings.
- 1.1.3 Professional Consultants – consultants providing advice, professional judgment, interpretations, designs or reports to assist Council in arriving at a decision or to commission a project on behalf of Council.
- 1.1.4 Project Managers – consultants acting as the principal's representative in construction contracts and does not undertake any form of discretion in the design or modification of the works.
- 1.1.5 Service Provider Contractor – contractors providing non-technical services that generally are discrete and separate elements (examples: cleaner, cartage contractor (if separate from Civil Engineering Works Construction Contractor), painters, roadside slashing/spraying contractor, waste management collectors/attendants).
- 1.1.6 Tradesman Contractor – tradesmen who provide technical services generally associated with public or building utilities (examples: plumber, electrician, carpenter).

1.2 INSURANCE

1.2.1 PROFESSIONAL INDEMNITY INSURANCE

This is insurance indemnifying the insured against claims for breach of 'Professional Duty' arising out of any negligent act, error or omission whenever or wherever the same was or may have been committed or alleged to have been committed by the Insured in the conduct of the Insured's professional activities (their profession/business).

1.2.2 PUBLIC LIABILITY INSURANCE

This is insurance indemnifying the Insured against legal liability for personal injury and/or property damage claims made by third parties as a result of an accident occurring in connection with the Insured's (Contractor's) business.

1.2.3 WORKERS COMPENSATION AND/OR PERSONAL ACCIDENT INSURANCE

This is insurance of the employer's liability to employees under the *Workers Compensation Act of Tasmania* and at common law.

All contractors who are self employed will be required to submit an appropriate personal accident insurance

policy and/or Income protection policy.

1.2.4 WORKS & GOODS INSURANCE

This is insurance of works and goods under construction or stored on-site by the contractor and to be possessed by the Council after practicable completion of the works. The insurance shall replace the works and goods in the event of damage or thereof.

1.3 CONTRACT

A legally-binding agreement between the Council and another party.

1.4 INDEMNITY

In respect to an Insurance Policy, this term means that the insurance covers the Insured against any loss or compensation for which the Insured may be legally liable up to the amount of the sum insured (indemnity limit).

In respect to a Contractual Agreement, this term means that one party (the Contractor) agrees to pay/compensate the other party (the Principal) for costs that they (the Principal) would otherwise have to pay.

2. APPLICATION

2.1 The following and value of insurances shall apply to the class of contractors as specified in Schedule 1.

Contractor Class	SCHEDULE 1				Indemnity *2
	Insurance				
	Professional Indemnity Insurance	Public Liability Insurance	Workers Compensation/ Personal Accident Insurance	Works and Goods Insurance	
Civil Engineering Works Construction Contractor	x	✓ 20m*1	✓ employee	✓ value	✓ *3
Building Construction Contractor	x	✓ 20m*1	✓ employee	✓ value	✓ *3
Professional Consultant	✓ \$5/10m*1	✓ \$5/10m*1	✓ employee	x	✓
Project Manager	✓ \$5/10m*1	✓ \$5/10m*1	✓ employee	x	✓
Service Provider Contractor	x	✓ \$5/10m*1	✓ employee	x	
Tradesman Contractor	x	✓ \$5/10m*1	✓ employee	x	

Legend:

- x - does not apply.
- ✓ value - minimum value of insurance to be value of contract.
- ✓ employee - as required by State legislation – not required if self-employed. Self Employed Contractors will be required to produce appropriate personal accident and/or Loss of Income Insurance in lieu of Workers Compensation Premium Policy

Notes: *1 Can be reduced to \$5m if value of *contract* is less than \$100,000; or for *Professional Consultant* or *Project Manager* if the project under their control or providing advice on is likely to be valued at less than \$100,000. The values for Professional Indemnity and Public Liability Insurances are minimum values and each contractor shall be considered on a case-by-case basis. The higher values will generally be used if any ramifications (from wrongful decisions) could arise in the medium or long-term due to the nature of the works or likely claim period by third parties.

*2 Indemnity – applies to *Public Indemnity Insurance* and *Public Liability Insurance*

*3 Not required if value of *contract* is less than \$100,000.

2.2 The *insurances* and value that are specified in Schedule 1 shall apply for the whole term of the contract period. *Contractors* who renew *insurances* during the contract period shall provide certified copies of the renewed *insurances* to the Council contract manager before the expiry date or terminated date of the previous *insurances*.

2.3 All contractors are required to supply copies of appropriate insurance policies and sign the Contractor's Agreement in relation to insurances and occupational health and safety requirements prior to commencement of the contract.

3. REVIEW

The Council will review this policy at least every four years.

FINANCIAL ASSISTANCE HARDSHIP

Originated Date: Adopted 27 April 2020 – Min No. 116/20

Amended Date/s: Reviewed 13 December 2021 – Min No. 21/490

Reviewed 17 November 2025 – Min. No.

**Applicable Legislation /
Council Policy:**

This policy relates to and depends on other Council policies, as well as Tasmanian Government legislation, including:

- *Local Government Act 1993*, Part 9 – Rates and Charges, particularly:
 - Section 86A – General principles in relation to making or varying rates
 - Sections 125-127 – Postponement of payment
 - Section 128 – Late payments
 - Section 129 – Remission of rates
- *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*
- *COVID-19 Disease Emergency (Commercial Leases Code) Act 2020*

Rates and Charges Policy (pursuant to section 86B of the *Local Government Act 1993*)

Objective

The purpose of this policy is to enable Council to provide assistance to community members who are suffering financial hardship by providing an appropriate level of relief from Local Government rates.

Administration: Corporate Services

Review Cycle/Date: Initial review July/August 2021; and thereafter, every four years. Next review 2025 2029.

1 PURPOSE

The purpose of this policy is to enable Council to provide assistance to community members who are suffering genuine and serious financial hardship by providing an appropriate level of relief from rates.

2 APPLICATION

2.1 APPLICATION AND INTENT

This policy applies to ratepayers experiencing genuine and serious financial hardship and needing assistance to meet both their basic needs and their rate payment obligations to Council. It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

This policy applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*. This policy does not apply to rates or fees collected on behalf of other authorities in accordance with section 88 of the *Local Government Act 1993*, such as fire service contributions collected pursuant to section 79B of the *Fire Service Act 1973*.

2.2 BACKGROUND

This policy was developed and implemented during the 2020 COVID-19 coronavirus pandemic that spread across the world. To respond to the disease, governments around the world shut down social activities and interaction to prevent transmission, which caused significant impacts on many economic activities and transactions. As a result, many people lost jobs, their clients or their business, destroying incomes and spending. To assist those most critically impacted by the economic slowdown caused by the pandemic Council adopted a robust and a fair hardship policy.

Serious financial hardship can occur at any time, so this policy is designed to address a range of circumstances.

2.3 PRINCIPLES

This policy will be applied in accordance with the following principles:

- i) Consistent, equitable and respectful treatment of residents and ratepayers that is sensitive to their specific circumstances.
- ii) Maintaining Council's ability to provide essential services to our community through appropriately applied rating processes.
- iii) Assisting ratepayers who are suffering genuine and serious financial hardship.
- iv) Ensuring that those able to contribute to local services, continue to do so.
- v) Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- vi) Maintaining confidentiality and privacy of applicants, their applications and any information provided.

3 POLICY

3.1 GENUINE FINANCIAL HARDSHIP

According to the Australian Taxation Office (ATO), individuals are considered to be in serious hardship when they are unable to provide the following for themselves, their family or other dependants:

- i) Food;
- ii) Accommodation;
- iii) Clothing;
- iv) Medical treatment;
- v) Education;
- vi) Other basic necessities.

A number of factors can contribute to or trigger serious financial hardship, including:

- i) Loss of employment of the property owner, family member or household primary income earner;
- ii) Serious illness, including physical incapacity, hospitalisation, or mental illness of the property owner or family member;
- iii) A natural disaster;
- iv) A public health emergency or declared state of emergency;
- v) Family tragedy;
- vi) Family breakdown;
- vii) Financial misfortune;
- viii) Other serious or complicating circumstances.

Community wide issues and circumstances, such as the COVID-19 pandemic, may impact financial hardship, but hardship is always assessed at an individual level, and requires reviewing personal circumstances.

Serious financial hardship involves both low income/cash flow and a low asset base.

Personal property portfolios beyond a primary residence or a business's primary operating space can be used to improve an applicant's cash flow and financial sustainability. Applications for assistance on residential investment properties will not be considered.

3.2 EVIDENCE OF FINANCIAL HARDSHIP

Applicants under this policy will need to provide evidence of their circumstances of financial hardship to justify Council's special consideration of their case. The type of evidence required will depend on individual circumstances and may include, for example, one or more of the following:

- Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment;
- A statutory declaration from an appropriate and independent professional, familiar with the applicant's circumstances (e.g. a family doctor for health-related evidence, a bank official, insurance policy manager, etc.);
- Pending disconnection of essential services, like water, electricity, gas (does not include mobile phone or internet bills);
- Notice of impending legal action;
- Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities;

- Bank notice for example, overdraft call or mortgaged property repossession;
- Employer notice of redundancy or termination of employment;
- Overdue medical bills;
- Letter from doctor verifying the inability to earn an income due to illness or caring for a sick family member;
- Final notice from school regarding payment of mandatory fees;
- Funeral expenses;
- Repossession notice of essential items, e.g. a car.

3.3 HOW COUNCIL CAN HELP

The *Local Government Act 1993* provides Council with three methods of rate relief:

- Postponing rate payments (sections 125-127)
- Remission of late payment penalties or interest (section 128)
- Remission of rates (section 129)

3.3.1 POSTPONING RATE PAYMENTS – DEFERRAL ARRANGEMENTS

A postponement of rates is a deferral of payment in part or full and can be for a specified period and subject to any condition determined by Council.

In confirmed cases of financial hardship, a postponement of individual rates payments within a defined period, in whole or in part, will still have to be paid back at a later date, the obligation to pay is only deferred. The postponement arrangement applies to specified payments and other rate payments are not affected and continue to accrue as normal.

The terms of rate postponement arrangements will be proportionate to the applicant's demonstrated financial hardship circumstances, so supplying sufficient evidence of these circumstances is important for developing the appropriate terms.

Rate payment deferrals approved under this section are typically deferred by 3 to 6 months. However, rate deferral arrangements will not exceed two (2) years unless exceptional circumstances exist.

All deferred payments must be repaid as specified in accordance with the deferral arrangement along with any new rates which have been raised, otherwise regular late payment penalties and/or interest will apply.

Ratepayers who are subject to a deferral arrangement who overcome their financial hardship circumstances are encouraged to begin repaying their deferred rates payments as early as they are able.

Council may revoke any postponement of rates payments at any time, in accordance with section 127 of the *Local Government Act 1993*, by giving 60 days notice in writing to the ratepayer.

3.3.2 REMITTING LATE PAYMENT PENALTIES AND INTEREST

For typical circumstances that are not of financial hardship, rates must be paid by the due date and Councils may charge a penalty or daily interest or both for each late payment. However, for confirmed cases of financial hardship, Council may waive late payment penalties, or the interest accumulated, or both, for a specified period that relates to the period of financial hardship.

During a declared state of emergency (e.g. 2020 Covid-19) interest and penalties may be waived for eligible ratepayers for a period of 6 months.

3.3.3 REMITTING RATES

Remission of any rates, late payment penalties or interest, in part or in full, is reserved only for the most serious and exceptional cases of financial hardship. Even in these cases, deferral of rate payments must be applied for and approved first, before an application for rates remission can be considered.

After the applicant has entered into a deferral arrangement, the applicant may apply for remission of rates. The application must demonstrate:

- Financial hardship;

- ii) Exceptional and serious circumstances;
- iii) How the applicant's exceptional financial hardship circumstances make the maximum term deferral arrangement under section 3.3.1 unfeasible and unreasonable to fulfil; and
- iv) How enforcing fulfilment of the maximum term deferral arrangement would only deepen the seriousness of applicant's financial hardship and critically impact their ability to provide for the basic living necessities (food, accommodation, clothing, medical treatment) of the applicant and dependents.

In the interests of community fairness and equity, wherever possible and appropriate in determining rates remission applications:

- i) Deferral arrangements are preferable to rates remission;
- ii) Amounts or proportions of rates to be remitted are to be minimised, for example, below \$1,000 or 50% of rates owed; with the remainder subject to an agreed payment arrangement;
- iii) Instances of rates remission are to be minimised to no more than one rates remission per applicant.

4 APPLICATIONS

4.1 APPLYING FOR FINANCIAL HARDSHIP ASSISTANCE

To seek financial hardship assistance from Council, an application must be made in writing, addressed to the General Manager, and submitted as follows:

- Emailed to council@nmc.tas.gov.au or
- Mailed to P O Box 156, Longford TAS 7301.

Applications must:

- Demonstrate and provide evidence for financial hardship and circumstances (see section 3.2 *Evidence of Financial Hardship*);
- Describe the type of assistance sought, being:
 - Postponing rate payments (a deferral arrangement);
 - Postponing or waiving late payment penalties or interest;
 - Remitting rates, late payment penalties or interest, in part or in full;
- Address the requirements of the relevant subsections of section 3.3 *How Council Can Help*.

4.2 ASSESSING APPLICATIONS

Postponement

Applications for postponement arrangements will be determined with a delegation provided under Section 22(2)(ab) of the LGA 1993:

- i) For amounts less than \$2,500 – the Corporate Services Manager; or
- ii) For amounts of \$2,500 or greater – the General Manager.

Interest & Penalties

Applications for remission of late payment penalties or interest charges will be determined by the General Manager in accordance with delegation provided under Section 22(2)(b) of the LGA 1993.

Remission of Rates

Applications for remission of rates will be determined as follows:

- i) the General Manager may authorise a remission of rates of up to \$1,000 per property in a financial year in accordance with a delegation provided under Section 22(2)(b) of the LGA 1993.
- ii) In circumstances where it is recommended a remission greater than \$1,000 should apply the matter will be referred to the Council in Closed Session.

All applicants will be advised of Council's decision in writing.

APPENDIX A: COMMERCIAL ADDENDUM TO FINANCIAL HARDSHIP ASSISTANCE POLICY

1 INTRODUCTION

1.1 PURPOSE

An Addendum to the Hardship Policy has been provided to achieve a consistent approach to rates assistance for commercial operators across the Northern Midlands Council.

1.2 SCOPE

This Addendum applies to commercial/business ratepayers within the Commercial Land Use Category and Sport & Recreation Land Use Category who are experiencing hardship due to the loss of operating revenue or reduced disposable income.

It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

1.3 PRINCIPLES

The principles are as outlined in the Hardship Policy with only one additional principle that applies to this Commercial Addendum. That is, the principle of proportionality – namely, that any agreed arrangements will take into account both individual and community wide circumstances (such as the COVID-19 pandemic) on commercial ratepayers, with specific regard to their revenue, expenses, and profitability.

2 ADDENDUM

2.1 HOW COUNCIL CAN HELP

The *Local Government Act 1993* provides Council with three methods of rate relief:

- (1) Postponing rate payments (sections 125-127);
- (2) Remission of late payment penalties or interest (section 128); and
- (3) Remission of rates (section 129).

Remission of any rates is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered – see the Hardship Policy for further information.

2.2 IMPLEMENTATION

The Hardship Policy and Addendum were developed and implemented in response to the 2020 COVID-19 pandemic. The circumstances surrounding the pandemic were unprecedented. However, serious hardship can occur at any time.

2.2.1 GENUINE HARDSHIP

Providing assistance to commercial ratepayers who are able to supply evidence of genuine and serious financial hardship.

Evidence may include, for example, one or more of the following:

- Details of closure - including Government enforced closure as a requirement of a natural disaster;
- Tenant correspondence requesting relief (if applicable);
- Other documentation demonstrating that your business is experiencing financial hardship.

All arrangements to support businesses will be proportionate to the evidence of hardship provided.

3. APPLICATIONS

See the Hardship Policy for information on the assessment of applications.

APPENDIX B: APPLICATION FOR FINANCIAL HARDSHIP ASSISTANCE

If you are a Northern Midlands Council ratepayer, you may be eligible for hardship assistance in the payment of overdue rates and charges where you are experiencing genuine and serious financial hardship.

For further information, see Financial Hardship Assistance Policy.

APPLICANT INFORMATION

This application is to apply the following concession(s) on the basis of financial hardship (**please select at least one**):

- ☐ Postponing rate payments (extension of time);
- ☐ Waiver of late payment penalties or interest for the period of financial hardship; or
- ☐ Rates remission.

Remission of any rates is reserved only for the most serious and exceptional cases of financial hardship. Even in these cases, deferral of rate payments must be applied for and approved first, before an application for rates remission can be considered.

If you are applying for assistance for more than one property you must complete an application for each property, as the nature, type and ownership of each may differ.

The following questions are designed to provide the Council with as much information as possible to assist in the application assessment process.

Name of the Property Owner(s):

Name of Applicant:

Please tell us why you are applying for hardship assistance:

Are you the owner of the property?

☐ Yes

☐ No

For what type of property are you applying?

☐ Residential

☐ Commercial

Is the property a rental property?

☐ Yes

☐ No

Rateable Property Details (information as it appears on your rates notice):

Account Number:

Street Address:

Please provide details of how we can contact you:

Name:

Phone Number/s:

Email Address:

FOR RESIDENTIAL PROPERTY APPLICATIONS ONLY:**Current Weekly Income Details:**

Pension or other government benefit (complete details below)

Compensation/Superannuation/Insurance or Retirement income

Spouse or partners income (if applicable)

Other income (rental income, child support)

Interest from banks and financial institutions

Total weekly income

Pension/Benefit details (if applicable):

Type of Pension/Benefit

Compensation/Superannuation/Insurance or Retirement income

Date of Issue

Expiry

Do you have a current pensioner remission on your rates?

☐ Yes☐ No**Current Weekly Expenses:**

Mortgage(s)

Other loans / credit cards

Utilities

Insurance(s)

Other living expense

Total weekly expenses

Please attach documentary evidence to assist us to review and assess your hardship application

(noting that as much supporting documentation as possible should be provided).

- ☐ Evidence of you qualifying for Job Seekers support.
- ☐ Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment.
- ☐ A statutory declaration from an independent professional, familiar with your circumstances.

- ☐ Notice of impending legal action.
- ☐ Employer notice of redundancy or termination of employment.
- ☐ Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities.
- ☐ Accountant or bank statements and notices.
- ☐ Overdue medical bills.
- ☐ Letter from doctor verifying inability to earn an income due to illness or carer responsibilities.
- ☐ Funeral expenses.
- ☐ Final notice from school regarding payment of mandatory fees.
- ☐ Repossession notice of essential items, like a car or motorcycle.
- ☐ Other documentation demonstrating that you are experiencing financial hardship (please describe below):

FOR COMMERCIAL PROPERTY APPLICATIONS ONLY:

Company Name:

Who is currently paying rates for this property?

Please attach documentary evidence to assist us to review and assess your hardship application (noting that as much supporting documentation as possible should be provided).

- ☐ Evidence of your business qualifying for the JobKeeper support package – this alone will qualify as evidence of experiencing genuine financial hardship.
- ☐ Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment.
- ☐ Accountant or bank statements and notices.
- ☐ Details of closure - including Government enforced closure as a requirement of COVID-19.
- ☐ Tenant correspondence requesting relief (if applicable).
- ☐ Commercial and leasing arrangements as a direct result of the COVID-19 pandemic;
- ☐ A statutory declaration from an independent professional, familiar with your circumstances.

☐ Notice of impending legal action.

Please describe and provide other documentation demonstrating the quantum of revenue lost (compared to the same period in the previous year):

SUBMISSION AND ASSESSMENT

Please make sure your application and documentary evidence is addressed to the General Manager, and submitted as follows:

- Emailed to [e.g. council@nmc.tas.gov.au]; or
- Mailed to The General Manager, Northern Midlands Council, P O Box 156, Longford TAS 7301.

Please use the title '**Hardship Assistance Application**' to assist our staff to identify your application quickly. We will be in contact with you as soon as possible to acknowledge your application and provide advice regarding the assessment process. If you have any enquiries or need assistance completing your application, please contact Council's Customer Service Team].

DECLARATION AND SIGNATURE

I confirm that the information provided within this Application for Financial Hardship is accurate, and there have been no misrepresentations or omissions of fact that would otherwise influence the review and decision of Northern Midlands Council.

Signature:

Name:

Date:

PERSONAL INFORMATION PROTECTION STATEMENT

The personal information that Council is collecting from you is deemed personal information for the purposes of the *Personal Information Protection Act 2004*. The supply of the information by you is voluntary. However, if you cannot provide or do not wish to provide the information sought, Council may be unable to process your application or request.

You may make application for access or amendment to your personal information held by the Council. Enquiries concerning this matter can be addressed to the General Manager].

INVESTMENT OF COUNCIL FUNDS

Originated Date:	Adopted 15 December 2008 – Min. No. 310/08 (as Policy 55)
Amended Date/s:	Reviewed 21 September 2015 – Min. No. 270/15 Reviewed 20 March 2017 – Min. No. 89/17 Reviewed 13 December 2021 – Min. No. 21/490 Reviewed 17 November 2025 – Min. No.
Applicable Legislation:	Section 75 of the <i>Local Government Act</i>
Objective	To provide guidelines for the investment of Council Investment funds.
Administration:	Corporate Services
Review Cycle/Date:	Next review 2025 2029.

1 DEFINITIONS

Investment Funds:

are funds that are not required to be expended in the course of normal operations in the immediate/short term.

Authorised Deposit-taking Institution (ADI):

a body corporate in relation to which an authority under subsection 9 (3) of the Banking Act (No. 6 of 1959 as amended) is in force.

Investment arrangement:

an arrangement that relates to acquiring, consolidating, dealing with, or disposing of certificates of deposit, bonds or notes issued or proposed to be issued.

2 OBJECTIVE

The objective of this policy is to ensure that the best possible rate of return is achieved from the investment of surplus Council funds whilst, at the same time, ensuring the security of those funds.

3 POLICY

- 3.1 The level of Council funds available for investment is to be reviewed at least fortnightly. During the review process likely cash inflows and outflows for the immediate future will be assessed to establish either the availability of investment funds or the need to redeem existing investments.
- 3.2 Where investment funds are available the following procedures will apply:
 - a) Rates and Terms from at least two (2) Authorised Deposit taking institutions shall be compared whenever an investment arrangement is proposed. The most suitable offer of the day will be successful after allowing for security, and administration and banking fees.
 - b) An 'Investment Lodgement Form/Certificate' is to be completed which will include the following information:
 - Name of ADI;
 - Amount of Investment;
 - Duration of Investment;
 - Details of Product including security; (i.e. S&P rating, State or Commonwealth)
 - Interest Rate offered;
 - Endorsement of the selection by the Accountant or the Corporate Services Manager.
- 3.3 Funds may be deposited with any Commonwealth, State or Authorised Deposit Taking Institution. To control the overall credit quality of the deposits, the following maximum holding limits will apply:-

S&P Long Term Credit Rating *	Maximum % holding
AAA to AA-	100%
A+ to A-	75%
BBB+ to BBB-	50%
Not Rated	25%

*or equivalent

4 RESPONSIBILITY

Any two of three following incumbents shall be jointly responsible for the application of this policy:

- Corporate Services Manager;
- Financial Accountant; and
- General Manager.

REPORTING

Originated Date:	Adopted 20 November 2006 – Min. No. 414/06 (as Policy 50)
Amended Date/s:	Endorsed 14 April 2014 – Min. No. 93/14 Endorsed 27 June 2016 – Min. No. 159/16 Revised 16 August 2021 – Min. No. 312/21 Reviewed 17 November 2025 – Min. No.
Applicable Legislation:	<i>Local Government Act 1993</i>
Objective	To provide Council with relevant information covering external reports sought by Council Officers.
Administration:	Governance
Review Cycle/Date:	Review every 4 years, next review 2025 2029.

OVERVIEW

Good governance relies on successful working relationships between all parties, an understanding of role differences, and sharing of relevant information. In practice, council members and officers work together in all domains of a council's work. However, for good governance to be practiced the relationships between the various parties, councillors, General Manager and staff, should foster partnership, maturity, a high level of respect and above all, trust.

Communities expect their Councils to be well managed with the efficient and effective provision of services and facilities and the efficient and effective management of assets. If elected members are to provide the necessary assurance to their communities about the performance of the Council, they must be kept appropriately informed of governance issues.

Elected members need access to information on a wide range of subjects. The Local Government Act requires council to

- monitor the implementation of strategic plans and budgets; and
- monitor the application of policies, plans and programs.

The General Manager is to ensure that elected members have appropriate access to such information to enable appropriate monitoring of these areas.

OBJECTIVES

Council Reports are the formal means for providing advice to councillors, giving them relevant data, issues, options and advice that will enable them to consider the matter at hand and make a decision.

Council engages professional staff to advise Council and the professional staff use their knowledge, experience, research and other specialist skills to prepare reports for the council that meet the requirements set out above. Professional staff may, as part of their duties, seek advice and reports from external parties to assist in the implementation of Council's plans, policies and programmes or to prepare for the future or proposed programmes.

This policy has been put in place to ensure a co-operative working relationship between Councillors and management is maintained. These guidelines are designed to assist Councillors receive information necessary for them to fulfil their obligations as councillors, yet enable managers to manage the policies, projects and plans for which they have stewardship and responsibility. It recognises that whilst the Council monitors performance it does not unduly interfere in the day to day operations of Council for which professional staff have been engaged and given responsibility. Tensions often arise when there is inappropriate interference by one element in the role of another.

This Policy is to be read in conjunction with the Council's Communication Policy.

FUNCTIONS:

1. The Council has the following functions:
 - to develop and monitor the implementation of strategic plans and budgets;
 - to determine and monitor the application of policies, plans and programs;
 - to determine and review the council's resource allocation and expenditure activities;
 - to monitor the manner in which services are provided by the Council.

2. The General Manager has the following functions:
 - to implement the decisions, policies, plans and programs of the Council;
 - to be responsible for the day-to-day operations and affairs of the Council;
 - to provide advice and reports to the council on the exercise and performance of its powers and functions and any other matter requested by the council;
 - to liaise with the mayor on the affairs of the council and the performance of its functions; and
 - provide leadership to staff under his or her management
 - appoint staff, including senior managers to manage the implementation of decisions, policies, plans and programs of the council;
 - seek appropriate professional advice and reports as are required to fulfil the obligations of the position and ensure the policies, plans and programs of the Council are carried out or to plan or prepare for the future.
3. Senior Management have the following functions:
 - provide leadership to staff under their management,
 - ensure that the Department meets its requirements and targets under the Council's Annual Plan and Strategic Plan.
 - manage the staff within the Business Unit.
 - participate as a member of the senior management team in the planning and implementation of Council's corporate objectives.
 - ensure that all matters are carried out in accordance with policy and within budgetary constraints.
 - prepare briefs and reports on issues related to their department either for internal or external use.
 - manage and co-ordinate their area of responsibility within the Council,
 - attend Council meetings, Committee meetings and other meetings as required and prepare reports arising out of recommendations by Council.
 - make recommendations to the General Manager on relevant policies and ensure that all relevant policies are adhered to and understood within the appropriate section of the Business Unit.
 - comply with Council's policies and procedures.
 - seek appropriate professional advice and reports as are required to fulfil the obligations of the position and ensure the policies, plans and programs of the Council are carried out or to plan or prepare for the future.

PROCEDURES

1. Subject to the provisions below, the General Manager shall ensure that Councillors are given access to all information necessary for them to properly perform their functions and fulfil their responsibilities as elected members.
2. Professional staff shall, where appropriate, seek advice and reports from external parties to assist in carrying out the requirements of their position and the undertaking of programmes and policies.
3. Budgets for specific projects or programmes will include an amount for external consultancy if required to undertake the project.
4. Correspondence received by Council which is generated by or from Government or Statutory sources which falls within the scope of the functions of Councillors, shall be provided to Councillors in a timely manner.
5. Council will be advised of the nature of the reports obtained for a particular programme or project and the cost when the final report on the project or programme is provided to Council.
6. Any advice or report concerning staffing or employment matters will not be disclosed to Council unless in the opinion of the General Manager such disclosure is necessary.
7. Reports should be accurate and professional.

These guidelines

- are in place to ensure a co-operative working relationship between Council, the General Manager and senior managers is maintained.
- are designed to assist Council to receive appropriate and timely reporting on the implementation and progress of its policies, plans and programs.
- are designed to assist the General Manager and senior managers in fulfilling their obligations as employees of the Council.