



NORTHERN
MIDLANDS
COUNCIL

BICYCLE ADVISORY COMMITTEE

MEETING # 1

AGENDA

WEDNESDAY, 3 AUGUST 2022

COMMENCING AT 4:00 PM AT THE

COUNCIL CHAMBERS

13 SMITH STREET, LONGFORD

1 ATTENDANCE

1.1 Members

Cr Lambert
Cr Adams
Mr Burston
Mr Cullimore
Mr Aalbregt
Mr Cocker
Mr Atkinson

Guest, Mayor Knowles

1.2 Apologies

Mr Miller
Mr Mackinnon

Cr Adams tabled a submission from Mr Mackinnon at the commencement of the meeting

2 DECLARATIONS OF ANY PECUNIARY INTEREST BY A MEMBER (OR CLOSE ASSOCIATE OF THE MEMBER) OF A SPECIAL COMMITTEE OF COUNCIL

As per the *Local Government Act 1993*, Part 5, S48A – S56, a councillor or member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the councillor/member:

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

A councillor/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.

Local Government Act 1993, Part 5 - Pecuniary Interests

48. Declaration of pecuniary interest by councillor

(1) A councillor must not participate at any meeting of a council, council committee, special committee, controlling authority, single authority or joint authority in any discussion, nor vote on any matter, in respect of which the councillor–

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

Penalty: Fine not exceeding 20 penalty units.

(2) A councillor must declare any interest that the councillor has in a matter before any discussion on that matter commences.

Penalty: Fine not exceeding 50 penalty units.

(3) On declaring that he or she has an interest, the councillor is to leave the room in which the meeting is being held.

Penalty: Fine not exceeding 20 penalty units.

(4) The councillor, by notice in writing, is to advise the general manager of the details of any interest that the councillor has declared under this section within 7 days of so declaring.

Penalty: Fine not exceeding 20 penalty units.

(5) The general manager is to –

- (a) ensure that the declaration of interest is recorded in the minutes of the meeting at which it is made; and
- (b) record the details of any interest declared in the register of interests kept under section 54 .

(6) In addition to any penalty imposed under this section, a court may make an order –

- (a) barring the councillor from nominating as a candidate at any election for a period not exceeding 7 years; and
- (b) dismissing the councillor from office.

48A. Declaration of pecuniary interest by member

(1) At any meeting of a special committee or controlling authority, or the board of a single authority or joint authority, a member must not participate in any discussion, or vote on any matter, in respect of which the member –

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

Penalty: Fine not exceeding 20 penalty units.

(2) A member must declare any interest that he or she has in a matter before any discussion on that matter commences.

Penalty: Fine not exceeding 50 penalty units.

(3) On declaring an interest that he or she has, the member is to leave the room in which the meeting is being held.

Penalty: Fine not exceeding 20 penalty units.

(4) A member of a special committee or controlling authority, by notice in writing, is to advise the general manager of the details of any interest that he or she has declared under this section within 7 days of that declaration.

Penalty: Fine not exceeding 20 penalty units.

(5) A member of a board of a single authority or joint authority, by notice in writing, is to advise the chief executive officer of that authority of the details of any interest declared by the member under this section within 7 days of that declaration.

Penalty: Fine not exceeding 20 penalty units.

(6) The general manager or chief executive officer is to –

- (a) ensure that the declaration of interest is recorded in the minutes of the meeting at which it is made; and
- (b) record the details of any declared interest in the register of interests kept under section 53B or 54A .

3 COMMITTEE ESTABLISHMENT & APPOINTMENTS

3.1 Committee Establishment

The Bicycle Advisory Committee was established as a special committee of the Northern Midlands Council on 28 June 2021 (min. ref. 212/21) pursuant to section 24 of the *Local Government Act 1993*; at this time

- Councillors Adams and Lambert were appointed as Councillor members

At the Council meeting of 16 May 2022, Minute reference 22/170, the Membership of the Committee was appointed, membership comprises:

- Health Sector Representative:
 - Marcus Burston, Perth
- Recreation Sector Representative;
 - Tony Cullimore, Longford
- Community Members representing the Cycling Community
 - Eric Aalbregt, Longford
 - Hugh Mackinnon, Longford
 - Colin Cocker, Longford
 - Sam Miller, Perth

Mr Trent Atkinson has been appointed as the Council's officer delegate to the Committee.

3.2 Purpose & Roles And Responsibilities

The Terms of Reference has identified the following:

Purpose:

The Bicycle Advisory Committee ('the Committee') has been established to provide advice and recommendations on:

- Preparation of the Northern Midlands Council: Municipal Bicycle and Shared Path Plan; and
- Implementation of actions identified in the Northern Midlands Council: Municipal Bicycle and Shared Path Plan that include:
 - Planning for the development of bicycle pathways and routes which link key assets of our municipality;
 - Prioritisation of developments, ensuring changes are coordinated and reflect the needs of the community and users;
 - Improvements to the safety of users and community members accessing the bicycle pathways;
 - Opportunities to increase participation in cycling usage across the municipality.

Roles & Responsibilities

The Committee is empowered to do the following:

- Recommend development of bicycle tracks and shared pathways;
- Provide feedback regarding suggested changes or modifications to bicycle tracks and shared pathways;
- Identify and report public risk issues relevant to bicycle tracks and shared pathways;
- Consult with users and the local community so that, where possible, funding allocations and improvements reflect the needs of bicycle tracks and shared pathways users;
- Disseminate information to user groups and interested parties relevant to bicycle tracks and shared pathways.

The Committee does not have the power to commit Council to any decision or action, or to direct Council staff in their duties. The Committee may make recommendations for consideration by Council, but Council reserves the right to accept or reject recommendations from the Committee. This includes recommendations regarding the expenditure of funds allocated to the Committee, if applicable.

Welcome and thank you from Cr Adams and Cr Lambert

General business, discussion introduction from members:

- *Health science around cycling, demographic and benefits to municipality*
- *Section of road from Marlborough/Wellington Street to JJ's is an issue for cyclist/traffic*
- *Pinch point already at the library*
- *Benefits of cycling to the municipality*
- *Bridge coming into Longford is an issue, same at Evandale*
- *Connectivity within the municipality for Cyclist*
- *Each town offering something different (Cycling experience)*
- *Shared pathways off main pathways*
- *Look at existing cycling reports that have been done previously (Jeff McClintock)*
- *Cycling etiquettes*
- *Technical Guidelines, Raised priority crossings for pedestrians and cycle paths*
- *Alternatives to crossing the river coming into Longford*
- *Mowbray hill has a shared refuge/raised platform (Look into)*

3.3 Appointment Of Chairperson

RECOMMENDATION

That Cr Adams be appointed as Chairperson of the Bicycle Advisory Committee until the conclusion of the term at 30 June 2023.

Decision

Mr Cullimore/Mr Atkinson

Carried

Voting for the motion:

Cr Lambert, Cr Adams, Mr Cullimore, Mr Burston, Mr Aalbrecht, Mr Cocker and Mr Atkinson

3.4 Appointment Of Deputy Chairperson

RECOMMENDATION

That Mr Cullimore be appointed as Deputy Chairperson of the Bicycle Advisory Committee until the conclusion of the term at 30 June 2023.

Decision

Mr Aalbrecht/Cr Lambert

Carried

Voting for the motion:

3.5 Meeting Schedule

In accordance with the Terms of Reference, meetings of the Committee will be held on a bi-monthly basis.

It is suggested that meetings be held at 4pm on the first Wednesday of the month.

The following schedule of dates has been identified for the remainder of the 2022 calendar year:

- 5 October
- 7 December

General consensus around the table with times and dates

4 NEW BUSINESS

4.1 PLN22-0040: Road & Streetscape Works - Wellington Street, Longford

Matter for discussion by the Committee.

Planning report presented to 18 July Council Meeting.

Council decision at that meeting:

MINUTE NO. 22/254

DECISION

Cr Polley/Cr Goninon

That a decision on this matter be deferred to the next Council meeting; and the application be referred to the new Bicycle Advisory Committee.

Carried

Voting for the Motion:

Cr Adams, Cr Calvert, Cr Davis, Cr Goninon and Cr Polley

Voting Against the Motion:

Mayor Knowles

The full Council Report/Minute and attachments are available to download through the link provided in the attachments section of this Agenda. Please note this link will expire on 9 August 2022.

The Representation made at the Council meeting by Mr Michael Morris is attached to the Agenda.

REPORT RECOMMENDATION

That land at Wellington St, Union St, Mason St, Smith St, Archer St, & Lyttleton St, LONGFORD be approved to be developed and used for a Roadworks/Streetscape works (Heritage Precinct) Wellington St from adjacent to 19 & 22 Wellington St to adj. to 69 Wellington St & 2A William St, & Union St adjacent to 19, 22, 23 & 24-26 Wellington St, Mason St adj. to 2 Mason St & 34A Wellington St, Smith St adj. to 39, 41-43, 44 & 46 Wellington St, Archer St adj. to 51, 53, & 58 Wellington St & 2A William St, and Lyttleton St adj. to 53 & 55 Wellington St. in accordance with application PLN-22-0040, and subject to the following conditions:

1 Layout not altered

The use and development shall be in accordance with the endorsed plans numbered P1 – P13, D1 and D2 as follows:

- P1 – (Cover Page, pitt&sherry, Drawing No: S-P.21.0231-00-CIV-DRG-1000, Rev: B, Dated: 21-02-22);
- P2 – (General Arrangement and Stormwater Plan, pitt&sherry, Drawing No: S-P.21.0231-00-CIV-DRG-1010, Sheet 1 of 4, Rev: C, Dated: 21-02-22);
- P3 – (General Arrangement and Stormwater Plan, pitt&sherry, Drawing No: S-P.21.0231-00-CIV-DRG-1011, Sheet 2 of 4, Rev: C, Dated: 21-02-22);
- P4 – (General Arrangement and Stormwater Plan, pitt&sherry, Drawing No: S-P.21.0231-00-CIV-DRG-1012, Sheet 3 of 4, Rev: C, Dated: 21-02-22);
- P5 – (General Arrangement and Stormwater Plan, pitt&sherry, Drawing No: S-P.21.0231-00-CIV-DRG-1013, Sheet 4 of 4, Rev: D, Dated: 21-03-22);
- P6 – (Stormwater Longitudinal Sections, pitt&sherry, Drawing No: S-P.21.0231-00-CIV-DRG-1014, Sheet 1 of 2, Rev: B, Dated: 21-02-22);
- P7 – (Stormwater Longitudinal Sections, pitt&sherry, Drawing No: S-P.21.0231-00-CIV-DRG-1015, Sheet 2 of 2, Rev: B, Dated: 21-02-22);
- P8 – (Sections Wellington Street, pitt&sherry, Drawing No: S-P.21.0231-00-CIV-DRG-1020, Rev: C, Dated: 21-02-22);
- P9-P10 – (Concept Plans, Lange Designs, Sheet 1 of 2 and Sheet 2 of 2, Rev: C, Dated: 12 December 2021);

- P11-P13 – (Footpath Pavement Plans, Lange Designs, Sheet 1 of 3, Sheet 2 of 3 and Sheet 3 of 3, Rev: A, Dated: 16 August 2021);
- D1 – (Planning Submission Statement, Northern Midlands Council, Dated: 24th February 2022); and
- D2 – (Traffic Impact Assessment, pitt&sherry, Rev: 00, Dated: 21 February 2022).

2 Tasmanian Heritage Council Requirements

The proposed development must comply with the advice of the Tasmanian Heritage Council Notice of No Interest (Reference #7900, File No. 09-70-18THC, 26 May 2022) – attached as Appendix A.

3 Department of State Growth conditions

Detailed engineering drawings showing the extent of the works and associated ancillary construction must be provided to the Department of State Growth for review and acceptance as part of a works permit application per the details noted below.

NOTE: A valid works permit is required for all works undertaken in the State Road (Wellington Street) reservation. Details of the permit process and application forms can be found at:

[www.transport.tas.gov.au/roads_and_traffic_management/permits_and_bookings/general_works_pathways_stock_un](http://www.transport.tas.gov.au/roads_and_traffic_management/permits_and_bookings/general_works_pathways_stock_underpass)
[derpass](http://www.transport.tas.gov.au/roads_and_traffic_management/permits_and_bookings/general_works_pathways_stock_ununderpass). Applications must be received by the Department of State Growth a minimum of twenty (20) business days prior to the expected commencement date of works in order to allow sufficient time for the application to be assessed. No works are to be undertaken until a written permit has been issued.

4 Dilapidation Report

Prior to any development commencing, a Dilapidation report is to be prepared and submitted to the approval of the General Manager detailing the existing condition of adjoining buildings which abut the road reservation.

5 Construction Environmental Management Plan (CEMP)

Prior to any development commencing, a CEMP is to be prepared and submitted to the approval of the General Manager and must include the provision of vibration monitoring and reporting that will be undertaken during the construction phase of the project for adjoining buildings which abut the road reservation.

6 Sub-floor Ventilation System

The works approved must ensure that as part of the development phase of the project, the covered vents at 57 Wellington Street, Longford be unblocked and shielded from surface water entering the vents.

ATTACHMENTS

Michael Morris' presentation to Council

Council Report/Minute and attachments - Click on the link to access the generated batch document.

<https://nmc.t1cloud.com/T1Default/CiAnywhere/Web/NMC/ECMCore/BulkAction/Get/497e9962-ad24-471e-ace0-4065279fb33c> This link will expire on 9 August 2022, 4:53 PM.

The link includes the following:

1. **2022-07-18 Council Meeting Minute**
2. Planning Permit Application - Trent Atkinson - Wellington Street Longford [**15.2.1** - 4 pages]
3. NMC Planning Submission Final [**15.2.2** - 10 pages]
4. pitt&sherry plans [**15.2.3** - 8 pages]
5. Lange Design Concept Plan Sheet 1 [**15.2.4** - 1 page]
6. Lange Design Concept Plan Sheet 2 [**15.2.5** - 1 page]
7. Lange Design Footpath Pavement Plans [**15.2.6** - 3 pages]
8. pitt&sherry Traffic Impact Assessment [**15.2.7** - 42 pages]
9. Representations [**15.2.8** - 11 pages]
10. DA Response to reps [**15.2.9** - 2 pages]
11. DSG Referral - Complete [**15.2.10** - 2 pages]
12. Heritage referral PL N-22-0040 - Wellington St Union St Mason St Smith St Archer St Lyttleton St LO [**15.2.11** - 11 pages]
13. No Interest W A 7900 [**15.2.12** - 2 pages]

14. Response from Tas Water [15.2.13 - 3 pages]
15. WI referral PL N-22-0040 Wellington St Union St Mason St Smith St Archer St Lyttleton St LONGFORD [15.2.14 - 1 page]

Mr Burtson, Mayor Knowles left the meeting at 5:02pm

DECISION

Mr Cocker/Mr Cullimore

That the kerb outstands (pinch points) incorporate rideable/mountable kerbing or, designated bike lane within the kerb outstands, this can be in the same line as the outstand or bend in towards the existing kerb line. Pavement or kerbing to be marked green with the appropriate signage.

Carried

Voting for the Motion:

Cr Lambert, Cr Adams, Mr Cullimore, Mr Burston, Mr Aalbrecht, Mr Cocker and Mr Atkinson

4.2 Consideration Of Additional Membership Application

This matter is listed for consideration by the Committee.

The Terms of Reference currently provides for the following public representatives on the Committee:

- One Health Sector Representative;
- One Recreation Sector Representative;
- Four Community Members representing the Cycling Community;

There are currently no vacancies on the Committee, however, Council has received a further membership application. Given the level of interest in this committee, it is recommended that the Terms of Reference be amended to provide for a total membership complement of 10 members, as follows:

- Two Northern Midlands Council Councillors;
- One Health Sector Representative;
- One Recreation Sector Representative;
- Five Community Members representing the Cycling Community;
- Officer Delegate.

Further, prior to the establishment of the Committee, Cr Goninon was approached by a Launceston City Council Alderman to recommended that Council establish a special committee of Council to provide advice and recommendations on the planning for the development of bicycle pathways and routes which link key assets of our municipality and neighbouring municipalities.

Cr Goninon has suggested that the Alderman be invited to apply for membership of the Bicycle Advisory Committee.

If the Committee were to agree to the proposal to invite the Alderman to apply for membership and if the Alderman were to apply for membership, the membership complement would need to be increased to a total of 11 members.

This matter be listed for consideration by the membership of the Committee at this inaugural meeting.

Alternately the Committee may wish to consider requesting Council to write to the Launceston City Council Alderman to advise of the establishment of the Committee and extend an invitation to him to attend a meeting or meetings as a guest.

OPTIONS FOR CONSIDERATION BY THE COMMITTEE

Agree or not agree to recommend to Council

- to increase the membership complement;
 - to appoint the additional applicant as a member;
 - to extend an invitation to the Launceston City Council Alderman
 - to apply for membership and consequently extend the committee membership further;
- OR
- to attend a future meeting (or meetings) as a guest attendee

RECOMMENDATION

That the Bicycle Advisory Committee recommend to Council

- A) That Council extend the Bicycle Advisory Committee Terms of Reference (ToR) to provide for a membership complement of 5 Community Members representing the Cycling Community;
- B) That Council appoint the additional applicant (Community Member Representative) to the membership of the Bicycle Advisory Committee
- C) That Council
 - i) a) write and invite the Launceston City Council Alderman to apply for membership of the Bicycle

Advisory Committee, and

- b) should an application be received, extend the Bicycle Advisory Committee Terms of Reference (ToR) to provide for the inclusion of a new category *Local Government Regional Representation* with Council to determine an appropriate membership allocation for the sector;

OR

- ii) write to the Launceston City Council Alderman to advise of the establishment of the Committee and extend an invitation to him to attend a future meeting (or meetings) of the Committee as a guest attendee.

Defer to next meeting, further information required

CLOSURE & NEXT MEETING

The Chairperson closed the meeting at 5:22pm.

The next meeting to be held at the Council Chambers on 5th October at 4:00pm