



**N O R T H E R N
M I D L A N D S
C O U N C I L**

MINUTES

Ordinary Meeting of Council

Monday, 21 November 2016

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



MINUTES OF THE MEETING OF THE NORTHERN MIDLANDS COUNCIL HELD AT THE COUNCIL CHAMBERS, LONGFORD AT 5.03PM ON MONDAY, 21 NOVEMBER 2016

302/16 ATTENDANCE

1 PRESENT

Mayor Downie, Deputy Mayor Goss, Cr Adams, Cr Calvert, Cr Gordon, Cr Goninon, Cr Knowles, Cr Lambert, Cr Polley AM

In Attendance:

Mr Jennings – General Manager, Mr Boog – Works & Infrastructure Manager, Miss Bricknell – Corporate Services Manager, Mrs Bond – Regulatory and Community Services Manager, Mr Godier – Senior Planner (to 7.29pm), Ms Cunningham - Planner (from 6.45pm to 7.14pm), Ms Boer – Planner (from 6.45pm to 7.14pm), Mrs Eacher – Executive Assistant

2 APOLOGIES

Nil

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304/16 DECLARATIONS OF ANY PECUNIARY INTEREST OF A COUNCILLOR OR CLOSE ASSOCIATE

Section 8 sub clause (7) of the *Local Government (Meeting Procedures) 2005* require that the Chairperson is to request Councillors to indicate whether they have, or are likely to have a pecuniary interest in any item on the Agenda.

Council **RESOLVED** to accept the following declarations of interest:

Cr Knowles	PLAN 1
Miss Bricknell	CON 6

305/16 CONFIRMATION OF MINUTES

1 ORDINARY COUNCIL MEETING – 17 OCTOBER 2016

DECISION

Cr Goninon/Cr Knowles

The Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 19 October 2016, be confirmed as a true record of proceedings.

Carried unanimously

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2 CONFIRMATION OF MINUTES OF COMMITTEES

Minutes of meetings of the following Committees were circulated in the Attachments:

	Date	Committee	Meeting
i)	26/04/2016	Avoca Museum and Information Centre	AGM
ii)	04/10/2016	Evandale Community Centre & Memorial Hall Management Committee	AGM
iii)	04/10/2016	Evandale Community Centre & Memorial Hall Management Committee	Ordinary
iv)	11/10/2016	Cressy Hall Committee	Ordinary
v)	12/10/2016	Ross Community Sports Club Inc	Ordinary
vi)	12/10/2016	Morven Park Management & Development Association Inc	Ordinary
vii)	01/11/2016	Campbell Town District Forum	Ordinary
viii)	01/11/2016	Evandale Advisory Committee	Ordinary

DECISION

Cr Lambert/Cr Gordon

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

Carried unanimously

3 RECOMMENDATIONS OF SUB COMMITTEES

In the attached minutes of sub committees, no new recommendations have been noted as being for Council's consideration.

NOTE: *Matters already considered by Council at previous meetings have been incorporated into INFO 15: Officer's Action Items.*

306/16 DATE OF NEXT COUNCIL MEETING 12 DECEMBER 2016

Mayor Downie advised that the next Ordinary Council Meeting would be held immediately following the Annual General Meeting to be held at 5.00pm on Monday, 12 December 2016, at the Northern Midlands Council Chambers at Longford.

307/16 INFORMATION ITEMS

1 COUNCIL WORKSHOPS/MEETINGS HELD SINCE THE LAST ORDINARY MEETING

Responsible Officer: *Des Jennings, General Manager*

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

Date Held	Purpose of Workshop
30/10/2016	Council Workshop <ul style="list-style-type: none">Tamar Lake ProjectEducation Bill 2016Ross Town Square PlanJoint Select Committee on Future Gaming MarketsNorthern Economic StimulusPersonnel matters
21/11/2016	Council Workshop <ul style="list-style-type: none">prior to Council meeting

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2 MAYOR'S COMMUNICATIONS

Mayor's Communications for the period 18 October 2016 to 21 November 2016 are as follows:

Date	Activity
18 October 2016	Attended Civic Welcome - Their Excellencies, General the Honourable Sir Peter Cosgrove AK MC (Retd) Governor-General of the Commonwealth of Australia and Lady Cosgrove, Launceston
20 October 2016	Attended meeting with Minister Guy Barnett, Longford
21 October 2016	Attended Elizabeth Macquarie Irrigation Trust Meeting, Campbell Town
22 October 2016	Attended celebration of the 180 th Birthday of the Ross Bridge, Ross
25 October 2016	Attended meeting with representative from TasWater, Launceston
26 October 2016	Attended Tyrecycle Trade Launch of Tyre Recycling Facility, Brighton
27 October 2016	Attended meeting with Federal Labor Member for Bass, Ross Hart, Longford
28 October 2016	Attended launch of TRANSLink & Launceston Airport Precinct Prospectus, TRANSLink
31 October 2016	Attended Council Workshop, Longford
2 November 2016	Attended meeting with Tasmania Police regarding issues at Rossarden, Longford
2 November 2016	Attended recognition of Northern Schools Top NAPLAN students, Rocherlea
3 November 2016	Attended Mayors Professional Development Day, Devonport
10 November 2016	Attended Owners Representatives Meeting for TasWater
11 November 2016	Attended NTD Meeting, Launceston
11 November 2016	Attended Remembrance Day Event, Longford Cenotaph
13 November 2016	Attended Woolmers Festival of Roses, Longford
13 November 2016	Attended opening of Adams Distillery, Perth
21 November 2016	Attended Council workshop and meeting, Longford
Attended to numerous email, phone, media and mail inquiries.	

3 PETITION

1 PURPOSE OF REPORT

In accordance with the Vision, Mission and Values of Council as identified in the *Council's Strategic Plan 2007-2017* and the *Local Government Act 1993*, S57 – S60, provision is made for Council to receive petitions tabled at the Council Meeting.

2 OFFICER'S COMMENT

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

Section 57. Petitions

- (1) A person may lodge a petition with a council by presenting it to a councillor or the general manager.
- (2) A person lodging a petition is to ensure that the petition contains –
 - (a) a clear and concise statement identifying the subject matter; and
 - (b) a heading on each page indicating the subject matter; and
 - (c) a brief statement on each page of the subject matter and the action requested; and
 - (d) a statement specifying the number of signatories; and
 - (e) the full printed name, address and signature of the person lodging the petition at the end of the petition.

58. Tabling petition

- (1) A councillor who has been presented with a petition is to –
 - (a) table the petition at the next ordinary meeting of the council; or
 - (b) forward it to the general manager within 7 days after receiving it.
- (2) A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.
- (3) A petition is not to be tabled if –
 - (a) it does not comply with section 57; or
 - (b) it is defamatory; or
 - (c) any action it proposes is unlawful.
- (4) The general manager is to advise the lodger of a petition that is not tabled the reason for not tabling it within 21 days after lodgement.

3 Petitions Received

Nil.

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4 CONFERENCES & SEMINARS: REPORT ON ATTENDANCE BY COUNCIL DELEGATES

1 PURPOSE OF REPORT

To provide an opportunity for Councillors and the General Manager to report on their attendance at recent conferences/seminars.

In accordance with Council's Strategic Plan 2007-2017 (2012/13 Revision), Part 1 – Governance, the core functions are:

- *Support Council with governance advice and effective leadership, review and implement organisational values through day to day operations, effective communication, community consultation and advocacy, issues identification, strategic and corporate planning, annual reports, public and private resource sharing, induction of elected members, provision of legal advice, human resources management and liaise with representative bodies.*
- *Support Council with sound financial advice and management, and generate funds without burdening the community. Rates administration, budgeting and reporting, debt collection, taxation, asset registers and depreciation, receipts and payments, wages and salaries, loans and investments, records management, information technology, and customer service.*

2 CONFERENCES AND SEMINARS

Nil

5 WORKS & INFRASTRUCTURE REPORT

The Works & Infrastructure Report for the period to 10 October 2016 was circulated in the Attachments.

6 BUILDING APPROVALS

The following table provides a comparison of the number and total value of building works for 2015 and 2016.

	YEAR - 2015				YEAR - 2016			
	OCT		JAN –OCT		OCT		JAN –OCT	
	No.	Total Value \$	No.	Total Value \$	No.	Total Value \$	No.	Total Value \$
New Dwellings	4	875,132	73	17,657,956	6	1,255,000	34	8,701,250
Dwelling Additions	2	35,000	27	1,758,043	2	150,000	24	2,561,710
Garage/Sheds & Additions	4	49,488	59	2,040,412	6	87,660	84	2,777,066
Commercial	4	1,319,356	13	1,941,456	3	570,000	18	8,848,600
Other (Signs)								
Swimming Pools								
Minor Works			21	58,190			2	6,600
Building Certificates			6	12,561				
Amended Permits								
TOTAL	14	2,278,976	199	23,551,164	17	2,062,660	162	22,895,226
Inspections								
Building	0				38		310	
Plumbing	0				17		247	

Figures do not include Building Approvals processed under the Resource Sharing Agreements.

7 DEVELOPMENT APPLICATIONS

Planning decisions in October 2016:

Total Approved:	23	Total Refused:	0
Total Permitted:	4	Total Discretionary:	16
Average Days for Permitted	8	Average Days for Discretionary:	29
Days allowed for approval by LUPAA	28	Days allowed for approval under LUPAA:	42
Total Exempt under IPS:	3	Total Withdrawn:	0

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Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
DELEGATED DECISIONS					
P16-152-01	8 multiple dwellings on proposed lot 2, (vary setbacks units 1-7 & construction of carparking - impervious all weather seal)	46 Anstey St & 121A Marlborough St, LONGFORD	MSR Properties	13	D
P16-152-02	2-lot subdivision, boundary adjustment & demolition of carport/garages	46 Anstey St & 121A Marlborough St, LONGFORD	MSR Properties	13	D
P16-174	Entrance signs at northern & southern outskirts of Cressy	Main Street (Poatina Main Road), CRESSY	Northern Midlands Council	42	D
P16-195	Shed (vary side [N] and rear setbacks)	11 Banksia Grove, PERTH	G Love Jnr	29	D
P16-197	2-lot subdivision in rural zone (89.3ha house/farm lot, and 3.67ha Macquarie Oil Co lot)	773 Delmont Road, CRESSY	PDA Surveyors (obo Henry)	25	D
P16-198	Garage (vary rear setback)	10 Sheringham Court, PERTH	A Lawson	42	D
P16-202	Roof replacement (heritage-listed place in heritage precinct)	71 Clarence Street, PERTH	P Cowell (obo Perth Baptist Church)	38	D
P16-213	Motor Racing Facility (Rhythm X Action dirt bike event on Saturday 19 November 2016. Practice sessions on Friday 18 November 2016. Rider pit areas opening 17 November 2016. Event set up commencing 14 November 2016. Event removal ending 23 November 2016. Extension of non-conforming use - access and parking - over Symmons Plains Raceway	Symmons Plains Raceway & 14782 Midland Hwy, SYMMONS PLAINS	Rhythm X Action Pty Ltd	28	D
P16-216	Replacement lighting at cenotaph (heritage-listed place in heritage precinct)	Victoria Square, 53 Wellington Street, LONGFORD	Northern Midlands Council	22	D
P16-217	Dwelling addition (heritage-listed place)	'Connorville Station', 394 Connorville Road, CRESSY	J Woodbury	28	D
P16-222	Shed and tanks for fire sprinkler system	15 Weston Street, LONGFORD	Austral Brick (Clifton Brick Tas P/L)	1	P
P16-223	Shed for water filtration plant (ancillary to level 2 activity under EMPCA)	22 Tannery Road, LONGFORD	JBS Australia Pty Ltd	9	P
P16-224	Dwelling additions & alterations (heritage precinct)	50 Wellington Street, LONGFORD	Lionel Morrell Associates	41	D
P16-228	Dwelling, shed (vary rear setback) & secondary access	9 Shervan Court, PERTH	W Van Der Pols	25	D
P16-229	Extension to seed cleaning shed [Resource processing (not directly associated with produce from subject site)]	1389 Cressy Road, CRESSY	Ritson Building Design	16	P
P16-234	Single dwelling & 9m x 6.5m garage & 9m x 6m shed	832 Hobart Road, BREADALBANE	Artas	24	D
P16-237	Dwelling additions/alterations & garage	260 Green Rises Road, CRESSY	D R Greig	7	P
P16-240	Dwelling	21 King Street, PERTH	Chris Reissig Builders	0	E
P16-241	Carport (vary [N] side setback)	7 Minerva Drive, PERTH	W White	23	D
P16-242	Garage (vary setbacks [N&E])	10 Drummond Crescent, PERTH	A Tuson	22	D
P16-256	Dwelling alteration & addition	4 Callistemon Court, PERTH	G W Latham	0	E
P16-263	Shed extension	75 Burghley Street, LONGFORD	S & J Freeman	0	E
COUNCIL DECISIONS					
P16-180	Dwelling alterations & additions, construct shed, paling fence along southern boundary and picket fence in NE corner (heritage precinct)	24 Church Street, ROSS	G Goddard (obo Finistma Pty Ltd)	42	C

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Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
DELEGATED DECISIONS					
COUNCIL DECISIONS - REFUSAL					
-	-	-	-	-	-
RMPAT DECISIONS					
-	-	-	-	-	-

8 MATTERS AWAITING DECISION BY TPC & RMPAT

TPC		Tasmanian Planning Commission	
IPS	Northern Midlands Interim Planning Scheme 2013 – effective date 1st June 2013. Report on representations sent to TPC. TPC held a meeting on 21st May 2015 with Council staff and representors to discuss representations to the Interim Scheme. No further action from TPC at this time.		
TPS	Tasmanian Planning Scheme – State Planning Provisions (SPP). TPC panel heard submissions in relation to the SPP zones and codes on dates from July to October 2016 and are now complete. The Commission is now to complete its consideration of the draft SPPs and report to the Minister.		
02/15	Draft Amendment 02/15 – revisions to heritage provisions – TPC hearing held 10th November 2016.		
07/15	Draft Amendment & Planning Permit P15-331 - 2 Hudson Fysh Drive, Western Junction – Carpark (variations to development standards). TPC held hearing 17th June 2016. Amendment modified as directed by the TPC by way of making the amendment more widely applicable and sent to TPC.		
01/16	Site-specific Planning Scheme Amendment 01/16 & 24-hour service station. TPC hearing held 10th November 2016.		
RMPAT	Resource Management & Planning Appeals Tribunal		
P16-065	Appeal 58/16S - 1 Edward St, Perth- 18-lot subdivision, filling of lots 1-15 & 201, & removal of 34 trees. Consent agreement forwarded to TPC.		
P16-018	Appeal 78/16P – 7-21 Paton Street, Longford – 23-lot subdivision. Consent agreement being finalised with appellant.		
Decisions received			
TPC			
-	-		
RMPAT			
P16-139	Appeal 101/16P – 2-14 Logan Road, Evandale – New pedestrian entrance to Falls Park. Appeal withdrawn by applicant.		
P16-105	Appeal 91/16P – 437 Woolmers Lane, Longford – landfarm contaminated soil Consent decision received – permit issued 31st October 2016.		

9 132 & 337 CERTIFICATES ISSUED

	No. of Certificates Issued 2016/2017 year												Total
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
132	77	48	77	62									264
337	31	33	40	34									138
													662
													360

10 ANIMAL CONTROL

Item	Income/Issues 2015/2016		Income/Issues for October 2016		Income/Issues 2016/2017	
	No.	\$	No.	\$	No.	\$
Dogs Registered	3,773	92,210	150	6,070	3,366	79,313
Dogs Impounded	76	5,460	3	410	20	2,283
Euthanized	7	-	-	-	1	-
Re-claimed	60	-	3	-	16	-
Re-homed/To RSPCA	9	-	-	-	3	-
New Kennel Licences	12	816	-	-	1	69
Renewed Kennel Licences	60	2,460	-	-	68	2,856
Infringement Notices (paid in full)	53	9,776	8	1,193	30	4,805
Legal Action	-	-	-	-	-	-
Livestock Impounded	2	130	-	-	1	281
TOTAL		110,852		7,673		89,606

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11 HEALTH ISSUES

Immunisations

The *Public Health Act 1997* requires that Councils offer immunisations against a number of diseases. The following table will provide Council with details of the rate of immunisations provided through Schools. Monthly clinics are not offered by Council; however, parents are directed to their local General Practitioner who provides the service.

MONTH	2013/2014		2014/2015		2015/2016	
	Persons	Vaccination	Persons	Vaccination	Persons	Vaccination
July-September	32	32	65	68	31	31
October-December	23	23	66	68	-	-
January-March	-	-	-	-	-	-
April-June	87	194	85	163	*	*
TOTAL	142	249	216	299	*	*

* Immunisations are now undertaken by Launceston City Council, no figures available.

Other Environmental Health Services

Determine acceptable and achievable levels of environmental and public health by ongoing monitoring, inspection, education and, where necessary, by applying corrective measures by mutual consent or application of legislation.

Ensure safe standards of food offered for sale are maintained.

Investigations/Inspections	2013/2014	2014/2015	2015/16	2016/17
Notifiable Diseases	6	2	5	-
Inspection of Food Premises	126	118	154	35

Notifiable Disease investigations have been carried out by the Department of Health and Human Services from Hobart, with only significant outbreaks directed to Council to assist with investigations. However, due to the prompt and thorough investigating by Council Environmental Health Officers, the Department now directs more cases for Council to investigate.

Food premises are due for inspection from 1 July each year.

12 CUSTOMER REQUEST RECEIPTS

Operational Area	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Animal Control	5	-	-	-								
Building & Planning	3	1	1	-								
Community Services	-	-	-	-								
Corporate Services	-	1	-	-								
Governance	-	-	-	-								
Waste	1	-	-	-								
Works (North)	42	33	27	33								
Works (South)	1	4	9	3								

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

Date	Recipient	Purpose	Amount
31-Aug-16	George Town RSL Sub Branch Inc	Wreath - Vietnam Veterans Day	\$55
16-Aug-16	S Dhillon	Contractor Long Service Gift Voucher	\$100
12-Sep-16	Fluers Flowers	Flowers - Passing of Marie Barnes	\$50
19-Oct-16	Campbell Town District High School	Chaplaincy	\$1,500
19-Oct-16	Campbell Town District High School	Inspiring Positive Futures Program	\$8,000
18-Oct-16	Campbell Town District High School	Donation - School Achievement Awards	\$90
18-Oct-16	Perth Primary School	Donation - School Achievement Awards	\$30
18-Oct-16	Evandale Primary School	Donation - School Achievement Awards	\$30
18-Oct-16	Longford Primary School	Donation - School Achievement Awards	\$27
18-Oct-16	Cressy District High School	Donation - School Achievement Awards	\$90

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Date	Recipient	Purpose	Amount
18-Oct-16	Avoca Primary School	Donation - School Achievement Awards	\$30
18-Oct-16	Perth Fire Brigade	Donation	\$50
18-Oct-16	Longford Fire Brigade	Donation	\$100
	Council wages and plant	Assistance to Campbell Town SES	\$37
Planning/Building Applications Remitted			
5-Aug-16	Christ Church Longford	Planning / Building Application fees - removal of trees	\$340
19-Sep-16	Avoca Tourist Centre	Planning Application fees - public wifi	\$340
18-Oct-16	Evandale Community Centre Management Ctee	Planning Application fees - solar panels	\$340
Sporting/Academic Achievements			
16-Aug-16	Mrs Julie Zaporozec	Australian Indoor Bias Bowls Competition	\$60
16-Aug-16	Mr Simon Zaporozec	Australian Indoor Bias Bowls Competition	\$60
16-Aug-16	Mr Kara Zaporozec	Australian Indoor Bias Bowls Competition	\$60
16-Aug-16	Mrs Helen Farrow	Australian Indoor Bias Bowls Competition	\$60
16-Aug-16	Miss Remi Smith	U14 Tasmanian Girls Basketball Team	\$60
18-Oct-16	Mr Harry Heathcote	Metal Minds Robotics Team - Tech Challenge at Macq Uni	\$60
18-Oct-16	Mr Jonathan Heathcote	Metal Minds Robotics Team - Tech Challenge at Macq Uni	\$60
18-Oct-16	Mr Alex Mountney	Metal Minds Robotics Team - Tech Challenge at Macq Uni	\$60
TOTAL DONATIONS			\$11,689

14 ACTION ITEMS: COUNCIL MINUTES

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
19/09/2016	250/16	CMCA RV Park Project	That a further report be brought to Council detailing potential locations and land options.	Governance & Community Services Manager	Report to Council.	
18/01/2016	7/16	Honeysuckle Banks Masterplan	That Council: i) Accept in principle, the draft Honeysuckle Banks masterplan; and ii) Release the draft Honeysuckle Banks masterplan for community consultation.	Governance & Community Services Manager	Advice being sought on durability of infrastructure given flood prone nature of the area.	
17/10/2016	285/16	Perth Recreation Ground 2030 Master Plan	That Council: i) accept the revised Perth Recreation Ground 2030 Master Plan; ii) consider funding components of the Master Plan in forthcoming Council budgets, and request Council Officers to seek to secure external grants to assist with the implementation of the Master Plan.	Governance & Community Services Manager	To progress as opportunities arise.	
17/10/2016	292/16	Policy: Public Liability Insurance Requirement For Council Owned Facilities	That Council adopts the Public Liability Insurance for use of Council Facilities Policy.	Governance & Community Services Manager	Update circulated.	
27/06/2016	158/16	Restoration of BL 15LB Mark I No. 788 cannon located at War Memorial Ross	That i) Council officers seek a costing to refurbish the cannon; ii) Council officers in conjunction with the RSL apply for grant funding to assist with the restoration of the cannon; and iii) the community and RSL sub-branch be consulted on the matter of the concept of a cover for the cannon, to be raised through the Ross Town Square Master Plan consultation phase.	Governance & Community Services Manager	Report to Council.	
15/08/2016	219/16	Brown's Car Park – One Way Vehicle Access	That the matter be considered at a Council Workshop.	Works & Infrastructure Manager	Considered at 31 October Council Workshop.	
15/08/2016	211/16	Confirmation Of Minutes - Campbell Town District Forum	To note 1. consider the King Street Oval, northern end of Foster Street (away from camping area), East Street (behind the Grange) for an off leash area, and that signage be placed at Valentine and Blackburn Parks advising "no off leash" area.	Works & Infrastructure Manager	To be considered in conjunction with Master Plan.	
15/08/2016	211/16	Confirmation Of Minutes - Campbell Town District Forum	To note 2. the Campbell Town District Forum would like to be prioritised within the municipality for tree planting in 2016/17.	Works & Infrastructure Manager	Noted.	
19/09/2016	244/16	Confirmation Of Minutes - Campbell Town District Forum	That Council note and investigate the following recommendation/s of the Campbell Town District Forum: Recommend Council approach State	Works & Infrastructure Manager	Correspondence to be sent.	

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			Growth requesting an improvement to or removal of the camping area at Conara Park to prevent campers from driving down in front of Conara residents and using the area as a public toilet.			
15/08/2016	211/16	Confirmation Of Minutes - Cressy Local District Committee	To note and Investigate 1. further investigate the installation of a dump point in Cressy.	Works & Infrastructure Manager	To be considered in conjunction with Master Plan.	
19/09/2016	244/16	Confirmation Of Minutes - Perth Local District Committee	That Council note and investigate the following recommendation/s of the Perth Local District Committee: Footbridge at William Street Reserve: That Council reconsider the proposed design of the footbridge at William Street Reserve in light of the new information.	Works & Infrastructure Manager	Options being investigated.	
15/08/2016	220/16	Longford Caravan Park & Carins Park Fence	That council plants a Hawthorn hedge and appropriate fencing, with the plan to be brought to a future council meeting.	Works & Infrastructure Manager	Report to Council.	
17/10/2016	280/16	Recommendations Of Sub Committees - Campbell Town District Forum	That Council note and investigate the following recommendation/s of the Campbell Town District Forum: That Council review the cleaning schedule of the Campbell Town toilets given the high volume of usage, with the view to increase the daily cleaning.	Works & Infrastructure Manager	Solutions being explored.	
17/10/2016	293/16	Sharps Container Exchange Service	That Council provide a consumer pays sharps container exchange service (payment for replacement 1.4 litre containers)	Environmental Health Officer/Corporate Services Manager	Implemented.	
17/10/2016	295/16	Accelerated Local Government Capital Program	That Council prepare an application under the State Government ALGCP program for up front funding to a limit of \$5,000,000 and arrange for the following identified projects to be brought forward immediately if funding is approved: Campbell Town Multipurpose Complex - \$1,750,000; Cressy Amenities - \$220,000; Longford Football Club - \$550,00; Ground lighting (and Longford Recreation Ground) - \$600,000; Ross Square Master Plan - \$300,000; Office Car Park & Disabled Access - \$200,000; Additional footpaths - \$250,000; Longford Community Centre Masterplan - \$1,000,000*; with the final list to be confirmed by Council's Executive.	General Manager	Application submitted.	
27/06/2016	151/16	Confirmation Of Minutes - Longford Local District Committee	That Council note and investigate the following recommendation/s of the Longford Local District Committee - ... 3. That Council notes the suggestion of investigating a heritage building preservation fund for future budgetary considerations.	General Manager	To be progressed.	
8/12/2014	329/14	Economic Development	That Council facilitate meetings with the local businesses in each of the towns to explore business opportunities and other matters of interest.	General Manager	To be progressed.	
17/10/2016	286/16	Fruit Growers Tasmania – Request For Sponsorship	That Council i) continues to support/promote the area as a destination for backpackers and provide an amount of \$400 to co-sponsor the development of a website, supported by the agricultural industry to attract itinerant labour as well as encouraging locals to apply for employment. ...	General Manager	Letter sent.	
17/10/2016	286/16	Fruit Growers Tasmania – Request For Sponsorship	That Council ... ii) seek further information on the waiting period prior to being permitted to having access to Centrelink benefits, after taking up such employment.	General Manager		
17/10/2016	283/16	Joint Select Committee On Future Gaming Markets	That Northern Midlands Council not prepare a submission but that the Local Government Association of Tasmania (LGAT) be informed of Council's support of the select committee review of the Gaming Act.	General Manager	Letter sent.	

MINUTES – ORDINARY MEETING

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
19/09/2016	263/16	Launceston Gateway Precinct Master Plan: Demand Analysis	That 1) a brief be prepared for the preparation of the Launceston Gateway Precinct Master Plan; and 2) external funding sources for the project be identified.	General Manager	To be progressed.	
15/02/2016	34/16	Lighting: Velodrome & Village Green Improvements To Christmas Lighting	That Council officers be authorised to investigate suitable lighting arrangements for i) the tree and other areas of interest within Village Green; and ii) Longford velodrome; and report back to Council.	General Manager	i) Interim lighting to be installed until RGB type lighting available. ii) Forms part of ALGCP funding application.	
21/03/2016	75/16	Longford Odour Emissions	That a report be tabled and the matter be discussed with TasWater at the May Council Workshop and listed for the May Council meeting.	General Manager	Development Application in process.	
19/09/2016	252/16	Northern Midlands Strategic Plan 2017 – 2027	That Council i) approve advertising the Draft Northern Midlands Strategic Plan 2017–2027, for comment from the community and relevant authorities; and ...	General Manager	(i) In progress.	
18/07/2016	197/16	Northern Midlands Trails And Bikeways Strategy	That Council officers include the costing of the construction of a cycleway between Longford and Cressy, in conjunction with the horse trails proposal, in the review of the Longford CBD Urban Design Master Plan.	General Manager	Costings to be sought and proposed review to be included in the Longford CBD Urban Design Master Plan.	
18/04/2016	106/16	Proposed Natural Gas Main Extension To Translink Industrial Precinct	That a fee offer be sought for the preparation of a business case to support the natural gas main extension to TRANSLINK Industrial Precinct and reported to Council.	General Manager	Matter in progress.	
21/09/2015	266/15	Stokes Park: Concept Plan	That i) management meet with Mr Stokes to discuss the concept plan. ii) management be authorised to seek community comment on the previously prepared concept plans for Stokes Park. iii) the comments received be used as a basis for amending the concept plans and then presented to Council at a Workshop. iv) the horse trail be considered as part of the concept plans.	General Manager	To be progressed as a component of the Longford Township CBD Urban Design Strategy	
21/09/2015	272/15	West Perth Stormwater Assessment	That Council 1) initiate ongoing discussion with the State Government and TasRail to fully investigate opportunities to fund the required upgrade of Youl Main Road and Drummond Street and their associated drainage culverts, including culverts under the railway line; and 2) concurrently investigate the introduction of a stormwater head-works levy.	General Manager	Underway.	
19/09/2016	244/16	Confirmation Of Minutes - Ross Local District Committee	That Council note and investigate the following recommendation/s of the Ross Local District Committee: That Council investigate the installation of a broken white line on Roseneath Road from the highway to the 50km/h sign, and on Chiswick Road, from the highway to the 50km/hr sign with the installation of a two-way sign (arrow up/arrow down) at the 50km/hr signs.	Engineering Officer	Traffic count to be conducted during tourist season when user numbers are highest.	
19/09/2016	244/16	Confirmation Of Minutes - Northern Midlands Economic Development Committee	That Council note and investigate the following recommendation/s of the Northern Midlands Economic Development Committee: 1. That a Tas Motor Sports representative be invited to present at a forthcoming Council Workshop and our committee members be invited to join the workshop for this presentation. 2. That Council prepare an information sheet that provides rural businesses wanting to provide accommodation for itinerant workers with an understanding of the planning requirements/ regulations involved. ...	Project Officer	1. Representative to be invited to future Council Workshop. 2. Noted that this issue may be addressed by a LGAT/ DPIPWE taskforce - to be monitored.	
19/09/2016	244/16	Confirmation Of Minutes - Northern Midlands Economic Development Committee	That Council note and investigate the following recommendation/s of the Northern Midlands Economic Development Committee: 3. That Council seek clarification of the role the Migrant Resource Centre would/could play in the	Project Officer	3. Role clarified.	

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			management/support of the Seizing the Moment proposal.			
27/06/2016	156/16	Funding Application for the implementation of the Northern Midlands Community Sports Centre Master Plan	That Council allocate \$504,723 to the Major Upgrade of the Northern Midlands Sports Centre project, subject to securing a Regional Revival Fund Grant Project grant of \$504,722.	Project Officer	Council has made application under the ALGCP for \$1M to implement the Master Plan	
19/09/2016	247/16	Northern Midlands Further Education Bursary Program	That Council endorse the expansion of the Further Education Bursary Program as proposed by Cape Hope Foundation, and appoint Cr Knowles, Cr Calvert and Cr Lambert to the 2016 Further Education Bursary Committee.	Project Officer	Report to Council, in-committee.	
15/08/2016	229/16	Making Of By-Law: Placement Of Shipping Containers By-Law	That Council undertake initial consultation on the Draft Placement of Shipping Containers By-Law with key stakeholders and that a report be brought to a future meeting of Council.	Senior Planner	Progressing.	
19/09/2016	266/16	Perth Structure Plan	That the draft plan, including options 1 and 3, be endorsed for public exhibition, following discussions with the affected landowners.	Senior Planner	To be exhibited to 22/10/2016.	22/10/2016
19/09/2016	267/16	Planning Practice Quarterly Report: April To June 2016	That the report be noted and that the presentation of the quarterly report be enhanced.	Senior Planner	Format being addressed - proposal to workshop.	
15/08/2016	231/16	Trucks Parking On Residential Properties	That Council officers identify land which is currently owned by Council that may be appropriate for designated areas of off-street parking of heavy vehicles in Northern Midlands towns.	Senior Planner	Progressing.	
15/08/2016	231/16	Trucks Parking On Residential Properties	That Council seek a remedy to the parking, on a consistent basis, of more than one commercial vehicle on residential property.	Senior Planner	Progressing.	
15/08/2016	230/16	Making Of By-Law: Animal Management By-Law	That Council undertake initial consultation on the Draft Animal Management By-Law with key stakeholders and that a report be brought to a future meeting of Council.	Animal Control Officer	Draft Animal Management By-law has been sent to key stakeholder for comments and submissions; By-law to be adjusted to reflect those comments.	

LONG TERM ACTIONS

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
20/04/2015	105/15	Northern Midlands Towns Entrance Statements	That Council authorises officers to investigate the cost to design and implement entrance statements for: a) Avoca; b) Campbell Town; c) Cressy; d) Evandale; e) Longford; f) Perth; g) Ross; and list within the draft 2015/2016 budget for consideration	Governance & Community Dev Officer	Ross - Planning approval received, construction to commence. Cressy - complete.	
21/09/2015	249/15	Tom Roberts: Proposed Interpretation and Grave Upkeep	That Council: i) endorse the proposal for Tom Robert's interpretation at Longford and/or Christ Church Illawarra, and ii) enter into negotiations with Christ Church with regard to the upkeep of Tom Robert's grave.	Governance & Community Dev Officer	Awaiting response from Dumaresq family.	
18/05/2015	125/15	Glenorchy City Council Re: Council Reform	That Council defer any action on this request from Glenorchy City Council awaiting the outcome of current benchmarking project with neighbouring councils.	General Manager	Benchmarking project to be finalised. Project expected to commence in Oct/Nov 2016.	Early 2017.
16/03/2015	63/15	Longford Horse Association	Approves expenditure of a maximum of \$2,000 from the Economic Development Committee budget to fund a consultant to review the proposed Longford Horse Trail to identify opportunities and restraints; and report back to Council.	General Manager	To be addressed as part of the Longford CBD Urban Design Plan.	
21/03/2016	78/16	Land Use and Development Strategy	That Council i) endorse the attached Land Use and Development Strategy brief to allow tenders to be called; ii) that the tender be called as staged reports and as a whole, and reported back to council.	Planning & Development Manager	Draft brief being reviewed by TPC.	30/11/2016

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



Matters that are grey shaded have been finalised and will be deleted from this schedule

15 KEY ISSUES BEING CONSIDERED: MANAGERS' REPORTS

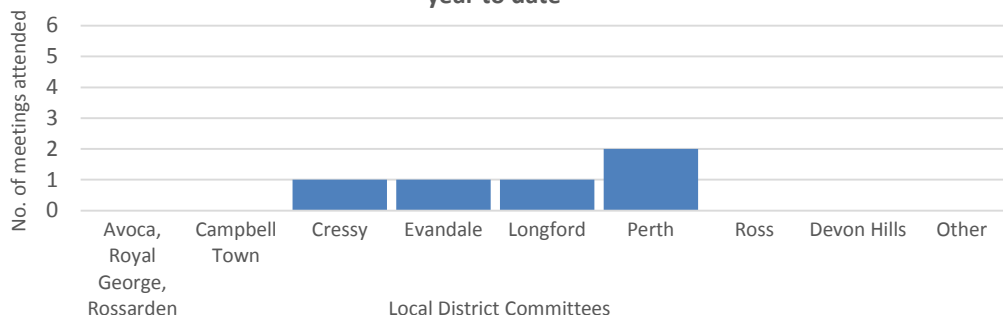
Activities from the 1 to 31 October 2016

1. GOVERNANCE

a. Governance – Meetings/Conferences

- Council meetings:
 - Ordinary meeting 17 October
- Council Workshop:
 - 3 October
 - 17 October
 - 31 October
- Executive Management Team:
 - 12 October
 - 26 October
- Staff Meeting
 - 4 October
 - 18 October
- Community meetings:
 - Perth Local District Committee
 - Evandale Advisory Committee

**2016/17 Meetings Attended
year to date**



- Other Meetings:
 - Attended Northern Midlands Economic Development Committee Meeting
 - Attended Ross Town Square Master Plan steering committee meeting
 - Attended TasWater General Meeting
 - Attended TEER Strategy and Partnership Committee meeting
 - Met with Minister Rene Hidding
 - Attended Airport Emergency Meeting
 - Met with Linda Manaena (Brand and Communications) TasNetworks
 - Met with Minister Guy Barnett
 - Met with Northern Council general managers re the Benchmarking Contract
 - Met and conducted inspection of Falls Park together with lessee
 - Attended Longford Township CBD Urban Design Strategy Steering Committee meeting
 - Met with Greg Alomes, Tasmanian Planning Commission
 - Attended Northern Regional Planning Management Committee meeting
 - Met with Ross Hart, Federal Member for Labor
 - Attended launch of TRANSLink Prospectus
 - Met with Council's Heritage and Architectural Advisors, David Denman & Associates
 - Met with Don Mackrill and Mike Charlesworth re CMCA

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



b. General Business:

- Health & Safety and Risk Management Review
- NBN Rollout
- Sub Regional Alliance
- Legal issues, leases and agreement reviews
- Interim Planning Scheme matters
- Road Construction
- Engineering Services
- Drainage issues & TRANSlink stormwater
- Road and Traffic matters
- Resource Sharing
- Animal Control matters
- Buildings
- Tourism
- NRM North
- Staff matters/Employment/Interviews
- Childcare matters
- Management Agreements and Committee Administration
- Office improvements
- Media releases and news items
- Grant application administration and support letters
- Local District Committee project support
- Event management
- Emergency Management
- Strategic Plan
- Local Government Reform
- Newsletters
- General correspondence.

2. REGULATORY & COMMUNITY SERVICES

a. Animal Control/Compliance

- Respond and investigate complaints in respect to dog management, including issuing notices and fines, declaration of dangerous dogs, and where required attend Court hearings in respect to disputed dog matters
- Conduct routine dog patrols within the municipality
- Review and renew kennel licences within the municipality
- Undertake training to conduct dog microchipping service
- Undertake continuing audit of planning permits
- Undertake regular inspections of overhanging trees and issue notices where required
- Inspect municipality for fire hazards, issue reminders and where required Fire Abatement Notices
- Undertaking review of Council's Footpath Trading Policy
- Conduct regular inspections of Council's free overnight camping facilities

b. Community Services

- Community master plans:
 - Campbell Town War Memorial Oval redevelopment – discussions with architect commenced, community consultation to proceed. Awaiting outcome of funding applications and requests to State Government for ground and lighting upgrades. Await draft deed of agreement from Australian Government for the funds committed during the election campaign
 - Campbell Town CBD Urban Design Master Plan – Consultants to attend November 28th Council Workshop to provide the outcome of the community consultation and discuss strategic priorities
 - Cressy War Memorial Swimming Pool Master Plan – awaiting structural review
 - Honeysuckle Banks Master plan – draft master plan being independently reviewed in light of the flood prone nature of the reserve Longford Play Space – installation has commenced.

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



- Longford Urban Design Master Plan – preliminary findings presented to Council workshop, community consultation to commence
- Longford Recreation Ground Master Plan - being presented to Council at the November 2016 Council Meeting
- Morven Park Master Plan – expressions of interest close
- Perth Recreation Ground Master Plan – adopted by Council, seeking funding opportunities
- Ross Swimming Pool Master Plan – awaiting structural review
- Ross Town Square Master Plan – community feedback collated, awaiting final concept plan
- TRANSLink Precinct Renewal program – funding application unsuccessful, further funding opportunities to be pursued
- Tourism
 - Heritage Highway Tourism Region Association
 - Assisting with the development of the 2016/17 Business Plan
 - Assisting with website upgrade, marketing activities, itineraries, newsletter and social media campaigns
 - Updating event directory
 - Participation on working group to develop convict themed self-guided tours of the Heritage Highway region
 - Providing support and information for all Northern Midlands Visitor Centres and provision of information to Regional Tourism organisations and tourism operators
 - Working with Campbell Town Museum & Information Centre on development of Campbell Town brochure
 - Collaborating with Tourism Northern Tasmania and Destination Southern Tasmania to develop the Heritage Highway Destination Action Plan
- Northern Midlands Business Association
 - Coordinating Northern Midlands Visitor & Information Centre: planning underway to refresh the visitor centre appearance and functionality – improving user experience for both visitors and volunteers
 - Powranna Truck Wash facility funding application successful
- Media and communications
 - Preparation of monthly double page spread Council pages in Country Courier
 - Preparation of weekly Council advert in Your Region, Examiner
 - Preparation of media releases, speeches and communications for website, newsletters and Facebook page
- Events
 - Liaising with various organisations and community groups regarding holding events within the Northern Midlands
 - Awaiting outcome of funding application for Northern Midlands Council Australia Day Event 2017
 - Awaiting outcome of funding application for event to commemorate Sergeant Lewis McGee VC
 - Advertising events through Council's web and social media publications
 - Draft hire form and erection/dismantling instructions relating to the new council marquees being trialled
- War Memorials
 - Liaising with Ross RSL Sub-branch and Tasmanian Wool Centre regarding refurbishment of BL 15lb Mark I No. 788 Field Gun, Ross
- Council Volunteer committees
 - Attendance at Local District Committee meetings and provide secretarial support
 - Liaising with Council's Management Committees
 - Maintaining Council's Volunteer Register
 - Requesting bi-monthly risk checklists be completed by facility committees of management
 - Liaising with booking officers regarding booking of Council facilities
- Citizenship ceremonies
- Emergency Management
 - Updating Council's Social Recovery Plan

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



- Health & wellbeing
 - Participating in the quarterly Northern Midlands Health Service Providers Forums
 - Member of the Northern Region Sport and Recreation Committee
 - Review of Council's Disability Access Policy and Action Plan
 - Met with Community Connector for NDIS/Baptcare regarding services offered to those who aren't accepted onto the National Disability Insurance Scheme.
- Youth
 - Managing the 2016 Further Education Bursary Program
 - Reviewing the programs contracted to Northern Job Link and PCYCs

c. Environmental Health

- Monitoring air, noise and water quality as required
- Advising in respect to development applications, as required
- Investigating reported breaches of environmental health matters
- Issuing food licences and conducting inspections
- Responding to general enquiries from the public on health matters
- Issuing Place of Assembly licences for events, as required
- Commencing discussions with local health providers regarding provision of immunisations within the Northern Midlands community (noting, Council presently outsources service to City of Launceston)
- Investigating environmental incidents, as required
- Investigating notifiable diseases, as required

3. CORPORATE SERVICES

a. Customer Service

- Member of the National Local Government Customer Service Network.
- Service Tasmania contract for services in Campbell Town.
- Policy reviews.

b. Finance

- Rates and dog licence issue & collection, valuation maintenance and adjustments, supplementary valuations, street numbering, electronic receipting & direct debit systems, interest and penalty.
- Pension rebates claims and maintenance, classification for two rebate maximums, verification of data.
- Sundry Debtors, and aging account review.
- Creditor payments and enquiries.
- Payroll, ETP calculations, payroll tax, child support, maternity leave, PAYG & annual summaries, superannuation, salary sacrifice, Workplace Legislation changes, EB provisions, salary reviews, staff training, leave accrual adjustments, leave loading calculations, Councillor allowances and expenses, Workers Compensation claims and payments, Award adjustments, sundry HR and policy issues.
- Property sales for unpaid rates, Debt Collection services, and Debt summons/warrants.
- Budget adjustments, End of Year Financials, KPI return, Asset Management, Fleet Hire, Long Term Financial Planning, Audit and Annual Report.
- Grants Commission information, sundry grant reporting and auditing. Committee financial management support and auditing.
- Property ownership, licences and leases, property committee, aged care unit tenancy, unclaimed monies register, Public Land Register, and sports centre management support.
- Records Management, archives, website and facebook, town and local committee web pages, new resident's information, council information policies and procedures.
- Banking & Investments, Direct Debit, Ezidebit, BPay Billing etc. and setup alterations.
- Rate System issues, 2016/17 Rating and Budget issues, General Finance, ABS Data Collection, and Grant Funding issues, Tax issues including GST, PAYG, FBT, Fuel & Land Tax, and Northern Finance committee.
- Cemetery management, onsite map display and website databases.
- Roads to Recovery work schedules, mapping, Annual Report and quarterly reports.
- Childcare financial reporting, audit, budgets & fee schedule reconciliations. Service support and account issues. Perth School After School Care proposal negotiations.

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



- General accounting, customer service, feedback survey, correspondence and reports.
- Audit & Audit committee procedures, processes and support.
- Emergency Management meetings, EM Plan reviews, Emergency Risk Register, Strategic Fire Plan meetings, Emergency desktop exercise and general administration issues.
- Waste Transfer Station Management issues, Kerbside waste collection contract issues and special clean-up service.
- General Office support and attendance of meetings, reports, emails & phone enquiries.
- Tooms Lake & Lake Leake ownership transfers, caretaker support, licence fee review issues, and contract issues.
- Street lighting contract & aurora pole reporting and maintenance.
- Community events and Special Projects support.
- Risk Management, safety management and reporting, drug & alcohol testing administration, and contractor and volunteer management.
- Light Fleet Management.

c. Insurance

- Insurance renewals and policy maintenance.
- Risk Register review and audits.
- 2 open Workers Compensation claim/s.
- 1 new motor vehicle claim.

d. Information Technology

- Server and desktop maintenance.
- New computer setup and minor upgrades of other IT equipment.
- Open Office Software upgrades and enhancement requests.
- GIS maintenance and training.
- Disaster Recovery & IT backup maintenance.
- Council Web Site, Town and Local District Committee site maintenance, NMBA website and HH App maintenance.
- Infonet system maintenance.
- ApproveTas maintenance.
- Cemetery database maintenance.
- Office telephone system & Mobile phone plan review.
- Sundry database creation and maintenance.
- Mobile device applications implementation, and remote access logins.
- Building security systems maintenance.
- Microsoft software maintenance.
- Maintain photocopiers and printers.
- Advanced IT security implementation and training.
- WiFi network and hotspots.
- Fleet tracking.
- ECM Upgrade implementation & training.
- Relocation of office arrangements setup.

4. DEVELOPMENT SERVICES

a. Policy

- Ongoing review of current policies.
- Ongoing review of work programs and standard operating procedures.
- Regular planning and building assessment unit meetings.
- Participation in the Economic Development Committee.
- Pursue development of tyre recycling facility.
- Participation in Launceston Gateway Project – Demand Analysis.
- Pursue preparation of Land Use and Development Strategy.
- Perth Structure Plan.

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



- By-Law preparation.

b. Building.

- Follow up of illegal building works continues
- Plumbing inspections and assessments continue
- Information and Training session being organised for November by Justice Department in relation to Permit Authority and Compliance Training with relation to the incoming Building Act 2016 in January.
- Assimilation of Plumbing and Building regulations into practice ongoing.

c. Planning

- Participation in the Launceston Gateway Precinct Master Plan project working group.
- Participation in Regional Planning Scheme issues.
- Attendance at State Planning Provisions hearings.
- Consideration of Planning Directives.
- Consideration of proposed planning legislative amendments.
- Ongoing review of procedures.
- Management of Perth Structure Plan project.
- NMC Land Use Strategy.
- Response to enquiries and development opportunities.
- Amendments to interim scheme.
- Assessment of development proposals.
- Liaison with appellants and RMPAT regarding Planning Appeals.

d. Compliance

- Permit conditions – Structured review of compliance with planning permit conditions – ongoing.
- Building audit - ongoing.
- Service of Building and Planning Notices.
- Prosecution for illegal buildings and works ongoing as required.
- Signage.

5. WORKS & INFRASTRUCTURE

In conjunction with INFO 5 – Works & Infrastructure Report.

a. Asset Management

- New asset information collection and verifications– ongoing.
- Programmed inspections of flood levee and associated infrastructure – ongoing.

b. Traffic Management

- Liaising with Department of State Growth to resolve traffic issues within municipality.
- Traffic counts on roads throughout the municipality – ongoing.

c. Development Work

- McShane subdivision, stage 2, (Seccombe Street, Perth) has reached final completion.
- 4 Lot Pegasus subdivision Ross at practical completion.
- Stage 2 of Hollejett subdivision (3 lots) in Edward Street, Perth has reached practical completion.
- 3 lot Gadsby subdivision in Cromwell Street, Perth has reached final completion.
- 5 lot Chugg subdivision in Malcombe Street, Longford has reached practical completion.
- Stage 2 of the Kerr/Bean/Shervan subdivision, Mulgrave and Seccombe Street, Perth has reached practical completion.
- 9 Lot Shervan Subdivision in Fairtlough Street, Perth has reached practical completion.

d. Waste Management

- Input into Regional Waste Management discussions – ongoing.
- Regular safety audits of all sites - ongoing

e. Tenders and Contracts

- Lake River Bridge, Macquarie Road approaching completion.

MINUTES – ORDINARY MEETING

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f. Flood levee

- Programmed monthly/ bi-monthly inspections of flood levee carried out by Works and Infrastructure staff.

g. Engineering

- Input into Northern Regional Infrastructure group – ongoing.
- Hydraulic modelling of stormwater system in Western Junction Industrial Area – ongoing.
- Development of stormwater plans for all towns as required by the *Urban Drainage Act 2013* – ongoing.

h. Capital works

- None to report.

g. NRM

- Continuation of delivery of NRM Facilitator Network Partnership with NRM North.
- On-going facilitation of Mill Dam Action Group and partnership relationships.
- Operation of NRM Committee of Council.
- Coordination of Mill Dam bank stabilisation project follow up and maintenance.
- Participation in facilitation of NRM North's Green Army Teams working with Northern Midland's landholders Community Engagement with supervised exhibition at Longford and Campbell Town Shows.
- On-going participation support with local Landcare groups as requested and where required – Perth/ Evandale, Nile, Rossarden.
- On-going collaboration with Department of Primary Industries Parks Water and Environment, with particular focus on Bio-security regarding reported weed infestations.
- Assistance to EHO, by undertaking Recreational Water Sampling for the 2014-15 season, data entry and Annual Recreational Water Report development.
- Participation with Development application assessment process as part of the Planning and Development team.
- Continuation of relationship with TAS TAFE Horticulture Certificate II & III.
- Council Host Officer for Round 4 Northern Midlands Council hosted Green Army Teams.
- Council representative to Tamar Estuary and Esk River (TEER) Scientific Technical Committee (STC).
- Support and facilitation of devolved grant submissions for landholders and community groups such as:
 - NRM North on ground works
 - TEER River Bank Erosion Grant.
- Attended Tas TAFE planting day.
- Attended Defensive Driver training.
- Assisted with Small landholder revegetation materials distribution.
- Attended site visit with Hydro Tas Senior Environmental Scientist at Brumby's Creek.
- Assisted and facilitated with Green Army Team Two participant interviews (*2).

16 RESOURCE SHARING SUMMARY FROM 01 JULY 2016

Prepared by: *Martin Maddox, Accountant/Executive Officer*

Resource sharing summary for the period 1 July 2016 to 30 June 2017 was circulated in the Attachments.

17 VANDALISM

Prepared by: *Jonathan Galbraith; Engineering Officer*

Incident	Location	Estimated Cost of Damages		
		Oct 2016	Jan – Oct 2016	October 2015
Graffiti in toilets	Valentines Park, Campbell Town	300		
Hand dryer	Longford	120		
TOTAL COST VANDALISM		\$ 420	\$ 10,590	\$ 700

MINUTES – ORDINARY MEETING

21 NOVEMBER 2016



18 YOUTH PROGRAMME UPDATE: OCTOBER 2016

Prepared by: Lorraine Green, Project Officer

Youth Activity Programs

Council has contracted the Longford and Launceston PCYCs to continue to provide youth programs weekly across the current school year term. The Longford and Perth programs assist high school-aged students to learn life and interpersonal skills through physical activity-based programs. The Evandale program targets primary school-aged children.

The Perth Youth Program on Thursdays 6.30-8.30pm had three sessions in October, with an average of 7 participants at each session..

The Longford Friday evening Youth Program at the Sports Centre had 34 participants across the three October sessions: averaging 11 participants at each session.

The Evandale Program on Friday afternoons had two sessions in October, with 22 participants at each session.

Youth Mentoring Program

Council contracts National Joblink (NJL) to provide fortnightly mentoring sessions at Campbell Town and Cressy District High Schools for students referred by school staff for assistance with primarily managing behavioural and socialisation issues. These sessions commenced early in Term One and are ongoing.

At Cressy District High School, the NJL mentor is working with grade 7 and 8 students, and at Campbell Town District High School he is working with students from grades 7-12.

19 NRM UPDATE – OCTOBER

Prepared by: Monique Case, NRM Facilitator

Green Army Team 1 Graduation

After twenty plus weeks' worth of effort including, but not limited to: OH&S, First Aid and TAFE training, weeding, heritage hedge layering training, track maintenance, revegetation, building maintenance, fencing, debris management, and endless hours of horticulture tasks in the frost, wind and rain of a Midlands winter. The Northern Midlands Council Hosted Heritage Green Army team celebrated their Graduation at a ceremony hosted at Woolmers with property hosts, Manpower Australia and Council representatives. The majority of participants left the program with some work going forward.

Longford Show

Was well attended again this year with 7000 expected. Council were lucky to retain our place in the Woolshed with another bumper crop of high quality fleeces this year competing for space. The information stand this year featured a vast array of material for people to peruse and examine with much on offer for their selection.

20 2016 – NATURAL DISASTER RESILIENCE GRANTS PROGRAM APPLICATIONS

Prepared by: Maree Bricknell, Deputy Emergency Management Officer

Council has made application under the Natural Disaster Resilience Grant Program for funding and the application consists of three parts:

- i) **Paton Street Drainage Diversion:** This project will divert stormwater around or through the existing flood levees in Longford and significantly alter the internal catchment that needs to be pumped over the flood levees once the town has been isolated by mainstream flooding.
- ii) **Back Creek Flood Gate Automation:** This flood gate must be manually closed to prevent Longford flooding from the South Esk River system. It prevents flood waters from travelling upstream into Back Creek and allowed the Back Creek flood levees to be built much lower than the South Esk River flood levees. If closed too early, or too late, flooding of Longford can occur from Back Creek. More importantly if not opened when Back Creek flood waters rise the gate can fail and be dislodged. It was only designed for a one sided loading arrangement. This has in the past required staff to "camp" on site 24/7 to monitor the gate and the flood levels

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on each side of it. This is understandably a highly stressful activity, and is one for which the number of trained staff are not as readily identifiable as they once were before water and sewer tasks were redirected. It is time to monitor these flood levels remotely and to automate the gate so that it is self-adjusting to the level differential across the levee – “closed when the South Esk is higher – open when Back Creek is higher”. This will avoid the risk of gate failure under the wrong hydraulic load.

- iii) **Back Creek Levee Augmentation:** The first two parts of this application intend to Deal with current risk. This project component intends to deal with medium to long term risk. Climate change is expected to increase the risk, the exposure and the complexity of managing the differential levee system at Longford. Some of this long term modelling has already taken place. In broad terms, and in the longer term, it is expected that maintaining levee height differences, without a back creek pumping station may not be sustainable. The purpose of this study is to understand the complexity, the difficulties and the consequential impacts of raising the Back Creek flood levee, and abandoning the need to have the Back Creek flood gates at all. If possible and affordable then it will guide the Longford decision making over the next 20-30 years.

Council has made a single application consisting of these three components.

DECISION

Cr Goninon/Cr Lambert

That the Information items be received.

Carried unanimously

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308/16 COUNCIL CALENDAR - SCHEDULE OF COUNCIL MEETING & WORKSHOP DATES

Responsible Officer: Des Jennings, General Manager
Report prepared by: Gail Eacher, Executive Assistant

1 PURPOSE OF REPORT

The purpose of this report is to set up a calendar of dates for the holding of Ordinary Council Meetings and workshops for the 2017 year and other scheduled meetings/ functions.

2 INTRODUCTION/BACKGROUND

In accordance with the provisions of the *Local Government (Meeting Procedures) Regulations*, an Ordinary Meeting of a Council is to be held at least once in each month and the schedule as shown hereunder fulfils this requirement.

In accordance with Section 6 of the *Local Government (Meeting Procedures (Regulations) Section 6 – Time of Meetings*

- (i) A meeting is not to start before 5pm unless otherwise determined by the Council by absolute majority or by the Council Committee by simple majority.
- ii) After each ordinary election, a Council and a Council Committee are to review the times of commencement of meetings."

3 STATUTORY REQUIREMENTS

Local Government (Meeting Procedures) Regulations 2005.

4 OFFICER'S COMMENTS/CONCLUSION

Generally, with the exception of December, Council meetings are held on the third Monday of each month thereby providing Council staff adequate time to finalise data from the previous month and enabling the inclusion of accurate and complete information in the agenda.

The following key dates should be noted:

- LGAT Elected Members' Professional Development Weekend – 25-26 February 2017
- ALGA National General Assembly (NGA) of Local Government - 18-22 June 2017
- LGAT AGM & Local Government Conference – 26 to 28 July 2017.

The dates for the Annual National Local Roads and Transport Congress 2017 have not as yet been set, however, the conference is usually held from Wednesday to Friday, with Wednesday being only the welcome drinks function from 5-7pm and then full conference days following.

It is common practice each year for Council to undertake a Municipal Bus Tour to inspect projects that have been identified for inclusion in the forthcoming budget and also to meet with Local District Committee representatives to discuss their issues of priority. It is suggested that a date for the Bus Tour be identified and included in the 2017 Council Meeting Schedule. An itinerary for the proposed Council Bus Tour will be prepared and circulated prior to the tour. It is proposed to take photographs of capital works items listed which could be provided to Councillors who are unable to attend. Consideration should be given to the following dates for the bus tour:

- Tuesday, 4 April;
- Wednesday, 5 April;
- Tuesday, 11 April;
- Wednesday, 12 April

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- Thursday, 20 April.

The following key dates should be taken into consideration in determining the date for the bus tour:

- Easter weekend 14 to 18 March
- School holidays 14 to 30 April

In considering the Calendar for 2017 it may also be prudent to identify the date that the Councillor Christmas function be held, the following dates are suggested:

- Thursday, 30 November or
- Thursday, 7 December

5 ATTACHMENTS

- 5.1 2017 Statutory Holidays for Tasmania
- 5.2 2017 Tasmanian School Term Schedule
- 5.3 2017 LGAT Calendar 2017

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That

- i) Ordinary Council Meetings and Workshops for the period January to December 2017 be held in accordance with the following schedule:

COUNCIL MEETING SCHEDULE 2017			
Council Meetings commencing at 5.00pm		Council Workshops commencing at 5.15pm	
Monday	*23 or 30 January		
Monday	20 February	Monday	6 February
Monday	20 March	Monday	6 March
Monday	*10 April	Monday	3 April
Monday	15 May	Monday	1 May
Monday	*26 June	Monday	5 June
Monday	17 July	Monday	3 July
Monday	21 August	Monday	7 August
Monday	18 September	Monday	4 September
Monday	16 October	Monday	2 October
Monday	20 November	Monday	#30 October
Monday	11 December	Monday	#27 November

* Not third Monday in the month

Not first Monday in the month

- ii) a Council Workshop be scheduled for 4pm, prior to each Ordinary Council Meeting for the period January to December 2017.
- iii) the Council bus tour be conducted on2017.
- iv) the Councillors Christmas function be held on2017.
- v) Council consider other dates for inclusion in the Annual Council Calendar.

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DECISION

Cr Goss/Cr Knowles

That the matter be discussed.

Carried unanimously

Cr Goss/Cr Gordon

That

- i) Ordinary Council Meetings and Workshops for the period January to December 2017 be held in accordance with the following schedule:

COUNCIL MEETING SCHEDULE 2017			
Council Meetings commencing at 5.00pm		Council Workshops commencing at 5.15pm	
Monday	*23 January		
Monday	20 February	Monday	6 February
Monday	20 March	Monday	6 March
Monday	*10 April	Monday	3 April
Monday	15 May	Monday	1 May
Monday	*26 June	Monday	5 June
Monday	17 July	Monday	3 July
Monday	21 August	Monday	7 August
Monday	18 September	Monday	4 September
Monday	16 October	Monday	2 October
Monday	20 November	Monday	#30 October
Monday	11 December	Monday	#27 November

* Not third Monday in the month

Not first Monday in the month

- ii) a Council Workshop be scheduled for 4pm, prior to each Ordinary Council Meeting for the period January to December 2017.
- iii) the Council bus tour be conducted on 26 April 2017.
- iv) the Councillors Christmas function be held on 7 December 2017.

Carried unanimously

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309/16 WEST PERTH FLOOD MITIGATION WORKING GROUP

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

1 PURPOSE OF REPORT

This report seeks Council's approval to establish an interagency work group to identify flood mitigation options for the Sheepwash Creek catchment in West Perth.

2 INTRODUCTION/BACKGROUND

Council at its meeting on 21 September 2015 considered options to resolve stormwater drainage issues at West Perth (minute reference 272/15):

Cr Goninon/Cr Knowles

That Council

- 1) initiate ongoing discussion with the State Government and TasRail to fully investigate opportunities to fund the required upgrade of Youl Main Road and Drummond Street and their associated drainage culverts, including culverts under the railway line; and*
- 2) concurrently investigate the introduction of a stormwater head-works levy.*

Carried unanimously

Council at its meeting on 19 October 2015 (minute reference 295/15), resolved:

Cr Knowles/Cr Gordon

That

- i) Council receive the report titled Stormwater Assessment and Recommendations for Northern Midlands Council - West Perth dated September 2015.*
- ii) the assessment area be included in the itinerary for the 2016 Councillor bus tour.*

Carried unanimously

During the work plan preparation, consideration would be sought re the sharing of costs between all parties.

In regard to the West Perth Drainage Study, Council at its meeting on 16 May 2011 (minute reference 135/11), resolved:

Cr Calvert/Deputy Mayor Downie

That Council:

- i) Adopt the report.*
- ii) Approve of the advancement of the administrative and consultative processes to provide for the reduction of the flood risk in the west Perth drainage area.*
- iii) Approve of listing the required improvements for budget consideration, prioritised as follows:*
 - (1) Drummond Street culvert – DIER contribution to be sought;*
 - (2) Upgrade channel – remove old bridge structure and reshape channel at Norfolk Street.*
 - (3) Install new culvert at rail line – DIER/ Rail authority contribution to be sought, with channel improvements between Norfolk Street and rail line.*
 - (4) Install culvert at Youl Main Road with channel to new rail line culvert.*
 - (5) Install additional culvert at Edward Street with channel to new Youl Main Road culvert.*
 - (6) Upgrade channel between Edward Street and Phillip Street, this work to proceed consistent with legal advice as to the most effective means to achieve and provide the ongoing maintenance of the drain.*

Carried unanimously

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3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following “Volume 1 – Mapping Our Direction” goals have relevance to this issue:

- 1.13 Asset Management
- 4.6 Strategic Planning
- 5.2 Hydraulic Infrastructure (Stormwater)

4 POLICY IMPLICATIONS

Provide guidance for development controls for an area subject to some flooding.

Provides guidance to Council to prioritise stormwater facility upgrades.

5 STATUTORY REQUIREMENTS

Consistent with Council’s “duty of care” and the provisions of the Land Use Planning and Approvals Act 1993 and the Urban Drainage Act 2013 to minimise the impact of flooding on urban properties.

6 FINANCIAL IMPLICATIONS

The actual cost of the project is yet to be determined. A scoping meeting is expected to be arranged in the near future, to finalise a work plan, with associated costs to then be determined.

During the work plan preparation, consideration would be sought re the sharing of costs between all parties.

7 RISK ISSUES

Identified risk issues include:

- At present there is a risk to public safety during times of major flood events when roadways are submerged. Upgrading of the drainage facilities will minimise the likelihood of road surface flooding.
- Council takes no action to minimise the likelihood of road surface flooding and the development of parcels of land for residential subdivision purpose are lost.
- The improvements to the stormwater infrastructure are made and the area is hit with events greater than what it was designed for.
- The Council does not equitably distribute the cost of the stormwater improvements to the individuals that receive a direct benefit.

8 CONSULTATION WITH STATE GOVERNMENT

There will be ongoing consultation with State Government at senior management and Ministerial levels.

9 COMMUNITY CONSULTATION

Community consultation requirements will be identified within the agreed work plan for the project.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council may resolve to take no action or agree to Council Officer’s participation in a working group with a focus to identify flood mitigation options for Sheepwash Creek catchment at West Perth with an agreed funded implementation strategy.

11 OFFICER’S COMMENTS/CONCLUSION

The purpose of the working group would be to ensure that stormwater management is addressed in the total catchment with the participation of the following stakeholders:

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- Representatives from State Growth
- Hydrologists
- Representative from NRM North
- Landscape Architect
- Council Officers

They would be responsible for working together to develop, implement and fund a coordinated and multi-objective approach to management of stormwater in the area.

The development of a stormwater management plan will provide a template for the management of stormwater in the catchment that aims to address exiting problems and capitalising on opportunities for providing a range of benefits through multi-objective planning. The plan will be a basis for developing a budget, specifying cost apportionment arrangements between stakeholders as appropriate and seeking State funds (matched by Council) to implement the plan.

The work plan may include:

- Identify the flood envelope;
- Identify flood mitigation opportunities;
- Maintain a corridor that manages the peak flows with specified criteria;
- Develop a Water Sensitive Urban Design that improves the outcomes for the environment;
- Provide for passive recreation, cycling and walking; with playgrounds and barbecue on higher ground;
- Identify further residential developments along the perimeter of the corridor where appropriate, with orientation of development facing green open space within those environments;
- Estimate capital and recurrent costs; and assign priorities and timeframes to each of the actions;
- Define the obligations of the relevant stakeholders in funding, implementing and communicating the plan.

In summary, the primary purpose of the plan is to address how stormwater quantity and quality should be managed to protect ecological, social/cultural and economic values of the area and management issues are addressed in a coordinated manner.

12 ATTACHMENTS

Nil.

RECOMMENDATION 1

That Council discuss the matter.

RECOMMENDATION 2

That a West Perth Flood Mitigation Work Group be established and terms of reference for the group be prepared.

DECISION

Cr Polley/Cr Calvert

That the matter be discussed.

Carried unanimously

Cr Polley/Cr Knowles

That a West Perth Flood Mitigation Work Group be established and terms of reference for the group be prepared.

Carried unanimously

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310/16 PUBLIC TOILETS AT VALENTINE'S PARK, CAMPBELL TOWN

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

1 PURPOSE OF REPORT

The purpose of this report is to seek direction from Council on the expansion of the public toilets at Valentine's Park, Campbell Town and the sourcing of external funding to support their construction.

2 INTRODUCTION/BACKGROUND

Campbell Town is a major service centre for the travelling public, both from north and south on the Midland Highway, with the public toilets at Valentine's Park Campbell Town being frequented. The Campbell Town CBD Urban Design and Traffic Management Strategy has identified that the existing facilities require urgent expansion.

The current facilities were constructed in 1996 at a cost of approximately \$81,000, the amenities were designed to complement the historic nature of the surroundings at Valentine and Grange Parks.

Council would recall in 2015 the Conara public toilets, which were owned and maintained by the State were removed due to safety concerns.

State Growth at that time put to Council that they were prepared to replace the toilets on the proviso that Council would be responsible for the ongoing maintenance. Council did not accept this offer and the facility has not been replaced.

The community has raised with Council its concerns over the ongoing use of the Conara site as an overnight stay facility, which has associated with it, inappropriate activity by a number of users. Subsequently this use should be discouraged. Failing to replace the toilet facilities discourages overnight camping at Conara.

Council already manages and maintains quality toilet facilities available for the travelling public at Campbell Town, Perth and Avoca.

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

Part 1A: Governance

- 1.1 Governance
- 1.4 Community Agendas
- 1.8 Regional/ State/ Federal/ International Relations

Part 1B: Finance

- 1.9 Financial Management
- 1.10 Customer Service
- 1.13 Asset Management

Part 2: Economic Development

- 2.1 Long Term Economic Development

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- 2.2 Tourism Industry Support

Part 4 : Structure Planning and Sustainability

- 4.11 District Centre

Part 5: Physical Assets

- 5.3 Community Facilities

4 POLICY IMPLICATIONS

Council provides public toilet facilities that meet the needs of the community and travelling public in line with generally accepted standards of amenity and public safety.

5 STATUTORY REQUIREMENTS

Compliance with legislation, Building Code of Australia and the planning scheme.

6 FINANCIAL IMPLICATIONS

A design is being prepared for the expansion of the Campbell Town toilet facility at Valentine's Park, along with a cost estimate.

7 RISK ISSUES

If Council fails to expand the facility along with the cleaning program, the impact on Council's reputation and local businesses may be significant.

Campbell Town is a major service centre, centrally located for the travelling public with thousands of visitors travelling through and stopping for refreshments and utilise the public facilities.

8 CONSULTATION WITH STATE GOVERNMENT

Informal discussions have taken place raising the prospect that Council may make a formal application to Minister Hidding seeking the reallocation of the funding originally offered to replace the Conara toilet to the upgrade of the Valentine's Park facility at Campbell Town.

9 COMMUNITY CONSULTATION

The recent consultation undertaken to prepare the Campbell Town CBD Urban Design and Traffic Management Strategy has identified the need to upgrade the facility along with improved cleaning.

10 OPTIONS FOR COUNCIL TO CONSIDER

Options available to Council include:

- Take no further action in this matter, or
- Make application to Minister Hidding for the reallocation of the funds (originally identified for the Conara site replacement toilets) to upgrade the public toilets at Valentine's Park, Campbell Town.

11 OFFICER'S COMMENTS/CONCLUSION

It has been demonstrated that the public toilet facility is in need of expansion and a funding source for the works is required.

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A possible external funding source has been identified, and Council support for a formal request to the Minister is sought.

RECOMMENDATION 1

That the matter be discussed by Council.

RECOMMENDATION 2

That Mayor Downie formally writes to Minister Hidding seeking a financial contribution toward the upgrade of the Valentine's Park public toilets at Campbell Town.

DECISION

Cr Gordon/Cr Goninon

That Council discuss the matter.

Carried unanimously

Cr Polley/Cr Gordon

That Mayor Downie formally writes to Minister Hidding seeking a financial contribution toward the upgrade of the Valentine's Park public toilets at Campbell Town, through the possible reallocation of funds which were proposed to be expended on the replacement of the Conara public toilets.

Carried unanimously

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311/16 POLICY UPDATE – FIRE ABATEMENT

File: 44/001/001
Responsible Officer: Amanda Bond, Regulatory & Community Services Manager
Report prepared by: Amanda Bond, Regulatory & Community Services Manager and
Tammi Axton, Compliance Officer

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of an amendment to its Fire Abatement Policy.

2 INTRODUCTION/BACKGROUND

The Fire Abatement Policy was adopted on 18 February 2013 and has not been reviewed since that date.

Council's Compliance Officer, during October, conducted inspections of the municipality and issued reminder notices to residents to clear and maintain vegetation leading into summer.

In late November/early December Council's Compliance Officer is scheduled to conduct follow up inspections and will issue abatement notices where required.

Upon reviewing Council's Fire Abatement Policy, Council's Compliance Officer identified the policy indicates Council will advertise a free green waste disposal day to coincide as closely as practicable with the onset of the fire permit period.

Council has not budgeted for, and does not offer a free green waste disposal day. Further, Council has never provided this service.

As such, the Fire Abatement Policy will need to be amended accordingly.

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

- 1.6 Risk Management
- 3.1 Individual and Community Safety

4 POLICY IMPLICATIONS

It is important Council's policies accurately reflect the services offered.

5 STATUTORY REQUIREMENTS

5.1 *Local Government Act 1993* Division 6

6 FINANCIAL IMPLICATIONS

Council has not budgeted for the service identified in the policy.

7 RISK ISSUES

As Council does not offer the service identified in its Policy there is a risk that unreasonable expectation is being set for residents.

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8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

To agree / not agree to update the Fire Abatement Policy as recommended.

11 OFFICER'S COMMENTS/CONCLUSION

Council has never offered a free green waste disposal as identified in the policy. Anecdotally, Council does not receive requests for the service to be offered.

Council officers do not consider the offering of the service will result in more people clearing their waste and less abatement notices being required to be issued.

12 ATTACHMENTS

12.1 Fire Abatement Policy with tracked changes.

RECOMMENDATION 1

Council endorse the amendments to the Fire Abatement Policy.

DECISION

Cr Goss/Cr Goninon

That Council endorse the amendments to the Fire Abatement Policy.

Carried unanimously

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312/16

LONGFORD RECREATION GROUND 2030 MASTERPLAN

Responsible Officer: Amanda Bond, Regulatory & Community Services Manager
Report prepared by: Lorraine Green, Project Officer

1 PURPOSE OF REPORT

To:

- i) present to Council the Longford Recreation Ground 2030 Master Plan;
- ii) seek Council's acceptance and release of the Master Plan;
- iii) seek Council's endorsement of the way forward with the Master Plan.

2 INTRODUCTION/BACKGROUND

Council is committed to promoting the health and well-being of Northern Midlands residents by ensuring the provision of sport and recreation facilities and programs/activities that enable residents to participate in physical activity. The Longford Recreation Ground is an integral component of the sport and recreation infrastructure of the Northern Midlands, serving as the town's main sport and recreation precinct.

Council needs to ensure Northern Midlands sport and recreation facilities are maintained and further developed over time to meet the everchanging needs of the community in terms of demographic changes, changing recreation and leisure demand trends, and emerging new sport and recreation activities.

In December 2016 Council contracted Lange Design to develop a masterplan to drive the maintenance and further development of the Longford Recreation Ground to ensure it continues to meet the sport and recreation needs of Northern Midlands residents into the future.

The consultant's work included assessment of the existing facilities/infrastructure and consultation with key stakeholders including user groups, community members and Council officers.

Lange Design has submitted the final report to Council. The master plan explores the full potential of the ground and how that potential can consolidate the Longford and district community sporting activities to better accommodate the future population of the area. The plan recommends an eight-staged program of works from 2017 through to 2030: dependent on the sourcing of funds.

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goal is relevant to this issue: 3.2 Health "To develop the health and well-being of Northern Midlands communities".

4 FINANCIAL IMPLICATIONS

The total cost of implementing the Master Plan is estimated as \$7,626,600 GST exclusive, of which \$4,215,000 relates to the construction of a new Longford Sports Centre facility and associated car park extension.

It is proposed that Council consider funding components of the Master Plan in forthcoming Council budgets, and Council Officers seek to secure external grants to assist with the implementation of the Master Plan.

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5 COMMUNITY CONSULTATION

Broad community consultation underpinned the development of the Master Plan, including consultation with the Longford Recreation Ground Management Committee and Longford residents, and a survey of user groups.

Information was also sourced from Council documents and reports, site investigations, site survey data and aerial photography.

6 OPTIONS FOR COUNCIL TO CONSIDER

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

7 OFFICER'S COMMENTS/CONCLUSION

The consultant has fulfilled the requirements of the Master Plan project brief. Following broad community and stakeholder consultation, review of relevant literature and plans, and site investigations, the consultant has developed a comprehensive Master Plan for the redevelopment of the Longford Recreation Ground.

8 ATTACHMENTS

- 8.1 Longford Recreation Ground 2030 Master Plan: October 2016
- 8.2 Longford Recreation Ground 2030 Master Plan Map: October 2016

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council:

- i) Accept the Longford Recreation Ground 2030 Master Plan;
- ii) Consider funding components of the Master Plan in forthcoming Council budgets, and request Council Officers to seek to secure external grants to assist with the implementation of the Master Plan.

DECISION

Cr Adams/Cr Goninon

That the matter be discussed

Carried unanimously

Cr Goss/Cr Lambert

That the matter be discussed at a future Council Workshop.

Carried unanimously

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313/16 CMCA RV PARK PROJECT

Responsible Officer: Amanda Bond, Regulatory & Community Services Manager

Report prepared by: Amanda Bond, Regulatory & Community Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's position on progressing the proposal by the Campervan and Motorhome Club of Australia (CMCA) to establish a CMCA members only RV Park in the Northern Midlands.

2 INTRODUCTION/BACKGROUND

A report was presented to the Council meeting in September 2016 tabling correspondence received from the CMCA, seeking expressions of interest from Councils for the establishment of a CMCA run caravan park in their municipality.

The CMCA are seeking Council to:

- advise and support in identifying a site; and
- provide assistance in undertaking any required development application or obtaining local or state government approvals.

A CMCA RV Park would be a member only facility, specifically targeted to self-contained RVs. The project is aimed to increase the number of CMCA RV facilities in the country to a minimum of 100 by 2019, and boost CMCA membership. There is presently one CMCA RV Park in Australia, located in Queensland.

Prior to commencing the investigation for suitable sites, contact was made with the CMCA to seek a status update on the progress of their project, given the time that had lapsed since the initial contact.

The following advice was received:

- Two sites have been identified in Tasmania for CMCA Run Caravan Parks;
- The CMCA hope to establish sites prior to January 2017, in readiness for the National CMCA Rally to be held in Pontville in March 2017;
- As the CMCA run parks are for CMCA members only, they are not considered competition to existing businesses.
- Should the CMCA lease land from Council for the park it would be proposed to be at a peppercorn rate, and for a period of 10 years (dependant on the suitability of the site).
- Volunteer management of the facilities occurs by CMCA members who are trained in management and look after the facility for 1-3 months at a time.

CMCA State Coordinator Mr Don Mackrill and Mr Michael Charlesworth (Northern Region Coordinator) met with Council officers on 31 October 2016, prior to the Council workshop.

During that meeting it was advised the CMCA do not wish to establish sites in towns where existing caravan parks exist. The CMCA's preference is to establish in RV Friendly towns.

The essential criteria for an RV friendly town is:

- Provision of appropriate parking within the town centre, with access to a general shopping area for groceries and fresh produce.
- Provision of short term, low cost overnight parking (24/48 hours) for self-contained RVs, as close as possible to the CBD.
- Access to potable water.
- Access to a free dump point at an appropriate location.

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Campbell Town is an RV friendly town.

The CMCA is presently working with George Town, Kentish and Derwent Valley Councils in respect to the installation of CMCA RV parks, and thus, is looking for a site further south within the Northern Midlands municipality.

The preferred location of the CMCA for a CMCA RV Park in Tasmania, is the existing free overnight camping site in Campbell Town, located at Blackburn Park (formerly known as Wardlaw Park).

Discussion was also had in respect to Avoca and Conara as potential sites. It is noted Avoca and Conara are not presently classified as RV Friendly Towns.

Mr Mackrill and Mr Charlesworth presented to Council at its workshop on 31 October 2016.

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following “Volume 1 – Mapping Our Direction” goals have relevance to this issue:

- 2.2 Tourism Industry Support
- 2.3 Business Support

4 POLICY IMPLICATIONS

There are no policy implications identified.

5 STATUTORY REQUIREMENTS

Should the CMCA wish to proceed with the installation of a CMCA RV Park in Campbell Town, it would be necessary to make an application to amend the Northern Midlands Council Interim Planning Scheme as the identified area is zoned Open Space which is not permissible for a caravan park.

There is presently a permit over the site permitting the site for use as “an overnight rest area for motor homes, campervans and caravans”. However, this permit would not extend to the use proposed by the CMCA as their intention is that the sites could be used for longer than 24 hours.

6 FINANCIAL IMPLICATIONS

The request made by the CMCA indicates there is no financial cost to Council to support the initiative.

7 RISK ISSUES

There are presently two private businesses operating caravan parks in the Northern Midlands. There is a risk that if Council supports the development of a CMCA managed site, this will create unfair competition to the two existing businesses, competing in a small region.

If Council were to lease Blackburn Park to the CMCA, it would be removing the free overnight facility in Campbell Town and thus, would need to decide whether or not it would like to offer the service in a different location, or not at all in Campbell Town.

Whilst the CMCA has conducted a substantial amount of research into the proposal for the development of CMCA RV Parks in Australia, a specific business case has not been developed for the site. It is recommended the group prepare a business case for the identified site prior to proceeding with the development.

8 CONSULTATION WITH STATE GOVERNMENT

N/A

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9 COMMUNITY CONSULTATION

There has been no community consultation at present. It is recommended the community be consulted, along with the existing caravan park businesses within the municipality, prior to progressing such a development.

It is noted that Council does receive complaints in respect to the existing overnight camping at Blackburn Park, in particular in respect to non self contained vehicles using the site and generator noise. It is argued by the CMCA that these issues will be eliminated as non self contained vehicles will not be permitted to use the park, and there are strict guidelines in respect to generator use, both of which are monitored by the park manager.

10 OPTIONS FOR COUNCIL TO CONSIDER

- Express interest to the CMCA to explore the development of a CMCA RV Park in the Northern Midlands; or
- Decline the invitation of the CMCA to explore the development of a CMCA RV Park in the Northern Midlands.

11 OFFICER'S COMMENTS/CONCLUSION

There are two key issues identified with the proposal to progress with the development of a CMCA RV Park at Blackburn Park in Campbell Town:

1. The present zoning of the area is not permitted for the development of a caravan park; and
2. There are two existing caravan park businesses in the Northern Midlands, one merely 10 minutes drive from the proposed site.

It is recommended that prior to progressing this proposal the CMCA conduct community consultation, and consultation with the existing caravan park businesses in the Northern Midlands. Further, it is recommended the CMCA discuss with Council's Development Services department in respect to the requirements to allow a caravan park in the Open Space zone.

It is also strongly recommended that the CMCA prepare a business case for the site to assess the viability of the development.

12 ATTACHMENTS

- 12.1 CMCA RV Parks Project Overview
- 12.2 Northern Midlands Municipality RV Parks Proposal
- 12.3 CMCA Position Paper

RECOMMENDATION 1

That Council discuss the matter.

RECOMMENDATION 2

That Council supports, in principle, the proposal for a CMCA RV Park in Blackburn Park, Campbell Town, subject to:

- a) completion of community consultation for the proposal;
- b) completion of consultation with the Ross Motel & Caravan Park and the Longford Caravan Park for their input;
- c) the preparation of a business case in support of the proposal.

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DECISION

Cr Goss/Cr Knowles

That the matter be discussed.

Carried unanimously

Cr Goss/

That the matter be further considered at a future workshop, including the identification of additional locations.

The motion lapsed for want of a seconder

Cr Polley/Cr Goninon

1. That Council supports, in principle, the proposal for a CMCA RV Park in Blackburn Park, Campbell Town, subject to:
 - a) completion of community consultation for the proposal;
 - b) completion of consultation with the Ross Motel & Caravan Park and the Longford Caravan Park for their input;
 - c) the preparation of a business case in support of the proposal.
2. That Council consider additional locations at a future workshop.

Carried

Voting for the Motion:

Mayor Downie, Cr Adams, Cr Calvert, Cr Gordon, Cr Goninon, Cr Knowles, Cr Lambert, Cr Polley

Voting against the Motion:

Cr Goss

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314/16 POLICY UPDATE – PRIVACY POLICY

File: 44/001/001
Responsible Officer: Amanda Bond, Regulatory & Community Services Manager
Report prepared by: Amanda Bond, Regulatory & Community Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of an amendment to its Privacy Policy, incorporating the existing Online Privacy Policy.

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of an amendment to its Privacy Policy, incorporating the existing Online Privacy Policy.

2 INTRODUCTION/BACKGROUND

Council adopted its existing Privacy Policy Statement on 17 October 2005. The Privacy Policy Statement was last updated in July 2012. Council also has in place an Online Privacy Policy which was adopted in May 2003 and has not been reviewed since.

There is overlap between the two policies, therefore, it is sensible to consolidate the two policies into one document.

The amended Privacy Policy has been drafted using the Australian Government Guide to developing an Australian Privacy Principle Privacy Policy.

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

- 1.6 Risk Management
- 1.12 Information Management

4 POLICY IMPLICATIONS

There were significant changes to the *Privacy Act 1988* in March 2014. It is imperative that Council's Privacy Policy reflects these changes.

5 STATUTORY REQUIREMENTS

- Personal Information Protection Act 2004
- Privacy Act 1988
- Right to Information Act 2009

6 FINANCIAL IMPLICATIONS

Not applicable.

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7 RISK ISSUES

There is a risk that if Council's policies and procedures are not updated regularly, particularly in conjunction with legislative change, Council is not compliant with current legislation.

8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

To endorse the updated Privacy Policy which incorporates Council's existing Online Privacy Policy.

11 OFFICER'S COMMENTS/CONCLUSION

It is important for Council to update its policies regularly, particularly in line with significant legislative changes. This update consolidates Council's existing Privacy and Online Privacy documents, and also brings them in line with current privacy laws.

12 ATTACHMENTS

- 12.1 Existing Privacy Policy Statement
- 12.2 Existing Online Privacy Policy
- 12.3 Revised Privacy Policy

RECOMMENDATION 1

Council adopts the amended Privacy Policy, incorporating Council's existing Online Privacy Policy.

DECISION

Cr Polley/Cr Goninon

That the matter be discussed.

Carried unanimously

Cr Polley/Cr Goninon

That Council adopts the amended Privacy Policy, incorporating Council's existing Online Privacy Policy.

Carried unanimously

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315/16 MONTHLY FINANCIAL STATEMENT

File: Subject 24/023
 Responsible Officer: Maree Bricknell, Corporate Services Manager
 Report Prepared by: Maree Bricknell, Corporate Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to present the monthly financial reports as at 31 October 2016.

2 INTRODUCTION/BACKGROUND

The Corporate Services Manager circulated a copy of the Monthly Financial Summary for the period ended 31 October 2016.

SUMMARY FINANCIAL REPORT

For Month Ending: 31-Oct-16 4

A. Operating Income and Expenditure						
	Budget	Year to Date Budget	Actual	(\$,000)	Target 100%	Comments
Rate Revenue	-\$9,798,545	-\$9,798,545	-\$9,623,658	-\$175	98.2%	
Recurrent Grant Revenue	-\$4,080,395	-\$1,360,132	-\$1,323,129	-\$37	97.3%	
Fees and Charges Revenue	-\$1,731,851	-\$577,284	-\$474,252	-\$103	82.2%	
Interest Revenue	-\$435,842	-\$145,281	\$19,351	-\$165	-13.3%	Accrued revenue adjustment included
Reimbursements Revenue	-\$96,867	-\$32,289	-\$22,753	-\$10	70.5%	
Other Revenue	-\$1,655,334	-\$551,778	\$5,457	-\$557	-1.0%	
	-\$17,798,834	-\$12,465,308	-\$11,418,984	-\$1,046	91.6%	
Employee costs	\$5,165,838	\$1,721,946	\$1,592,196	\$130	92.5%	
Material & Services Expenditure	\$4,553,969	\$1,517,990	\$1,260,403	\$258	83.0%	
Depreciation Expenditure	\$5,327,234	\$1,775,745	\$1,331,504	\$444	75.0%	
Government Levies & Charges	\$685,419	\$228,473	\$6,752	\$222	3.0%	
Councillors Expenditure	\$190,097	\$63,366	\$55,297	\$8	87.3%	
Other Expenditure	\$1,244,239	\$680,383	\$539,358	\$141	79.3%	
Plant Expenditure Paid	\$497,495	\$165,832	\$147,681	\$18	89.1%	
	\$17,664,291	\$6,153,734	\$4,933,191	\$1,221	80.2%	
	-\$134,543	-\$6,311,574	-\$6,485,793			
Gain on sale of Fixed Assets	\$0	\$0	\$0	\$0	0.0%	
Loss on Sale of Fixed Assets	\$300,000	\$100,000	\$0	\$100	0.0%	
Underlying (Surplus) / Deficit	\$165,457	-\$6,211,574	-\$6,485,793			
	\$0		\$0			
Capital Grant Revenue	-\$2,267,676	-\$755,892	-\$737,301	-\$19	97.5%	
Subdivider Contributions	-\$430,000	-\$143,333	0	-\$143	0.0%	
Capital Revenue	-\$2,697,676	-\$899,225	-\$737,301			
	-		-			
Budget Alteration Requests						
- For Council authorisation by absolute majority						

B. Balance Sheet Items				
	Year to Date Actual	Monthly Change	Same time last year	Comments
Cash & Cash Equivalents Balance				
- Opening Cash balance	\$10,346,046	\$12,651,000		
- Cash Inflow	\$8,397,103	\$502,074		
- Cash Payments	-\$6,635,300	-\$1,045,225		
- Closing Cash balance	\$12,107,849	\$12,107,849		
	-	-		
Account Breakdown				
- Trading Accounts	\$271,321			

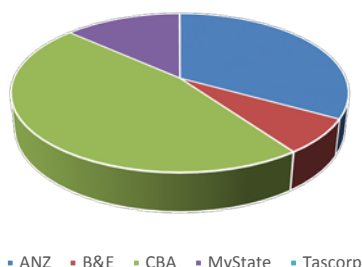
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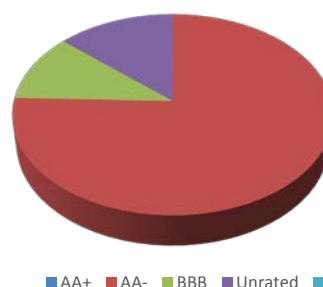


- Investments	\$11,836,528				
	\$12,107,849				
	-				
Summary of Investments	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value
Tasmanian Public Finance Corporation Call Account	1/10/2016	31/10/2016	1.50	\$5,136	\$5,143
CBA Call Account	30/09/2016	31/10/2016	1.40	\$1,204,993	\$1,206,426
ANZ	2/10/2016	2/04/2017	2.60	\$1,557,144	\$1,577,332
CBA	5/10/2016	5/01/2017	2.51	\$1,000,000	\$1,006,327
CBA	14/10/2016	13/02/2017	2.55	\$1,000,000	\$1,008,523
CBA	2/08/2016	2/11/2016	2.67	\$1,000,000	\$1,006,730
Bass & Equitable	15/07/2016	23/11/2016	3.00	\$609,734	\$616,299
CBA	31/08/2016	30/11/2016	2.55	\$1,500,000	\$1,509,536
CBA	14/09/2016	14/12/2016	2.50	\$1,500,000	\$1,509,349
My State Financial	25/12/2015	25/12/2016	3.75	\$1,146,152	\$1,189,250
ANZ	14/05/2016	14/05/2017	2.70	\$1,313,367	\$1,348,828
Total Investments				\$11,836,527	\$11,983,743

Investments by Institution

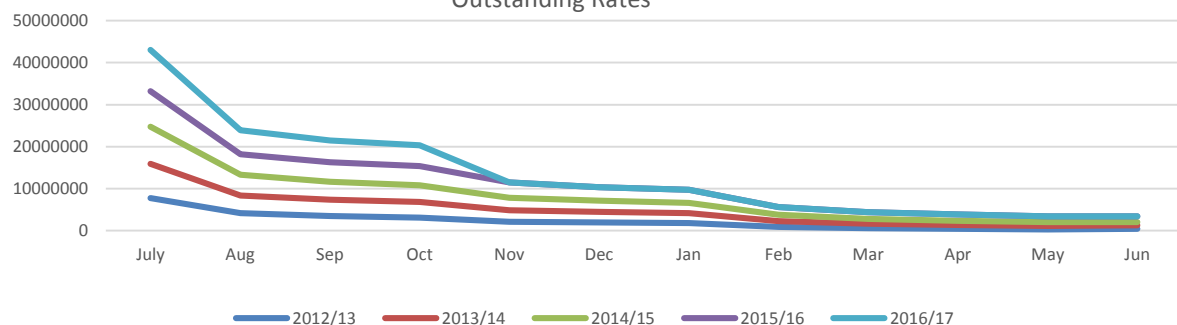


Total Investments by Rating (Standard & Poor's)



Rate Debtors	2016/17	% to Raised	Same Time Last Year	% to Raised
Balance b/fwd	\$1,365,785	15.0%	\$1,017,753	
Rates Raised	\$9,657,130		\$9,278,156	
	\$11,022,916		\$10,295,909	
Rates collected	\$5,683,696	50.9%	\$5,392,566	53.6%
Pension Rebates	\$424,489	4.3%	\$407,654	4.3%
Discount & Remissions	\$34,089	0.4%	\$47,201	0.5%
	\$6,142,274		\$5,847,421	
Rates Outstanding	\$4,968,207	59.3%	\$4,529,855	53.3%
Advance Payments received	-\$87,565	0.7%	-\$81,366	0.7%

Outstanding Rates



Trade Debtors	
Current balance	\$622,298
- 30 Days	\$514,706
- 60 Days	\$30,357
- 90 Days	\$33,066
- More than 90 days	\$44,170

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Summary of Accounts more than 90

days:

- Norfolk Plains Book sales	1,040	Paid by outlet as sold
- Hire/lease of facilities	229	
- Removal of fire hazards	2,791	
- Dog Registrations & Fines	25,607	Sent to Fines Enforcement
- Sales	3,500	Arrangement to pay
- Building Plumbing Engineering Fees	-	
- Private Works	11,003	

C. Capital Program

	Budget	Actual (\$,000)	Target 33%	Comments
Renewal	\$8,691,380	\$1,628,873	19%	
New assets	\$6,040,100	\$936,405	16%	
Total	\$14,731,479	\$2,565,277	17%	
Major projects:				
- Lake River Bridge Replacement	\$1,430,000	\$1,596,750	112%	Complete
- Campbell Town Recreation Ground Complex	\$1,500,000	\$0	0%	Design tender
- Rossarden Bridge Replacement	\$300,000	\$0	0%	assessment stage
- Nile Road reconstruction	\$264,000	\$0	0%	
- Woolmers Lane reconstruction	\$510,000	\$0	0%	
- Longford Playspace Equipment	\$253,000	\$143,907	57%	Stage 1
- Longford Boat Ramp jetty replacement	\$140,000	\$0	0%	

* Full year to date capital expenditure for 2015/16 provided as an attachment.

D. Financial Health Indicators

	Target	Actual	Variance	Trend	
Financial Ratios					
- Rate Revenue / Total Revenue	55.1%	53.8%	1.3%	↑	
- Own Source Revenue / Total Revenue	77%	88.4%	-11.3%	↓	
Sustainability Ratio					
- Operating Surplus / Operating Revenue	-0.9%	56.8%	-57.7%	↓	
- Debt / Own Source Revenue	0.0%	0.0%	0.0%	↔	
Efficiency Ratios					
- Receivables / Own Source Revenue	40.8%	55.4%	-14.6%	↓	
- Employee costs / Revenue	29.0%	13.9%	15.1%	↑	
- Renewal / Depreciation	163.1%	122.3%	40.8%	↑	
Unit Costs					
- Waste Collection per bin	\$10.58	\$10.46		↔	
- Employee costs per hour	\$43.05	\$34.77		↑	
- Rate Revenue per property	\$1,405.82	\$1,385.53		↔	
- IT per employee hour	\$3.17	\$2.72		↓	

E. Employee & WHS scorecard

	YTD	This Month	
Number of Employees	79.8	81	
New Employees	5	1	
Resignations	3	0	
Total hours worked	45787.71	9537.19	
Lost Time Injuries	2	1	
Lost Time Days	5	5	
Safety Incidents Reported	7	0	
Hazards Reported	7	2	
Risk Incidents Reported	1	0	
Insurance claims - Public Liability	1	0	
Insurance claims - Industrial	0	0	
Insurance claims - Motor Vehicle	3	0	
IT - Unplanned lost time	0	0	
Open W/Comp claims	5	2	

3 ALTERATIONS TO 2016-17 BUDGET

Following a budget review of income and expenditure items the following alterations/variances are

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highlighted and explained: -

- No items for October 2016.

The following alteration has been approved by the General Manager under delegation:

- No items for October 2016.

4 OFFICERS COMMENTS

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

5 ATTACHMENTS

- 5.1 Income & Expenditure Summary for period ending 31 October 2016.
- 5.2 Account Management Report to end October 2016.

RECOMMENDATION

That Council receive and note the Monthly Financial Report for the period ending 31 October 2016.

DECISION

Cr Goninon/Cr Polley

That Council receive and note the Monthly Financial Report for the period ending 31 October 2016.

Carried unanimously

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316/16 ANNUAL GENERAL MEETING

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to determine a time and date for Council's Annual General Meeting 2016.

2 INTRODUCTION/BACKGROUND

Section 72A of the *Local Government Act (LGA)* requires Council to hold an Annual General meeting no later than 15 December 2016.

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The goals identified in, "*Volume 1 – Mapping Our Direction*", 1.1 *Governance* are applicable to this report.

4 STATUTORY REQUIREMENTS

The *Local Government Act 1993* requires Council to prepare an Annual Plan for the municipal area for each financial year. The Council is also required to prepare an Annual Report which provides a summary of the Annual Plan for the preceding financial year. The Act sets out the details of what must be provided in the Annual Report which includes a copy of the Audit opinion for the preceding financial year.

The *Local Government Act 1993* requires:

Section 72. Annual Report

(2) The General Manager is to

(d) advertise in a daily newspaper circulating in the municipal area the availability of the report, together with an invitation to electors to lodge submissions on the report with the council for discussion at its annual general meeting.

Section 72B Annual General Meeting

(1) A council must hold an Annual General Meeting on a date that

(b) is not before 14 days after the date of the first publication of a notice under subsection (2).

(2) a Council must publish a notice in a daily newspaper circulating in the municipal area or other prescribed newspaper specifying the date, time and place of the Annual General Meeting.

5 FINANCIAL IMPLICATIONS

Council prepares the Annual Report internally and distributes the report on disc and/or hard copy.

6 RISK MANAGEMENT

Council has a responsibility under the *Local Government Act 1993* to hold an Annual General Meeting.

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7 COMMUNITY CONSULTATION

The Annual General Meeting provides an opportunity for Council to inform and engage with the community on current issues within the community. The meeting provides an opportunity for the public to gauge the success of the Council over the twelve month period taking into account the initiatives that were set in the preceding Annual Plan.

8 OFFICER'S COMMENTS/CONCLUSION

The Annual Report is currently being prepared and will be advertised for public comment on Wednesday, 23 November and Saturday, 26 November.

It is recommended that the Annual General Meeting be held at the Longford Council Office on Monday, 12 December 2016 at 5pm, in conjunction with the Council Meeting planned for that date.

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That the Annual General Meeting for the Northern Midlands Council be held at the Longford Council Offices on Monday, 12 December 2016, commencing at 5pm.

DECISION

Cr Goninon/Cr Lambert

That the Annual General Meeting for the Northern Midlands Council be held at the Longford Council Offices on Monday, 12 December 2016, commencing at 5pm.

Carried unanimously

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317/16 ROUND 2 ASSISTANCE – MAJOR FESTIVALS, EVENTS & PROMOTIONS

Responsible Officer: Maree Bricknell, Corporate Services Manager

Report prepared by: Maree Bricknell, Corporate Services Manager

1 PURPOSE OF REPORT

This report considers round two requests for assistance during 2016-17 by community, sporting and non-profit organisations holding major festivals, events or promotions in the Northern Midlands.

2 INTRODUCTION/BACKGROUND

Community groups, organisations or clubs may apply for assistance towards major festivals, events and promotions that are the only one of their kind in the Northern Midlands in any one year, and attract significant numbers of people to the event and/or attract significant media coverage of the Northern Midlands.

The maximum allocation to an event is \$1,650 except in the case of a major new event which can be eligible for a one-off seeding grant of up to \$3,300. Major events that are held annually are eligible for up to \$1,650 in-kind support each year.

Funding priorities are given to events that have a significant benefit for a wide range of Northern Midlands residents and businesses, are unique within Northern Midlands, or if profit making put the funds back into the community, preferably through community projects that will benefit a wide cross section of the community.

Round 2 Applications for 2016-17 were advertised on 14th and 17th September and closed on 1st November 2015.

Some 14 applications seeking some \$27,760 were received by Council.

Applicant	Event	Grant Sought
Woolmers Estate	Enchanted Grove Planting Event Spring 2017	\$1,100
Woolmers Estate	Built Heritage Tourism Forum May 2017	\$3,300
Ross Rodeo	Rodeo February 2017	\$1,100
Anglican Church	Annual Fair February 2017	\$110
RSL Longford	Remembrance Day 2018	\$3,000
Campbell Town Anzac Group	Anzac Day L McGee Medallion presentation	\$1,650
CMCA	Network Rally Feb 2017 - Campbell Town	\$3,300
YMCA	Skate Park League Development Program – at Longford	\$2,000
Cycling Australia	Tour of Tasmania 2016	\$5,000
Longford Cycle Club	Longford Street Criterium November 2016	\$3,750
Longford RSL	RSL markets	\$1,100
Anglican Church Lfd	Lfd Christ Church Art Exhibition March 2017	\$1,100
Launceston Art Society	Artists in Action Exhibition May 2017	\$1,650
Launceston Art Society	125 th Anniversary Eskleigh Art Exhibition Dec- Jan 2016	\$500-\$3,000

3 STRATEGIC PLAN

This policy is consistent with Council's adopted Strategic Plan 2007-2017 to provide support to local community and other agencies to identify and address priority needs and solutions through sustainable partnerships, community based activities and development projects.

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4 POLICY IMPLICATIONS

The event application guidelines set out a process for a fair and equitable distribution of financial assistance to local community groups.

5 STATUTORY REQUIREMENTS

There is no statutory requirement to provide a community event grant program.

6 CONSULTATION WITH STATE GOVERNMENT

The program is not to be a substitute or in conflict with state government sundry grant programs.

7 OFFICER COMMENTS

A budget allocation during 2016-17 of \$52,500 was available with \$6,000 plus an additional \$5,500 from GM Special Project funding is available for Round 2.

8 ATTACHMENTS

- 8.1 Funding Schedule
- 8.2 Copy of applications received

RECOMMENDATION 1

That Council discuss the matter.

RECOMMENDATION 2

That Council allocate Round 2 Special Event Funding as follows (excluding GST):

Applicant	Event	In-Kind	Grant
Woolmers Estate	Enchanted Grove Planting Event Spring 2017	\$250	\$500
Woolmers Estate	Built Heritage Tourism Forum May 2017	\$500	\$1,000
Ross Rodeo	Rodeo February 2017	\$500	
Anglican Church	Annual Fair February 2017	\$100	
RSL Longford	Remembrance Day 2018	\$250	\$500
Campbell Town Anzac Group	Anzac Day L McGee Medallion presentation		\$500
CMCA	Network Rally Feb 2017 - Campbell Town	\$250	\$1,000
YMCA	Skate Park League Development Program – at Longford		\$2,000
Cycling Australia	Tour of Tasmania 2016		\$2,500
Longford Cycle Club	Longford Street Criterium November 2016	\$650	\$1,000
Longford RSL	RSL markets		
Anglican Church Longford	Longford Christ Church Art Exhibition March 2017		
Launceston Art Society	Artists in Action Exhibition May 2017		
Launceston Art Society	125 th Anniversary Eskleigh Art Exhibition Dec- Jan 2016		
		\$2,500	\$9,000

DECISION

Cr Goninon/Cr Lambert

That the matter be discussed

Carried unanimously

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Cr Goss/Cr Knowles

That Council allocate Round 2 Special Event Funding as follows (excluding GST):

Applicant	Event	In-Kind	Grant
Woolmers Estate	Enchanted Grove Planting Event Spring 2017	\$250	\$500
Woolmers Estate	Built Heritage Tourism Forum May 2017	\$500	\$1,000
Ross Rodeo	Rodeo February 2017	\$500	
Anglican Church	Annual Fair February 2017	\$100	
RSL Longford	Remembrance Day 2018	\$250	\$500
Campbell Town Anzac Group	Anzac Day L McGee Medallion presentation		\$500
CMCA	Network Rally Feb 2017 - Campbell Town	\$250	\$1,000
YMCA	Skate Park League Development Program – at Longford		\$2,000
Cycling Australia	Tour of Tasmania 2016		\$2,500
Longford Cycle Club	Longford Street Criterium November 2016	\$650	\$1,000
Longford RSL	RSL markets		
Anglican Church Longford	Longford Christ Church Art Exhibition March 2017		
Launceston Art Society	Artists in Action Exhibition May 2017		
Launceston Art Society	125 th Anniversary Eskleigh Art Exhibition Dec- Jan 2016		
		\$2,500	\$9,000

Carried unanimously

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318/16 JBS LONGFORD ABATTOIR OPERATIONS

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

1 PURPOSE OF REPORT

This report advises Council that the EPA Tasmania has formally requested JBS Australia Pty Limited (JBS) to obtain advice from the Northern Midlands Council as to whether or not the Council requires a Development Application for increased production by the Longford abattoir to 50,000 tonnes of cold packed product per annum.

2 INTRODUCTION/BACKGROUND

JBS advises that:

- The current licence for the site (licence # 1567) has not been updated since 21/2/1977.
- The licence reflects 8,000 cattle per annum and 16,000 sheep per annum or 8,000 tonnes of cold pack product per annum.
- The site has maintained a production volume capacity of up to 460 beef per day (120,000 per annum) and 1,700 sheep per day (425,000 per annum) and effectively can operate at this volume for 250 days per year subject to stock availability.
- The plant actually processed 115,927 beef and 378,714 sheep for the January – December 2015 year.
- They have been requesting the EPA to revise the licence since January 2010.
- The increased production levels are now to be reflected in the revised licence when incorporating the proposed new Waste Water Treatment Plan Covered Anaerobic Lagoon (CAL).

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following “Volume 1 – Mapping Our Direction” goals have relevance to this issue:

- 4.7 Land Use Planning

4 POLICY IMPLICATIONS

None identified.

5 STATUTORY REQUIREMENTS

An abattoir producing 100 tonnes or more of meat or meat products per year is a Level 2 Activity under the *Environmental Management and Pollution Control Act*.

6 FINANCIAL IMPLICATIONS

None identified.

7 RISK ISSUES

None identified.

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8 CONSULTATION WITH STATE GOVERNMENT

The EPA has requested JBS Australia Pty Limited (JBS) to obtain advice from the Northern Midlands Council concerning whether or not the Council requires a Development Application for increased production by the Longford abattoir to 50,000 tonnes of cold packed product per annum.

9 COMMUNITY CONSULTATION

The proposed Covered Anaerobic Lagoon was placed on public notification and no representations were received.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can decide that:

- The increased production levels do not require a Development Application, providing the operations continue to be managed in accordance with the EPA licence and do not cause pollution and or harm to the surrounding environment; or
- It requires a Development Application for increased production by the Longford abattoir to 50,000 tonnes of cold packed product per annum.

11 OFFICER'S COMMENTS/CONCLUSION

The Longford abattoir has existing approvals for use as an abattoir, and the continued use of the abattoir does not require further planning approval.

The *Land Use Planning & Approvals Act 1993* and the *Northern Midlands Interim Planning Scheme 2013* do not regulate the amount of production at an abattoir. The *Environmental Management and Pollution Control Act* does regulate the amount of production at an abattoir.

It is considered that the increased production is a matter for consideration by the EPA under the *Environmental Management and Pollution Control Act*, not for Council under the *Land Use Planning & Approvals Act*.

12 ATTACHMENTS

N/A

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council advise JBS Australia and the EPA that as the *Land Use Planning & Approvals Act 1993* and the *Northern Midlands Interim Planning Scheme 2013* do not regulate the amount of production at the abattoir, a development application is not required for the increase in production.

DECISION

Cr Calvert / Cr Goninon

That the matter be discussed.

Carried unanimously

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Cr Goss/Cr Calvert

That Council advise JBS Australia and the EPA that Council requires a Development Application for increased production by the Longford abattoir for additional cold packed product per annum.

Carried unanimously

Mayor Downie adjourned the meeting for the meal break at 6.05pm.

Mayor Downie reconvened the meeting after the meal break at 6.45pm at which time Ms Boer and Ms Cunningham attended the meeting.

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319/16 PUBLIC QUESTIONS & STATEMENTS

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

Public question time is to commence immediately after the meal break at approximately 6:45pm and is to be conducted in accordance with the following guidelines:

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

1 PUBLIC QUESTIONS

William Street Reserve, Perth

Mr John Stagg, Perth

Mr Stagg advised that he believed that the William Street Reserve at Perth was in the worst condition that he had seen it in approximately 30 years; he raised concerns at the length of the grass, the overgrown bush and the possible presence of snakes due to the unkempt nature of the reserve. He raised further concerns in relation to the removal of sheep from the reserve and the fact that the gates to the reserve were still locked despite the commencement of daylight savings, at which time it was usual for the gates to be unlocked.

Mr Stagg asked why the gates to William Street Reserve were still locked?

Council’s General Manager, Mr Jennings, advised that the question would be taken on notice and that Mr Stagg be informed directly in relation to this matter.

320/16 COUNCIL ACTING AS A PLANNING AUTHORITY

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

DECISION

Cr Gonion/Cr Goss

That the Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* for Agenda item PLAN 1 – PLAN 3.

Carried unanimously

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2 STATEMENTS

PLAN 1 P16-056 - 60 Wellington Street, LONGFORD

Mrs Karen Bell – Applicant

Mrs Bell advised that she approached Council because she wished to expand her ice-cream business to include a take-away outlet. She believed that she had complied with all the requirements, however, was only made aware of the need for a permit for the canopy when the plumbers had plumbed-in the canopy. She stressed the need to have other income producing lines, other than ice-cream, for her business to remain sustainable and open. Mrs Bell advised that she employs 3 local persons to assist her in her business.

PLAN 3 P16-154 - 18 Wilmores Lane (corner Cressy Road), LONGFORD

Mr Bruce Pitt, Longford

Mr Pitt advised that he is currently part-owner of the land on which there is a contract of sale to the Barrett's, the property which is the subject of the application, he advised that the parcel of land comprises 7 acres of undeveloped land.

He noted that

- there are approximately 30 rural living type properties in the vicinity of the property at South Longford of 8 to 10 acres;
- the land is classed as farming land, but located between Longford House and the town;
- the property is not a large parcel of land and they are not looking to subdivide off agricultural land;
- the application had been advertised and no objections were received; and
- there should be no reason the land should not be allowed to be developed as per the many other properties in the vicinity.

Mrs Alicia Barrett – Applicant

Mrs Barrett referred to the recommendation to refuse their application. Mrs Barrett advised that she believed that due to the land classification and location, the land is practicably incapable of supporting an agricultural use; and they have an agronomists report to support their view. Mrs Barrett noted that the Agronico report states that the land is unsuitable for cropping, but is suitable for grazing which, due to the size of the property and the average quality of the soil, is limited. She pointed out that the report states that the property would support a maximum of 10 fat lambs which would be required to be supplement fed. Further, Mrs Barrett noted the application had been advertised with no objections being received.

In closing Mrs Barrett expressed the opinion that the term *practically incapable of supporting an agricultural use* was open to interpretation; and noted that the plans were to construct the dwelling outside of the attenuation area as required by the Planning Scheme.

Cr Knowles declared an interest in item PLAN 1, signed the register and left the meeting at 6.57pm.

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321/16 PLANNING APPLICATION P16-056 60 WELLINGTON STREET, LONGFORD

Responsible Officer: Des Jennings, General Manager
Report prepared by: Melissa Cunningham, Planner
File Number: 113601.24 CT58179/2

1 INTRODUCTION

This report assesses an application for 60 Wellington Street, Longford for retrospective approval for a change of use to food services (café and takeaway food premises), installation of extractor fan and signage.

2 BACKGROUND

Applicant:
K Bell

Owner:
N Madden

Zone:
General Business

Codes:
Heritage precinct

Classification under the Scheme:
Food service & signage

Previous Approved Use:
General Retail & Hire (Antique shop)

Deemed Approval Date:
21-Nov-2016

Recommendation:
Approve

Discretionary Aspects of the Application

- Heritage precinct
- E6.6.1: Vary car parking provisions
- E6.7.6: Vary Loading bay provision
- E6.8.2: Vary bicycle parking access, safety and security provision

Planning Instrument: *Northern Midlands Interim Planning Scheme 2013*

Preliminary Discussion

Prior to the application becoming valid, the following requests to the applicant were made for information to make the planning application valid:

- 15.03.2016 – Planning application submitted.
- 16.03.2016 – Email to applicant advising fees.
- 18.03.2016 – Email to applicant that Heritage Advisor has concerns with design. Heritage advisor contacted signage designer about issues and for a new design to be submitted.
- 10.05.2016 – Reminder to applicant.
- 22.06.2016 – Reminder to applicant.
- 11.07.2016 – Planning application fees paid.
- 22.08.2016 – Further information request – floor and site plans, change of use requirements & amended planning application.
- 14.09.2016 – Complaint received about use of building.
- 21.09.2016 – Planning application form revised to include use & application became valid.

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Site from corner of Archer and Wellington Streets:



3 STATUTORY REQUIREMENTS

The proposal is an application pursuant to section 57 of the *Land Use Planning & Approvals Act 1993*. Section 48 of the *Land Use Planning & Approvals Act 1993* requires the Planning Authority to observe and enforce the observance of the Planning Scheme. Section 51 of the *Land Use Planning & Approvals Act 1993* states that a person must not commence any use or development where a permit is required without such permit.

The applicant has breached legislative requirements, as a change of use has commenced, and signage and an extractor fan have been installed without a planning permit. An *Intention to Issue an Enforcement Notice* was served on the applicant regarding the illegal use and development. The notice required the applicant to show cause within 14 days why an Enforcement Notice requiring a valid planning application (for the change of use and installation of signage and extractor fan) to be made by 01 November 2016 should not be issued. It also noted that until a planning permit was granted, and in effect, that no cooking of fried foods was to take place and any breach may result in an infringement notice being issued.

NOTE: USE OF THE FRYER, AND THE SALE OF FRIED FOODS MUST NOT COMMENCE WITHOUT A PLANNING PERMIT granted and in effect in accordance with the Act and the provisions of the Planning Scheme.

If such use commences it will constitute a breach of the Planning Scheme.

Council has the ability to issue an Infringement Notice each day the scheme is breached, for a fine of \$2,355 for a person or \$11,775 for a company.

4 ASSESSMENT

4.1 Proposal

It is proposed to:

- Obtain planning approval for a change of use to food services (café and takeaway food premises); &
- Install extractor fan & signage.

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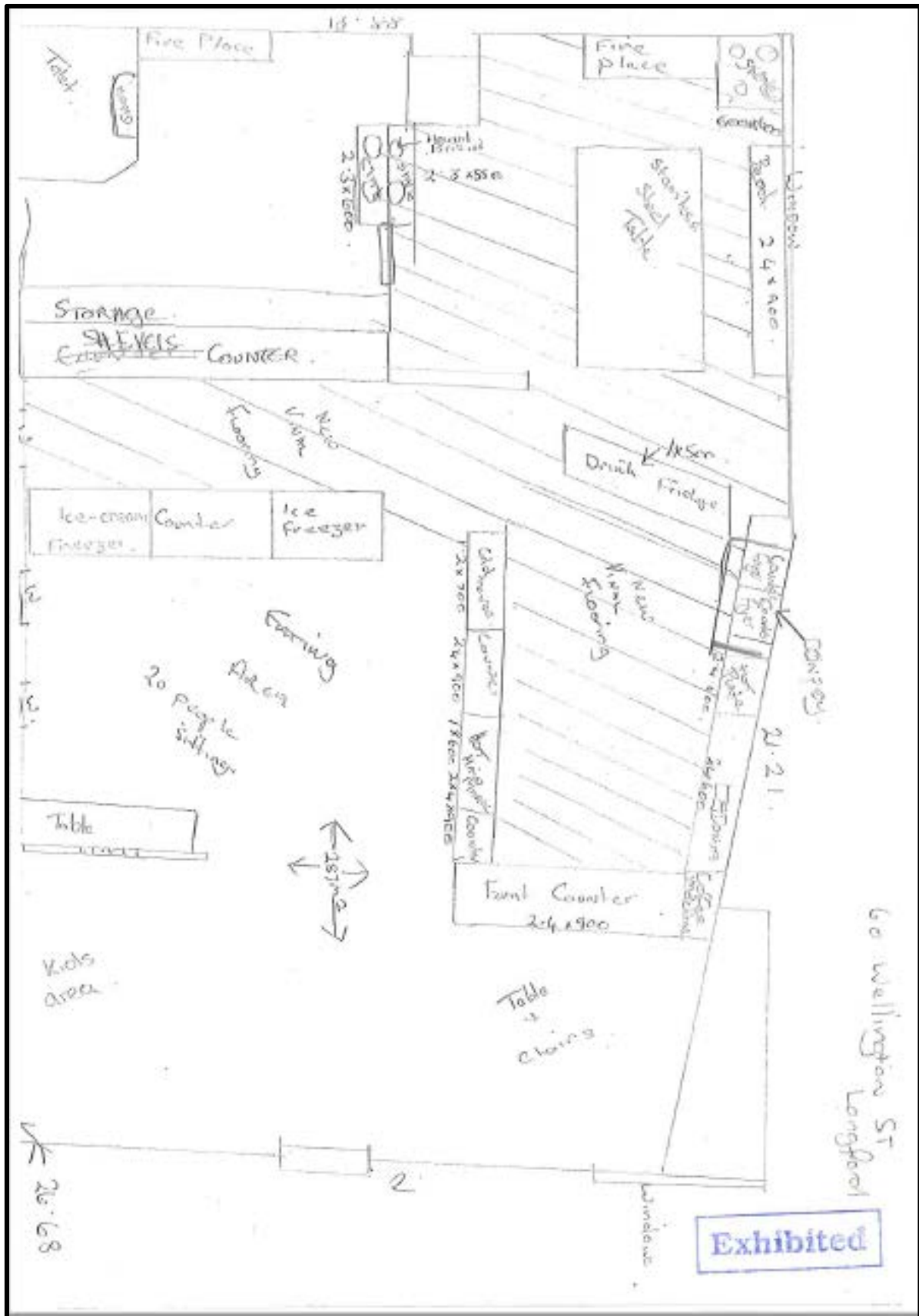
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Floor Plan



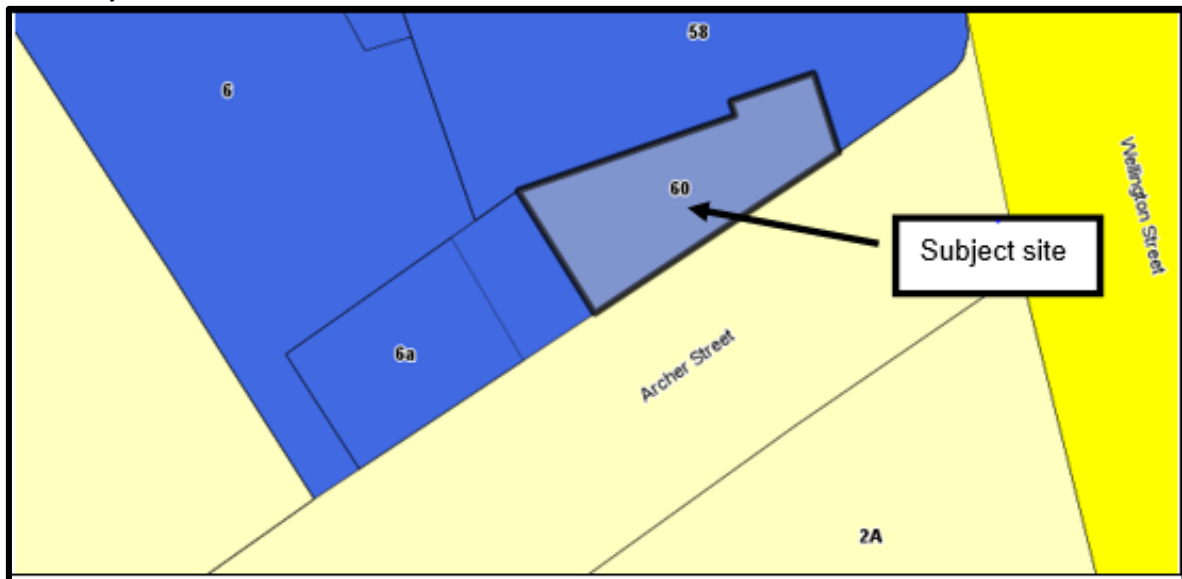
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4.2 Zone and land use

Zone Map –General Business



The land is zoned *General Business* and is within the *Heritage Precinct*. The relevant Planning Scheme definition is:

<i>Food services</i>	<i>use of land for preparing or selling food or drink for consumption on or off the premises. Examples include a cafe, restaurant and take-away food premises.</i>
----------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------

Food service is Permitted in the zone.

Building Fascia sign is 'No permit required' in the zone.

The application became dictionary due to use and development of the signage and extractor fan being within the heritage precinct and variation to the parking provisions.

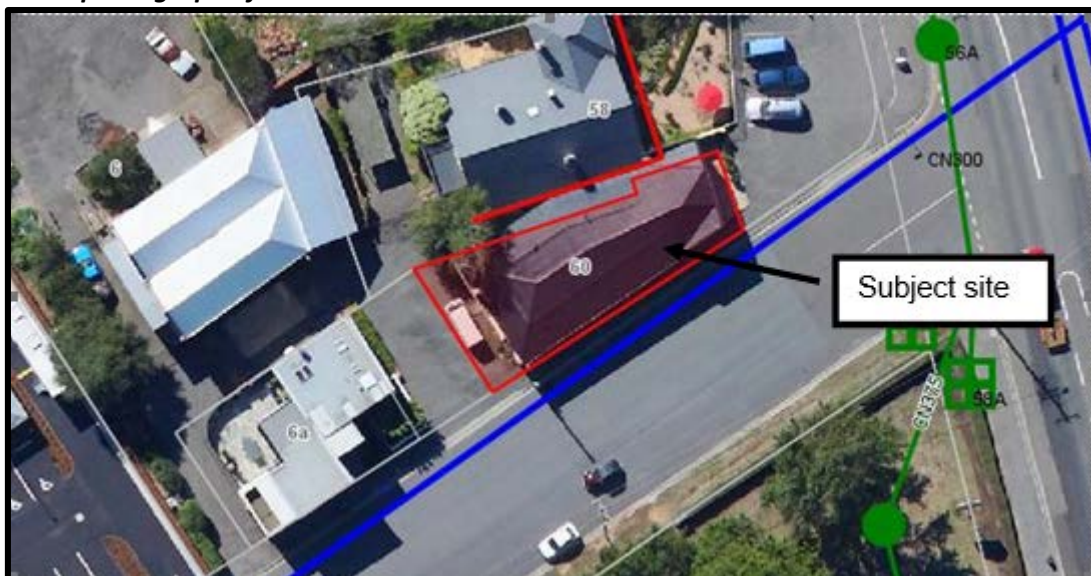
4.3 Subject site and locality

The author of this report carried out site inspections on 27 September 2016, 6 October 2016 and 25 October 2016. The subject site is located in Archer Street, Longford, diagonally opposite Victoria Square (Longford Village Green). The site contains 'Regal House', a c.1826 painted-brick commercial building. The site is part of a strata plan, with the property to the west. The land between the two buildings is common property. Land in front of the building is a public carpark that was created by the former Longford Council. The main access to the building is on the eastern side of the building off the carpark, and a personal access on the western side of the building.

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Aerial photograph of area



Photographs of subject site



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4.4 Permit/site history

Relevant permit history includes:

- DA101/01 Alterations
- DA15/02 Freestanding sign
- P16-056 Change of use, signage & extractor fan (current application)
- P16-221 Planning compliance notice

4.5 Representations

Notice of the application was given in accordance with Section 57 of the *Land Use Planning & Approvals Act 1993*. A review of Council's Records management system after completion of the public exhibition period revealed that representations (attached) were received from:

- Peter & Sharin Imlach, 58 Wellington Street, Longford
- Sallie & John Talbot, 6 Archer Street, Longford

Map showing location of representors properties in relation to subject site



The matters raised in the representations are outlined below, followed by the planner's comments.

Issue 1

- Fumes from extraction fan being installed: noise and odours due to close proximity to residence

Planner's comment:

The extractor fan is a requirement under the *Food Act 2003*. Noise readings of the fan were taken by Council's Environmental Health Officer, Chris Wicks, and should be used as a guide only. The measurements were taken in the day, between the exterior northern side wall of the shop and the external southern wall of the adjoining house, below the roof vent. The first measurement with the fan off was 42dB, whilst the second reading was 44.4dB. Mr Wicks, suspected that, with a more precise measuring device, the reading is likely to be less than 44.4dB. These measurements meet the acceptable solution of the Planning Scheme.

Air Quality is controlled under the *Environmental Management and Pollution Control (Distributed Atmospheric Emissions) Regulations 2007*. This is enforced by either Environmental Health Officers or Environmental Health Practitioners. There are no zone standards or amenity

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standards regarding odour to meet and, as the application is a permitted use, it cannot be refused on potential odour complaints.

The applicant advised that there is currently one deep fryer for doughnuts and one for other fried foods. Both are bench-top fryers, with the smaller of the two for doughnuts. The largest one is a twin-basket fryer, with dual controls, which allows for only one side to be used in quieter times. Each basket is able to fry up to a kilo of chips at a time.

Photograph of double deep fryer



Issue 2

- Tradespersons accessing land

Planner's comment:

Not a planning concern.

Issue 3

- Operating hours

Planner's comment:

Proposed development meets all the Planning Scheme requirements for amenity; therefore, it cannot be refused on this concern. It can however have conditions placed upon the permit to ensure compliance with the Planning Scheme's acceptable solutions for noise levels.

The applicant has advised that the operating hours are currently:

- 10:30am – 5:30pm Monday, Wednesday and Thursday
- 9:30am – 8:00pm Friday & Saturday (summer)
- 10:30am – 5:30pm Friday & Saturday (winter)

The General Business zone does not have any restrictions on operating hours, as the zone purpose is '*to provide for business, community, food, professional and retail facilities serving a town or group of suburbs*'. Although the zone does allow for residential uses, it does not provide protection for residential uses, as a residential zone would. There are two mechanisms that can potentially restrict operating hours: noise levels and commercial vehicles entering the site. Use of commercial vehicles entering the site is restricted to the hours of 6.00am and 10.00pm

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Monday to Sunday. The applicant has advised that delivery drivers either park in the street or in the front carpark. As there will be a condition on the permit restricting commercial vehicles parking on site and most stock deliveries would be between the hours of 6am and 10pm, this would not curtail the operational hours.

Noise restrictions for daytime and night time could potentially have an impact on opening hours. But as the noise reading is well within the allowable daytime level, this would not curtail the operational hours. However, if the operator wanted to open after 10pm, the noise levels would need to comply with the required night time noise level. As such, a condition has been placed upon the permit to ensure that night time amenity of the area is protected.

The opening hours are not considered excessive or out of the normal for a commercial business in a Business zone.

Issue 4

- Use of carpark on objector's property at 58 Wellington Street

Planner's comment:

Not a valid planning concern and the application cannot be refused on this concern. The land in front of 58 & 60 Wellington Street has been used for a carpark since the 1960s. In the early 1990s, the Longford Council made an *ex gratia* payment to the owner of 60 Wellington Street for the parcel of land under the *Local Governments (Highways) Act 1982*. The land was subsequently deemed a highway and became part of Council's assets. As such, the area can be used by the public and all users must obey road rules.

Issue 5

- Parking in driveway

Planner's comment:

Not a valid planning concern and the application cannot be refused on this concern. The site plan for the application shows one parking space at the rear of the shop; as it is unclear if this is allowable under the strata scheme on common property, any planning approval shall not include reference to the one parking space.

Both representations objected to the use of their driveway. The objection received from 58 Wellington Street was opposed to vehicles parking in their driveway. This parcel of land is common property of Strata Scheme 58179, which includes properties at 60 Wellington Street and 6A Archer Street. The objection received from the owners of 6 Archer Street (who also own 6A Archer Street) was concerned with the number of vehicles using the driveway. The use of this common property is subject to the strata by-laws and should be available from the body corporate. Any concerns with the use of the common property for parking and access to other properties is not a Council issue; if it cannot be resolved satisfactorily by the body corporate, an appeal could be lodged with the Land Titles Office. The Department of Primary Industry and Water have a booklet '*Strata Living in Tasmania*' that is a good guide to the rules and regulations of strata title requirements.

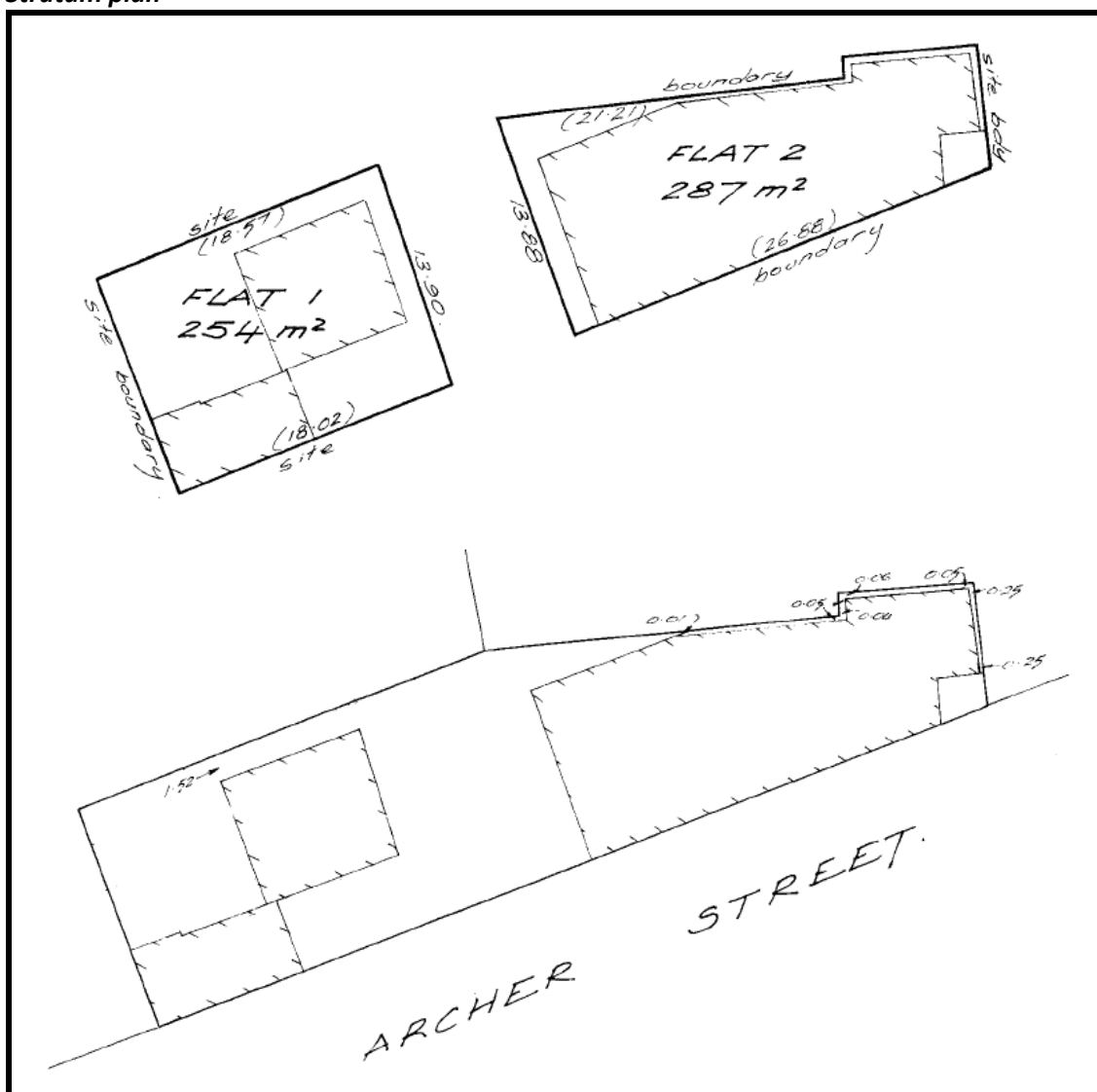
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Photograph of common property of strata scheme 58179



Stratum plan



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Issue 6

- Smoking in a smoke-free zone

Planner's comment:

Not a valid planning issue and the application cannot be refused on this concern. Smoking is controlled and enforced under the *Public Health Act 1997*. The applicant's response has advised that she has told staff not to smoke at the rear of the building.

Issue 7

- Loss of privacy and diminished aspect when viewed from neighbouring dwelling due to variation to car park variation and smoking area.

Planner's comment:

The Planning Scheme has no mechanism for privacy control in the General Business zone. The proposed parking variation is to vary the car parking numbers on-site that a use would be required to provide to meet the Acceptable Solutions of the Planning Scheme. There is one car park proposed at the rear of 60 Wellington Street. As this parking area would be partially within the title boundary of 60 Wellington Street and partially within the common property, any planning approval shall remove the parking shown. Parking within the common property is either controlled by the strata scheme's by-laws, or, if there are no by-laws, it is an issue for the body corporate of the strata scheme to resolve. If the body corporate did not resolve it, an appeal to Land Titles Office could resolve the matter.

Issue 8

- Clarification of the proposed changes
- Delivery vehicles parking
- Customer parking
- Requirements under *Food Act 2003 (Tas)* and *National Food Standards Code 2003*.

Planner's comment:

- A condition of the permit shall be that commercial delivery vehicles and customers are not to use the common property for parking.
- Requirements of the *Food Act 2003 (Tas)* and *National Food Standards Code 2003* are not valid planning concerns. Enforcement of these Acts, for this type of food business, is generally managed by Council's Environmental Health Officer.
- The requirement for the installation of a grease trap is controlled by TasWater through a Trade Waste Agreement. It is enforceable and regulated under the *Water and Sewerage Industry Act 2008* and *Water and Sewerage Industry (Pricing and Regulations) 2011*.

4.6 Referrals

The application required the following referrals:

TasWater

Precis: The application was referred to Taswater and a Submission to Planning Authority Notice was issued on 08/11/2016 (Taswater Ref: TWDA 2016/01579-NMC).

Heritage Adviser

Mr Denman's review is included as an attachment to this report.

Environmental Health Officer

Precis: Council's Environmental Health Officer, Chris Wicks, has inspected the property for food licensing and also advises that if there are only 20 seats in the dining room, no sanitary provisions are required for the customers.

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4.7 Planning Scheme Assessment

GENERAL BUSINESS ZONE
ZONE PURPOSE
<p>To provide for business, community, food, professional and retail facilities serving a town or group of suburbs.</p> <p>To create through good urban design:</p> <ul style="list-style-type: none"> an attractive and safe environment; and activity at pedestrian levels with active road frontages offering interest and engagement to shoppers and; and appropriate provision for car parking, pedestrian access and traffic circulation.
Assessment: The proposal meets the zone purpose.

LOCAL AREA OBJECTIVES
<p>To consolidate growth within the existing urban land use framework of the towns of Campbell Town, Longford and Perth.</p> <p>To manage development in the General business zone so as to conserve and enhance the quality of the Heritage Precincts in the Campbell Town, Longford, and Perth town centres.</p> <p>To ensure developments within street reservations contribute positively to the context of the Heritage Precincts in each settlement.</p>
Assessment: The proposal meets the local area objectives.

General Business zone use table

Permitted	
Use Class	Qualification
Food services	

Comment: The proposal is a permitted use within the General Business zone; therefore, the it cannot be refused on the proposed use.

21.3 Use Standards

21.3.1 Amenity

Objective: To ensure that the use of land is not detrimental to the amenity of the surrounding area in terms of noise, emissions, operating hours or transport.

Acceptable Solutions

A1 Commercial vehicles (except for visitor accommodation and recreation) must only operate between 6.00am and 10.00pm Monday to Sunday.

A2 Noise levels at the boundary of the site with any adjoining land must not exceed:

- a) 50dB(A) day time; and
- b) 40dB(A) night time; and
- c) 5dB(A) above background for intrusive noise.

Comment: Application complies with acceptable solutions; therefore, cannot be refused on amenity issues. Measurements of the noise levels have been undertaken by Council's Environmental Health Officer. Mr Wicks took a reading of 44.4dB, which is well below the daytime noise level requirement of 50dB(A). The proposed earliest opening time is 9.30am and latest closing time is 8pm, fall within the daytime hours. Daytime is considered to be from 7am to 10pm and night time from 10pm to 7am.

21.4 Development Standards

21.4.1 Siting, Design and Built Form

Objective: To ensure that buildings are visually compatible with surrounding development.

Acceptable Solutions	Performance Criteria
<p>A1 The entrance of a building must be:</p> <ul style="list-style-type: none"> a) clearly visible from the road or publically accessible areas on the site; and b) provide a safe access for pedestrians. 	<p>P1 No performance criteria.</p>
A2 Building height must not exceed:	P2 Building height must:

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a) 8m; or b) 1m greater than the average of the heights of buildings on immediately adjoining lots.	a) be consistent with the local area objectives if any, and b) have regard to the streetscape and the desirability of a greater setback for upper floors from the frontage; and c) avoid unreasonable levels of overshadowing to public places or adjoining properties.
A3.1 Buildings must be: set back the same as or less than the setback of an immediately adjoining building; A3.2 Extensions or alterations to existing buildings must not reduce the existing setback.	P3 Building setbacks must: a) provide for enhanced levels of public interaction or public activity; and b) ensure the efficient use of the site; and c) be consistent with the established setbacks within the immediate area and the same zone; and d) be consistent with the local area objectives, if any; and e) provide for emergency vehicle access.

Comment: Proposal meets all the Acceptable Solutions of development standards; therefore, cannot be refused on siting, design and built form. The extractor fan is considered to be a minor structure and, if not located within the heritage precinct, would have been exempt from planning approval.



21.4.2 Subdivision – NA

CODES	
E1.0 BUSHFIRE PRONE AREAS CODE	N/a
E2.0 POTENTIALLY CONTAMINATED LAND	N/a
E3.0 LANDSLIP CODE	N/a
E4.0 ROAD AND RAILWAY ASSETS CODE	N/a
E5.0 FLOOD PRONE AREAS CODE	N/a
E6.0 CAR PARKING AND SUSTAINABLE TRANSPORT CODE	See code assessment below
E7.0 SCENIC MANAGEMENT CODE	N/a
E8.0 BIODIVERSITY CODE	N/a
E9.0 WATER QUALITY CODE	N/a
E10.0 RECREATION AND OPEN SPACE CODE	N/a
E11.0 ENVIRONMENTAL IMPACTS & ATTENUATION CODE	N/a
E12.0 AIRPORTS IMPACT MANAGEMENT CODE	N/a
E13.0 LOCAL HISTORIC HERITAGE CODE	See Heritage Adviser's assessment
E14.0 COASTAL CODE	N/a
E15.0 SIGNS CODE	See code assessment below

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E6.0 CAR PARKING AND SUSTAINABLE TRANSPORT CODE

Code purpose

The purpose of this provision is to:

- (a) ensure that an appropriate level of car parking facilities are provided to service new land use and development having regard to the operations on the land and the nature of the locality; and
- (b) ensure that cycling, walking and public transport are encouraged as a means of transport in urban areas; and
- (c) ensure access for cars and cyclists and delivery of people and goods is safe and adequate; and
- (d) ensure that parking does not adversely impact on the amenity of a locality and achieves high standards of urban design; and
- (e) ensure that the design of car and bicycle parking space and access meet appropriate design standards; and
- (f) provide for the implementation of parking precinct plans.

Assessment: The proposal meets the code purpose.

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Objective: To ensure that an appropriate level of car parking is provided to service use.

Performance Criteria

P1 The number of car parking spaces provided must have regard to:

- a) the provisions of any relevant location specific car parking plan; and
- b) the availability of public car parking spaces within reasonable walking distance; and
- c) any reduction in demand due to sharing of spaces by multiple uses either because of variations in peak demand or by efficiencies gained by consolidation; and
- d) the availability and frequency of public transport within reasonable walking distance of the site; and
- e) site constraints such as existing buildings, slope, drainage, vegetation and landscaping; and
- f) the availability, accessibility and safety of on-road parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; and
- g) an empirical assessment of the car parking demand; and
- h) the effect on streetscape, amenity and vehicle, pedestrian and cycle safety and convenience; and
- i) the recommendations of a traffic impact assessment prepared for the proposal; and
- j) any heritage values of the site; and
- k) ~~for residential buildings and multiple dwellings, whether parking is adequate to meet the needs of the residents having regard to:~~
 - i) ~~the size of the dwelling and the number of bedrooms; and~~
 - ii) ~~the pattern of parking in the locality; and~~
 - iii) ~~any existing structure on the land.~~

Comment: A variation to the car parking provisions is required. The previous use, *Retail and Hire*, required 10 parking spaces. The use, *Food Services*, requires 19 spaces; therefore, an additional nine spaces are required for the change of use. There are no designated parking spaces on-site, but there is ample parking provided within the public carpark at the front of the building and on the street. Both public transport and on-street parking is available within easy walking distance. People are also likely to park within the vicinity and utilise a number of other services, businesses and parks in the area. On-street parking within easy walking distance is clearly marked and does not impact on the safety of other road users. Given that the operation of the business is restricted to 20 seats due to sanitary facilities, the impact on public parking would be minimal.

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Use	Parking Requirement	
	Vehicle	Bicycle
Food services (restaurant, cafe, take-away)	1 space per 15m ² net floor area + 6 queuing spaces for drive-through	1 space per 75m ² net floor area
Retail and hire (amusement centre, betting agency, department store, market, supermarket, video shop)	1 space per 30m ² net floor area	1 space per 100m ² net floor area

Floor area approximately 290m².

E6.6.2 Bicycle Parking Numbers

Objective: To encourage cycling as a mode of transport within areas subject to urban speed zones by ensuring safe, secure and convenient parking for bicycles.

Acceptable Solutions	Performance Criteria
A1.1 Permanently accessible bicycle parking or storage spaces must be provided either on the site or within 50m of the site in accordance with the requirements of Table E6.1; or	P1 Permanently accessible bicycle parking or storage spaces must be provided having regard to the:
A1.2 The number of spaces must be in accordance with a parking precinct plan contained in Table E6.6: Precinct Parking Plans.	a) likely number and type of users of the site and their opportunities and likely preference for bicycle travel; and
	b) location of the site and the distance a cyclist would need to travel to reach the site; and
	c) availability and accessibility of existing and planned parking facilities for bicycles in the vicinity.
Comment: Complies – four spaces required, ample storage spaces provided on-site.	

E6.6.3 Taxi Drop-off and Pickup - NA

E6.6.4 Motorbike Parking Provisions - NA

E6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips - NA

E6.7.2 Design and Layout of Car Parking - NA

E6.7.3 Car Parking Access, Safety and Security

Objective

To ensure adequate access, safety and security for car parking and for deliveries.

Acceptable Solutions	Performance Criteria
A1 Car parking areas with greater than 20 parking spaces must be:	P1 Car parking areas with greater than 20 parking spaces must provide for adequate security and safety for users of the site, having regard to the:
a) secured and lit so that unauthorised persons cannot enter or;	a) levels of activity within the vicinity; and
b) visible from buildings on or adjacent to the site during the times when parking occurs.	b) opportunities for passive surveillance for users of adjacent building and public spaces adjoining the site.

E6.7.4 Parking for Persons with a Disability

Objective: To ensure adequate parking for persons with a disability.

Acceptable Solutions	Performance Criteria
A1 All spaces designated for use by persons with a disability must be located closest to the main entry point to the building.	P1 No performance criteria.
A2 One of every 20 parking spaces or part thereof must be constructed and designated for use by persons with disabilities in accordance with Australian Standards AS/NZ 2890.6 2009.	P2 No performance criteria.

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E6.7.6 Loading and Unloading of Vehicles, Drop-off and Pickup

Objective: To ensure adequate access for people and goods delivery and collection and to prevent loss of amenity and adverse impacts on traffic flows.

Acceptable Solutions	Performance Criteria
<p>A1 For retail, commercial, industrial, service industry or warehouse or storage uses:</p> <p>a) at least one loading bay must be provided in accordance with Table E6.4; and</p> <p>b) loading and bus bays and access strips must be designed in accordance with Australian Standard AS/NZS 2890.3 2002 for the type of vehicles that will use the site.</p>	<p>P1 For retail, commercial, industrial, service industry or warehouse or storage uses adequate space must be provided for loading and unloading the type of vehicles associated with delivering and collecting people and goods where these are expected on a regular basis.</p>

Comment: Variation required for a loading bay as there is no room on site for a dedicated loading/unloading space. As there are minimal stock deliveries and adequate parking is available at the front of the building or on the street, the variation to the loading-bay provision is considered acceptable.

Table E6.4: Loading bays

Floor area of the Building	Minimum Loading Bay Dimensions	
2600m ² or less in a single occupation	Required Area	27.4m ²

E6.8 Provisions for Sustainable Transport

E6.8.1 Bicycle End of Trip Facilities

Not used in this planning scheme

E6.8.2 Bicycle Parking Access, Safety and Security

<p>Objective</p> <p>To ensure that parking and storage facilities for bicycles are safe, secure and convenient.</p>	
Acceptable Solutions	Performance Criteria
<p>A1.1 Bicycle parking spaces for customers and visitors must:</p> <p>a) be accessible from a road, footpath or cycle track; and</p> <p>b) include a rail or hoop to lock a bicycle to that meets Australian Standard AS 2890.3 1993; and</p> <p>c) be located within 50m of and visible or signposted from the entrance to the activity they serve; and</p> <p>d) be available and adequately lit in accordance with Australian Standard AS/NZS 1158 2005 Lighting Category C2 during the times they will be used; and</p> <p>A1.2 Parking space for residents' and employees' bicycles must be under cover and capable of being secured by lock or bicycle lock.</p>	<p>P1 Bicycle parking spaces must be safe, secure, convenient and located where they will encourage use.</p>
<p>A2 Bicycle parking spaces must have:</p> <p>a) minimum dimensions of:</p> <p>i) 1.7m in length; and</p> <p>ii) 1.2m in height; and</p> <p>iii) 0.7m in width at the handlebars; and</p> <p>b) unobstructed access with a width of at least 2m and a gradient of no more 5% from a public area where cycling is allowed.</p>	<p>P2 Bicycle parking spaces and access must be of dimensions that provide for their convenient, safe and efficient use.</p>
<p>Comment: Variations for bicycle parking, access and safety are required as there is no proposed lit, secure space for a rail/hoop. There is room at the front and rear of the shop for bicycles to be safely parked.</p>	

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E6.8.5 Pedestrian Walkways – NA

E15.0 SIGNS CODE

Code purpose

The purpose of this Code is to regulate the construction or putting up for display of a sign or hoarding.

A Building Fascia sign is proposed for the front of the building, to replace the 'PARKSIDE ANTIQUES' signage and signage on the front windows.

Photomontage of signage



Building Fascia Sign



A sign on the front of a building.

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E15.5 Standards for Use or Development

E15.5.1 Third Party Signage - NA

E15.5.2 Heritage Precincts

Objective: To ensure that the design and siting of signs complement or enhance the streetscape of Heritage Precincts.

Acceptable Solutions	Performance Criteria
A1 No acceptable solution	P1 If within the Heritage Precincts Specific Area Plan, shall be consistent with the Character Statements.
<u>Comment:</u> Proposal is consistent with the requirements of the Heritage Precincts Specific Area Plan character statement.	

E15.5.3 Design and siting of signage

Objective: To ensure that the design and siting of signs complement or enhance the characteristics of the natural and built environment in which they are located.

Building Fascia Sign

Acceptable Solutions	Performance Criteria
A15 A building fascia sign must be located in the following zones: <ul style="list-style-type: none"> Community Purpose; or General Business (no permit required); or General Industrial; or Light Industrial; or Local Business (no permit required); or Village. 	P15 No performance criteria
A16 A building fascia sign, if contained wholly within the building fascia must: <ol style="list-style-type: none"> not project above or below the fascia of the building; and not exceed two-thirds the depth of the fascia band; and not exceed 950mm; and not project more than 200mm from the vertical face of the fascia; only be illuminated through the use of internal lighting, neon, or external spot-lighting sensitively designed to minimize glare and overspill of light; and not be flashing; and not extend over a window or significant architectural feature; and be in keeping with the design of the building. 	P16 No performance criteria
A17 A building fascia sign, if not contained within the building fascia must: <ol style="list-style-type: none"> be limited to two signs on the front of the building; and together with any other signage, not cover more than 25% of the front of the building. 	P17 No performance criteria
A18 A building fascia sign, if not contained within the building fascia, must: <ol style="list-style-type: none"> have a maximum area of 15m²; and not be illuminated. 	P18 A building fascia sign, if not contained within the building fascia: <ol style="list-style-type: none"> if larger than 15m²; and/or being illuminated (not flashing or rotating)

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	<p>must demonstrate that:</p> <ul style="list-style-type: none"> a) it is sympathetic to the architectural character and detailing of the building; and b) it is of appropriate dimensions so as not to dominate the streetscape or premises on which it is located; and c) it will not result in loss of amenity to neighbouring properties; and d) it will not contribute to or exacerbate visual clutter; and e) it will not distract motorists as a result of size illumination or movement; and f) illumination is sensitively designed to minimize glare and overspill of light, through the use of neon, internal lighting or by sympathetically designed external spot lighting.
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Comment: The application complies with the acceptable solutions of the building fascia signage requirements. If a permit is issued, a condition of the permit shall be that the handwritten signage in the windows is removed.



SPECIFIC AREA PLANS	
F1.0 TRANSLINK SPECIFIC AREA PLAN	N/a
F2.0 HERITAGE PRECINCTS SPECIFIC AREA PLAN	See Heritage Adviser's assessment
SPECIAL PROVISIONS	
9.1 Changes to an Existing Non-conforming Use	N/a
9.2 Development for Existing Discretionary Uses	N/a
9.3 Adjustment of a Boundary	N/a
9.4 Demolition	N/a
9.5 Subdivision	N/a

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STATE POLICIES

The proposal is consistent with all State Policies.

OBJECTIVES OF LAND USE PLANNING & APPROVALS ACT 1993

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

STRATEGIC PLAN/ANNUAL PLAN/COUNCIL POLICIES

The proposal is consistent with the *Strategic Plan 2007-2017*.

5 FINANCIAL IMPLICATIONS TO COUNCIL

Not applicable to this application.

6 OPTIONS

Approve subject to conditions, or refuse and state reasons for refusal.

7 DISCUSSION

Discretion to refuse the application is limited to:

1. Impacts the installation of the extractor fan and signage will have on the heritage precinct; and
2. Any detrimental impacts that the variations to the parking provisions (vehicle, bicycle and loading bay) will have on the amenity of the surrounding area.

Most of the matters that the representors' have raised are not valid planning concerns, not enforceable by the Planning Scheme, or are matters that need to be resolved by the body corporate. Council has no control over the use of common ground in a strata scheme; this is controlled by the body corporate and the by-laws; if there is no body corporate or by-laws in place, a request can be made to the recorder of titles for these to be made.

Change of use

The proposed change of use is a permitted use in the *General Business* zone and, as the proposal meets all the Acceptable Solutions, the application cannot be refused on the use. A condition should be placed upon the permit to ensure that if the opening hours of the business extend into night time hours, that noise levels remain compliant with the acceptable solutions of the Planning Scheme.

Variation to parking provisions (vehicle, bicycle and loading bay)

The application requires a variation to the parking provisions of the Planning Scheme. The application is deemed to meet the performance criteria for the *Car Parking and Sustainable Transport Code*. There is ample parking available at the front of the business and on-street parking within easy walking distance to serve the requirements of customers and staff. A condition of the permit should be that commercial delivery vehicles and customers are not to use the common property for parking, and approved plans shall remove reference to the use of this area for one parking space.

Heritage Code & Heritage Precinct

The extractor fan is not visually intrusive to the heritage area, as, due to its location, it is only visible from minimal vantage points in Wellington Street. If the proposed signage wasn't in the heritage precinct, it would not require a planning permit. The signage meets all the requirements of the Planning Scheme and it is not visually intrusive to the heritage precinct. The handwritten signage on the front windows is not part of this approval and should be removed.

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Conditions that relate to any aspect of the application can be placed on a permit. The proposal will be conditioned to be used and developed in accordance with the proposal plans.

8 ATTACHMENTS

- Application & plans, correspondence with applicant
- Responses from referral agencies
- Representations & applicant's response
- Planning scheme heritage code & Heritage Precincts Specific Area Plan assessment

RECOMMENDATION

That land at 60 Wellington Street, Longford be approved to be developed and used for a change of use to food services (café and takeaway food premises), installation of extractor fan and signage, in accordance with application P16-056, and subject to the following conditions:

1 Layout not altered

The use and development shall be in accordance with the endorsed plans numbered **P1 – P3**:

P1 Photomontage of signage

P2 Hand drawn floor plan of building

P3 Hand drawn section of building, showing setout of extraction fan.

2 Delivery hours

Deliveries to and from the site (including waste collection) must only take place between:

- 6:00am and 10:00pm Monday to Sunday

3 Signage

The location and details of signs and signwriting shall be in accordance with the endorsed documents. All handwritten signage on the front windows must be removed. The signs shall not contain any flashing light, chase, rotate or contain any moving parts.

4 Removal of signs if use ceases

If the use ceases for a period of four continuous months, the signage shall be removed or covered up.

5 Exterior and security lighting

Exterior lighting and security lighting must be designed, baffled and located in accordance with the relevant Australian Standard, such that no direct light is emitted outside the boundaries of the subject land.

6 Noise emissions

Noise levels at the boundary of the site with any adjoining land must not exceed:

- 50dB(A) day time; and
- 40dB(A) night time; and
- 5dB(A) above background for intrusive noise.

7 Exposed storage

Goods, equipment and packaging material must not be stored or left exposed outside a building so as to be visible from any public road.

8 Loading and unloading

Commercial delivery vehicles and customers' vehicles are not to use the common property for parking and loading and unloading of vehicles. The loading and unloading of goods from vehicles and the delivery of goods must at all times be carried out so as to cause minimum interference with other vehicular traffic.

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9 TasWater conditions

Sewer and water services shall be provided in accordance with TasWater's Planning Authority Notice (reference number TWDA 2016/01579-NMC).

DECISION

Cr Goss/Cr Lambert

That the matter be discussed.

Carried unanimously

Cr Polley/Cr Goninon

That application P16-056 for a change of use to food services (café and takeaway food premises), installation of roof vent and signage at 60 Wellington Street, Longford be refused on the following grounds:

- The proposed development does not satisfy the required car parking provision of clause E6.6.1 of the Planning Scheme. No traffic impact statement has been provided to support the reduction in car parking numbers. The effect of the non-compliance for a reduction of an additional nine spaces is increased car parking in the off-street public car park, which increases the loss of amenity to 58 Wellington Street. An empirical assessment of available parking and the likelihood of increased parking in Wellington is also likely to have an impact on the amenity of the area, safety and convenience of road users.
- The proposed development does not satisfy the required loading bay provision of clause E6.7.6 of the planning scheme. The effect of the non-compliance for one loading bay is that the loading and unloading of the owner's vehicle at the rear of the shop results in loss of amenity and access to the adjoining strata titled property for access.

Lost

Voting for the Motion:

Cr Adams, Cr Goninon, Cr Polley

Voting against the Motion:

Mayor Downie, Cr Calvert, Cr Gordon, Cr Goss, Cr Lambert

Cr Goss/Cr Lambert

That land at 60 Wellington Street, Longford be approved to be developed and used for a change of use to food services (café and takeaway food premises), installation of extractor fan and signage, in accordance with application P16-056, and subject to the following conditions:

1 Layout not altered

The use and development shall be in accordance with the endorsed plans numbered **P1 – P3**:

P1 Photomontage of signage

P2 Hand drawn floor plan of building

P3 Hand drawn section of building, showing setout of extraction fan.

2 Delivery hours

Deliveries to and from the site (including waste collection) must only take place between:

- 6:00am and 10:00pm Monday to Sunday

3 Signage

The location and details of signs and signwriting shall be in accordance with the endorsed documents. All handwritten signage on the front windows must be removed. The signs shall not contain any flashing light, chase, rotate or contain any moving parts.

4 Removal of signs if use ceases

If the use ceases for a period of four continuous months, the signage shall be removed or covered up.

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5 Exterior and security lighting

Exterior lighting and security lighting must be designed, baffled and located in accordance with the relevant Australian Standard, such that no direct light is emitted outside the boundaries of the subject land.

6 Noise emissions

Noise levels at the boundary of the site with any adjoining land must not exceed:

- 50dB(A) day time; and
- 40dB(A) night time; and
- 5dB(A) above background for intrusive noise.

7 Exposed storage

Goods, equipment and packaging material must not be stored or left exposed outside a building so as to be visible from any public road.

8 Loading and unloading

Commercial delivery vehicles and customers' vehicles are not to use the common property for parking and loading and unloading of vehicles. The loading and unloading of goods from vehicles and the delivery of goods must at all times be carried out so as to cause minimum interference with other vehicular traffic.

9 TasWater conditions

Sewer and water services shall be provided in accordance with TasWater's Planning Authority Notice (reference number TWDA 2016/01579-NMC).

Carried

Voting for the Motion:

Mayor Downie, Cr Calvert, Cr Gordon, Cr Goss, Cr Lambert

Voting against the Motion:

Cr Adams, Cr Polley, Cr Goninon (abstention)

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322/16 PLANNING APPLICATION P16-206 11 BADAJOS STREET, ROSS

Responsible Officer: Des Jennings, General Manager
Report prepared by: Erin Boer, Planning Officer
File Number: 400300.2; CT217548/1

1 INTRODUCTION

This report assesses an application for 11 Badajos Street, Ross to use an existing dwelling as visitor accommodation.

2 BACKGROUND

Applicant:

N Jones

Owner:

N Jones

Zone:

General Residential

Codes:

Heritage precinct

Classification under the Scheme:

Visitor accommodation

Existing Use:

Dwelling

Deemed Approval Date:

18.11.16

Recommendation:

Approve

Discretionary Aspects of the Application

- Discretionary use - *visitor accommodation*;
- Reliance on the performance criteria of the Car Parking and Sustainable Transport Code due to unsealed car parking area;
- Reliance on the performance criteria of the Heritage Code (within Heritage Precinct);
- Reliance on the performance criteria of the Environmental Impacts and Attenuation Code (partially within attenuation distance of sewage treatment plant).

Planning Instrument: *Northern Midlands Interim Planning Scheme 2013.*

Preliminary Discussion

Prior to the application being placed on public exhibition, further information was requested from the applicant to satisfy the application document requirements and the Environmental Impacts and Attenuation Code.

3 STATUTORY REQUIREMENTS

The proposal is an application pursuant to section 57 of the *Land Use Planning & Approvals Act 1993* (i.e. a discretionary application). Section 48 of the *Land Use Planning & Approvals Act 1993* requires the Planning Authority to observe and enforce the observance of the Planning Scheme. Section 51 of the *Land Use Planning & Approvals Act 1993* states that a person must not commence any use or development where a permit is required without such permit.

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4 ASSESSMENT

4.1 Proposal

It is proposed to:

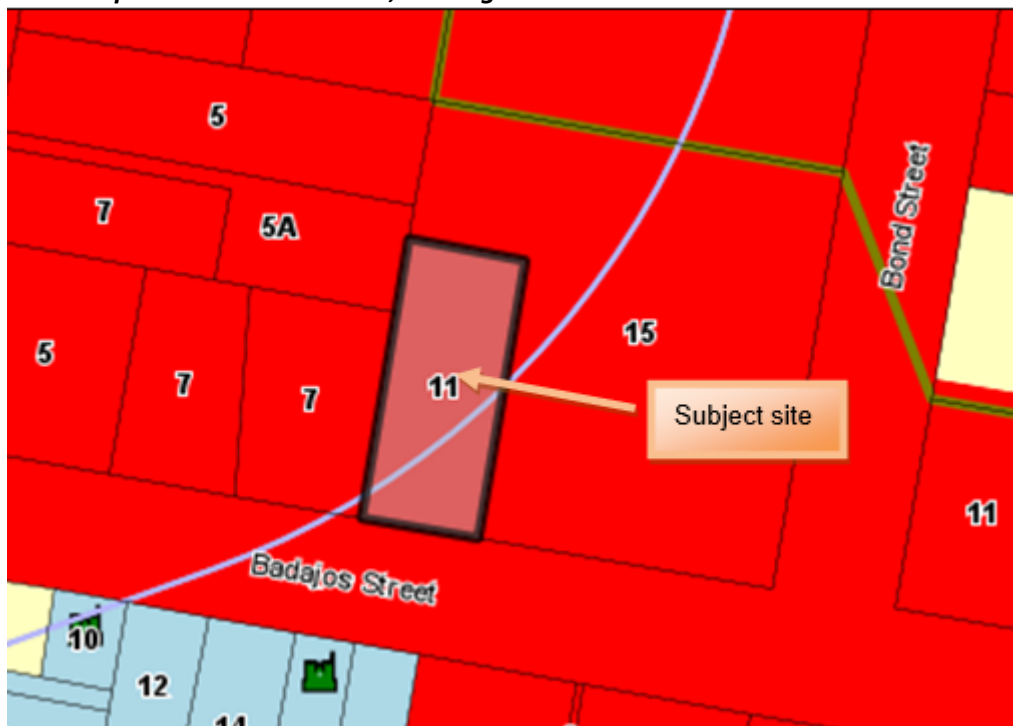
- Use the existing dwelling as visitor accommodation.

Site Plan



4.2 Zone and land use

Zone Map –General Residential; Heritage Precinct



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The land is zoned *General Residential*, and is within the *Heritage precinct*. The relevant Planning Scheme definition is:

Visitor accommodation	use of land for providing short or medium term accommodation for persons away from their normal place of residence. Examples include a backpackers hostel, bed and breakfast establishment, camping and caravan park, holiday cabin, holiday unit, motel, overnight camping area, residential hotel and serviced apartment.
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Visitor accommodation is discretionary (permit required) in the zone.

4.3 Subject site and locality

The author of this report carried out a site visit on the 11th October 2016. The subject site has a total area of approximately 1921.5m² and currently contains an existing dwelling and garage. The site is surrounded by established residential uses, with local business zoned land across the road to the south west of the site.

Aerial photograph of area



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Photographs of subject site



4.4 Permit/site history

Relevant permit history includes:

- DA29/01 – Dwelling additions
- P10-403 - Dwelling additions
- BLD 01/033 - Garage

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4.5 Representations

Notice of the application was given in accordance with Section 57 of the *Land Use Planning & Approvals Act 1993*. A review of Council's Records management system after completion of the public exhibition period revealed that a representation (attached) was received from:

- P Fost & H McQuade of Ross Motel

Map showing location of representor properties in relation to subject site



The matters raised in the representation are outlined below followed by the planner's comments.

Issue 1

- Over representation of accommodation businesses in Ross.

Planner's comment:

Council, as the planning authority, is required to consider each application individually on its merits. There are no provisions in the Planning Scheme which allow assessment against the balance of commercial and accommodation businesses within the township. Market forces and competition between businesses will ultimately determine the number of accommodation businesses required to meet demand.

Issue 2

- Lack of approvals needed for Bed and Breakfast Accommodation businesses.

Planner's comment:

Planning approval is required for Bed and Breakfast Accommodation, which fits within the use class *Visitor Accommodation*; hence the current proposal for a change of use from a *single dwelling* to *visitor accommodation*.

Issue 3

- Lack of standards to be met [for B&B's] in keeping with the tourism industry and personal safety

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requirements for clients.

Planner's comment:

Tourism Industry Standards are outside the scope of the planning approval process and any concerns regarding industry standards should be directed to the relevant industry body. Building safety requirements are dealt with by the Building Permit process, with assessment to be undertaken by a qualified Building Surveyor to ensure the building meets the requirements of the Building Code of Australia.

The applicant provided a response to the representation (see Attachment C), noting that the Ross area has a lack of affordable, family friendly self-contained accommodation and that this proposal seeks to fill that gap.

4.6 Referrals

The only referral required was to:

Heritage Adviser

Council's Heritage Advisor, David Denman, reviewed the application on the 11th October 2016. Mr. Denman commented that he had no objections to the proposal. The development does not involve any works to the interior or exterior of the building.

4.7 Planning Scheme Assessment

GENERAL RESIDENTIAL ZONE
ZONE PURPOSE
<i>To provide for residential use or development that accommodates a range of dwelling types at suburban densities, where full infrastructure services are available or can be provided.</i>
<i>To provide for compatible non-residential uses that primarily serve the local community.</i>
<i>Non-residential uses are not to be at a level that distorts the primacy of residential uses within the zones, or adversely affect residential amenity through noise, activity outside of business hours traffic generation and movement or other off site impacts.</i>
<i>To encourage residential development that respects the neighbourhood character and provides a high standard of residential amenity.</i>
Assessment: The proposal is consistent with the zone purpose and is not anticipated to negatively impact on the residential amenity of the site.

LOCAL AREA OBJECTIVES
<i>To consolidate growth within the existing urban land use framework of the towns and villages.</i>
<i>To manage development in the General residential zone as part of or context to the Heritage Precincts in the towns and villages.</i>
<i>To ensure developments within street reservations contribute positively to the Heritage Precincts in each settlement.</i>
Assessment: The proposal does not conflict with the local area objectives. The development utilises an existing building and does not propose any works; therefore, the heritage precinct will remain largely unaffected.

DEVELOPMENT STANDARDS
10.3 Use Standards
10.3.1 Amenity
Objective: To ensure that non-residential uses do not cause an unreasonable loss of amenity to adjoining and nearby residential uses.
Acceptable Solutions
Performance Criteria
A1 If for permitted or no permit required uses.
P1 The use must not cause or be likely to cause an environmental nuisance through emissions including

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	noise and traffic movement, smoke, odour, dust and illumination.
<p>Comment:</p> <p>Complies with Performance Criteria P1. The use of the site for self-contained accommodation is unlikely to cause an environmental nuisance through emissions including noise and traffic movement, smoke, odour, dust and illumination.</p>	
A2 Commercial vehicles for discretionary uses must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	P2 Commercial vehicle movements for discretionary uses must not unreasonably impact on the amenity of occupants of adjoining and nearby dwellings.
<p>Comment:</p> <p>The impact of vehicle movements generated by the use of the building for self-contained accommodation is likely to be similar to that of a normal residential use for a single dwelling.</p>	
A3 If for permitted or no permit required uses.	<p>P3 External lighting must demonstrate that:</p> <p>a) floodlighting or security lights used on the site will not unreasonably impact on the amenity of adjoining land; and</p> <p>b) all direct light will be contained within the boundaries of the site.</p>
<p>Comment:</p> <p>No changes to external lighting are proposed. Nevertheless, a condition could be applied to a permit to ensure future compliance with this clause.</p>	

10.3.2 Residential Character – Discretionary Uses

Objective: To ensure that discretionary uses support:

- a) the visual character of the area; and
- b) the local area objectives, if any.

Acceptable Solutions	Performance Criteria
A1 Commercial vehicles for discretionary uses must be parked within the boundary of the property.	P1 No performance criteria.
<p>Comment:</p> <p>Car parking for occupiers of the building will be available within the boundary of the property.</p>	
A2 Goods or material storage for discretionary uses must not be stored outside in locations visible from adjacent properties, the road or public land.	P2 No performance criteria.
<p>Comment:</p> <p>While it is not anticipated that any goods or material storage will be stored in locations visible from public viewpoints, a condition could be applied to the permit to ensure compliance.</p>	
A3 Waste material storage for discretionary uses must:	P3 No performance criteria.
<ul style="list-style-type: none"> a) not be visible from the road to which the lot has frontage; and b) use self-contained receptacles designed to ensure waste does not escape to the environment. 	
<p>Comment:</p> <p>Complies with A3 (b). The site has access to waste removal services and wheelie bins are provided for this. A condition could be applied to the permit to ensure compliance.</p>	

10.4 Development Standards

10.4.13 Clauses 10.4.13.1 – 10.4.13.9 only apply to development within the Residential Use Class which is not a dwelling

Comment: N/a – the development does not fit within the Residential use class.

10.4.14 Non Residential Development

Objective: To ensure that all non-residential development undertaken in the Residential Zone is sympathetic to the form and scale of residential development and does not affect the amenity of nearby residential properties.

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Acceptable Solutions	Performance Criteria
A1 If for permitted or no permit required uses.	<p>P1 Development must be designed to protect the amenity of surrounding residential uses and must have regard to:</p> <ul style="list-style-type: none"> a) the setback of the building to the boundaries to prevent unreasonable impacts on the amenity, solar access and privacy of habitable room windows and private open space of adjoining dwellings; and b) the setback of the building to a road frontage and if the distance is appropriate to the location and the character of the area, the efficient use of the site, the safe and efficient use of the road and the amenity of residents; and: c) the height of development having regard to: <ul style="list-style-type: none"> i) the effect of the slope of the site on the height of the building; and ii) the relationship between the proposed building height and the height of existing adjacent and buildings; and iii) the visual impact of the building when viewed from the road and from adjoining properties; and iv) the degree of overshadowing and overlooking of adjoining properties; and d) the level and effectiveness of physical screening by fences or vegetation; and e) the location and impacts of traffic circulation and parking and the need to locate parking away from residential boundaries; and f) the location and impacts of illumination of the site; and g) passive surveillance of the site; and h) landscaping to integrate development with the streetscape.

Comment: The provisions of Performance Criteria P1 (a-h) are not applicable, as the building is existing, no works are proposed and the application is for a change of use only.

CODES	
E1.0 BUSHFIRE PRONE AREAS CODE	N/a
E2.0 POTENTIALLY CONTAMINATED LAND	N/a
E3.0 LANDSLIP CODE	N/a
E4.0 ROAD AND RAILWAY ASSETS CODE	N/a – no intensification of use.
E5.0 FLOOD PRONE AREAS CODE	N/a
E6.0 CAR PARKING AND SUSTAINABLE TRANSPORT CODE	Complies – See code assessment below
E7.0 SCENIC MANAGEMENT CODE	N/a
E8.0 BIODIVERSITY CODE	N/a
E9.0 WATER QUALITY CODE	N/a
E10.0 RECREATION AND OPEN SPACE CODE	N/a
E11.0 ENVIRONMENTAL IMPACTS & ATTENUATION CODE	Complies – see code assessment below.
E12.0 AIRPORTS IMPACT MANAGEMENT CODE	N/a
E13.0 LOCAL HISTORIC HERITAGE CODE	Complies - see code assessment below.
E14.0 COASTAL CODE	N/a
E15.0 SIGNS CODE	N/a

ASSESSMENT AGAINST E6.0 CAR PARKING & SUSTAINABLE TRANSPORT CODE

E6 Car Parking and Sustainable Transport Code

E6.1 Purpose of Code

E6.1.1 The purpose of this provision is to:

- (a) ensure that an appropriate level of car parking facilities are provided to service new land use and development having regard to the operations on the land and the nature of the locality; and

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- (b) ensure that cycling, walking and public transport are encouraged as a means of transport in urban areas; and
- (c) ensure access for cars and cyclists and delivery of people and goods is safe and adequate; and
- (d) ensure that parking does not adversely impact on the amenity of a locality and achieves high standards of urban design; and
- (e) ensure that the design of car and bicycle parking space and access meet appropriate design standards; and
- (f) provide for the implementation of parking precinct plans.

E6.2 Application of Code

E6.2.1 This code applies to all use and development of land.

E6.3 Required Application Information

E6.3.1 In addition to the normal requirements of development applications and where car parking or sustainable transport facilities are required to be provided, a plan drawn to scale and dimensioned must be provided as part of the application showing:

- (a) all car spaces to be provided on the site (or being relied on as part of the development); and
- (b) access strips and manoeuvring and circulation spaces; and
- (c) all access strips onto the site from roads; and
- (d) details of the existing and proposed surface treatments for all car parking access strips and manoeuvring and circulation spaces; and
- (e) all facilities proposed for cycling or public transport users.

E6.3.2 Council may also require a Traffic Impact Assessment from a suitably qualified person to accompany a development application where it is assessed as having the potential to adversely impact on the traffic circulation, safety or network efficiency in the surrounding area.

E6.4 Definition of Terms

Category 1 – Trunk Road	means as defined in <i>Tasmania State Road Hierarchy (DIER, 2007)</i>
Category 2 – Regional Freight Route	means as defined in <i>Tasmania State Road Hierarchy (DIER, 2007)</i>
Category 3 – Regional Access Road	means as defined in <i>Tasmania State Road Hierarchy (DIER, 2007)</i>
Category 4 – Feeder Road	means as defined in <i>Tasmania State Road Hierarchy (DIER, 2007)</i>
Category 5 – Other Road	means as defined in <i>Tasmania State Road Hierarchy (DIER, 2007)</i>
Parking Precinct Plan	means a strategic plan relating to the parking of cars, bicycles and other vehicles within a defined area which is incorporated into the planning scheme and listed as additional component to this Code. A Parking Precinct Plan must include the following information: <ul style="list-style-type: none"> a) the purpose of the plan; and b) the area to which the plan applies; and c) the parking outcomes to be achieved by the plan; and d) an assessment of car parking demand and supply in the precinct area; and e) the locational, financial, landscape and other actions or requirements necessary to implement the parking precinct plan.

Parking Precinct Plans are contained in Table E6.6 to this code.

E6.5 Use or Development Exempt from this Code

E6.5.1 There are no exemptions to this code.

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Objective: To ensure that an appropriate level of car parking is provided to service use.

Acceptable Solutions	Performance Criteria
A1 The number of car parking spaces must not be less than the requirements of:	P1 The number of car parking spaces provided must have regard to: <ul style="list-style-type: none"> a) the provisions of any relevant location specific car parking plan; and

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a) Table E6.1; or b) a parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone).	b) the availability of public car parking spaces within reasonable walking distance; and c) any reduction in demand due to sharing of spaces by multiple uses either because of variations in peak demand or by efficiencies gained by consolidation; and d) the availability and frequency of public transport within reasonable walking distance of the site; and e) site constraints such as existing buildings, slope, drainage, vegetation and landscaping; and f) the availability, accessibility and safety of on road parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; and g) an empirical assessment of the car parking demand; and h) the effect on streetscape, amenity and vehicle, pedestrian and cycle safety and convenience; and i) the recommendations of a traffic impact assessment prepared for the proposal; and j) any heritage values of the site; and k) for residential buildings and multiple dwellings, whether parking is adequate to meet the needs of the residents having regard to: i) the size of the dwelling and the number of bedrooms; and ii) the pattern of parking in the locality; and iii) any existing structure on the land.
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Comment:

Complies. Three bedrooms available; therefore, six beds are expected. Two (2) parking spaces are required and will be made available within the existing garage. Additional parking area is available between the dwelling and garage.

Table E6.1: Parking Space Requirements

Use	Parking Requirement	
	Vehicle	Bicycle
Visitor accommodation (bed and breakfast, camping, caravan park, unit/cabin, backpacker hostel, motel, serviced apartments)	1 space per unit or 1 space per 4 beds whichever is greater	1 space per 10 beds

E6.6.2 Bicycle Parking Numbers

Objective: To encourage cycling as a mode of transport within areas subject to urban speed zones by ensuring safe, secure and convenient parking for bicycles.

Acceptable Solutions	Performance Criteria
A1.1 Permanently accessible bicycle parking or storage spaces must be provided either on the site or within 50m of the site in accordance with the requirements of Table E6.1; or	P1 Permanently accessible bicycle parking or storage spaces must be provided having regard to the: a) likely number and type of users of the site and their opportunities and likely preference for bicycle travel; and b) location of the site and the distance a cyclist would need to travel to reach the site; and c) availability and accessibility of existing and planned parking facilities for bicycles in the vicinity.
A1.2 The number of spaces must be in accordance with a parking precinct plan contained in Table E6.6: Precinct Parking Plans.	

Comment:

Complies. Parking space for a bicycle is available within the existing garage.

E6.6.3 Taxi Drop-off and Pickup

Objective: To ensure that taxis can adequately access developments.

Acceptable Solutions	Performance Criteria
A1 One dedicated taxi drop-off and pickup space must be provided for every 50 car spaces required by Table E6.1	P1 No performance criteria.

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or part thereof (except for dwellings in the General Residential Zone).	
Comment: N/a	

E6.6.4 Motorbike Parking Provisions

Objective: To ensure that motorbikes are adequately provided for in parking considerations.

Acceptable Solutions	Performance Criteria
A1 One motorbike parking space must be provided for each 20 car spaces required by Table E6.1 or part thereof.	P1 No performance criteria.
Comment: N/a	

E6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Objective: To ensure that car parking spaces and access strips are constructed to an appropriate standard.

Acceptable Solutions	Performance Criteria
A1 All car parking, access strips manoeuvring and circulation spaces must be: a) formed to an adequate level and drained; and b) except for a single dwelling, provided with an impervious all weather seal; and c) except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces.	P1 All car parking, access strips manoeuvring and circulation spaces must be readily identifiable and constructed to ensure that they are useable in all weather conditions.
Comment: Conditions required to ensure compliance with performance criteria P1.	

E6.7.2 Design and Layout of Car Parking

Objective: To ensure that car parking and manoeuvring space are designed and laid out to an appropriate standard.

Acceptable Solutions	Performance Criteria
A1.1 Where providing for 4 or more spaces, parking areas (other than for parking located in garages and carports for dwellings in the General Residential Zone) must be located behind the building line; and A1.2 Within the General residential zone, provision for turning must not be located within the front setback for residential buildings or multiple dwellings.	P1 The location of car parking and manoeuvring spaces must not be detrimental to the streetscape or the amenity of the surrounding areas, having regard to: a) the layout of the site and the location of existing buildings; and b) views into the site from the road and adjoining public spaces; and c) the ability to access the site and the rear of buildings; and d) the layout of car parking in the vicinity; and e) the level of landscaping proposed for the car parking.
Comment: A1.1 – N/a A1.2 – Complies.	
A2.1 Car parking and manoeuvring space must: a) have a gradient of 10% or less; and b) where providing for more than 4 cars, provide for vehicles to enter and exit the site in a forward direction; and c) have a width of vehicular access no less than prescribed in Table E6.2 and Table E6.3, and A2.2 The layout of car spaces and access ways must be designed in accordance with <i>Australian Standards AS 2890.1 - 2004 Parking Facilities, Part 1: Off Road Car Parking</i> .	P2 Car parking and manoeuvring space must: a) be convenient, safe and efficient to use having regard to matters such as slope, dimensions, layout and the expected number and type of vehicles; and b) provide adequate space to turn within the site unless reversing from the site would not adversely affect the safety and convenience of users and passing traffic.

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Comment:

A2.1 a) Complies.

b) N/a.

c) Complies. 3.5m wide access.

A2.2 Complies.

E6.7.3 Car Parking Access, Safety and Security

Objective: To ensure adequate access, safety and security for car parking and for deliveries.

Acceptable Solutions		Performance Criteria	
A1	Car parking areas with greater than 20 parking spaces must be:	P1	Car parking areas with greater than 20 parking spaces must provide for adequate security and safety for users of the site, having regard to the:
a)	secured and lit so that unauthorised persons cannot enter or;	a)	levels of activity within the vicinity; and
b)	visible from buildings on or adjacent to the site during the times when parking occurs.	b)	opportunities for passive surveillance for users of adjacent building and public spaces adjoining the site.

Comment: N/a

E6.7.4 Parking for Persons with a Disability

Objective: To ensure adequate parking for persons with a disability.

Acceptable Solutions		Performance Criteria	
A1	All spaces designated for use by persons with a disability must be located closest to the main entry point to the building.	P1	No performance criteria.
A2	One of every 20 parking spaces or part thereof must be constructed and designated for use by persons with disabilities in accordance with <i>Australian Standards AS/NZ 2890.6 2009</i> .	P2	No performance criteria.

Comment: Space is available for disability parking if required, adjacent to the building.

E6.7.6 Loading and Unloading of Vehicles, Drop-off and Pickup

Objective: To ensure adequate access for people and goods delivery and collection and to prevent loss of amenity and adverse impacts on traffic flows.

Acceptable Solutions		Performance Criteria	
A1	For retail, commercial, industrial, service industry or warehouse or storage uses:	P1	For retail, commercial, industrial, service industry or warehouse or storage uses
a)	at least one loading bay must be provided in accordance with Table E6.4; and		adequate space must be provided for loading and unloading the type of vehicles associated with delivering and collecting people and goods where these are expected on a regular basis.
b)	loading and bus bays and access strips must be designed in accordance with <i>Australian Standard AS/NZS 2890.3 2002</i> for the type of vehicles that will use the site.		

Comment:

N/a

E6.8 Provisions for Sustainable Transport

E6.8.1 Bicycle End of Trip Facilities

Not used in this planning scheme

E6.8.2 Bicycle Parking Access, Safety and Security

Objective:

To ensure that parking and storage facilities for bicycles are safe, secure and convenient.

Acceptable Solutions		Performance Criteria	
A1.1	Bicycle parking spaces for customers and visitors must:	P1	Bicycle parking spaces must be safe, secure, convenient and located where they will encourage use.

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<p>a) be accessible from a road, footpath or cycle track; and</p> <p>b) include a rail or hoop to lock a bicycle to that meets <i>Australian Standard AS 2890.3 1993</i>; and</p> <p>c) be located within 50m of and visible or signposted from the entrance to the activity they serve; and</p> <p>d) be available and adequately lit in accordance with <i>Australian Standard AS/NZS 1158 2005 Lighting Category C2</i> during the times they will be used; and</p> <p>A1.2 Parking space for residents' and employees' bicycles must be under cover and capable of being secured by lock or bicycle lock.</p>	
<p>A2 Bicycle parking spaces must have:</p> <p>a) minimum dimensions of:</p> <p>i) 1.7m in length; and</p> <p>ii) 1.2m in height; and</p> <p>iii) 0.7m in width at the handlebars; and</p> <p>b) unobstructed access with a width of at least 2m and a gradient of no more 5% from a public area where cycling is allowed.</p>	<p>P2 Bicycle parking spaces and access must be of dimensions that provide for their convenient, safe and efficient use.</p>
<p>Comment: Sufficient space is available within the garage for bicycle parking.</p>	

E6.8.5 Pedestrian Walkways

<p>Objective: To ensure pedestrian safety is considered in development</p>	
Acceptable Solution	Performance Criteria
<p>A1 Pedestrian access must be provided for in accordance with Table E6.5.</p>	<p>P1 Safe pedestrian access must be provided within car park and between the entrances to buildings and the road.</p>
<p>Comment: Complies with A1 – no separate access required.</p>	

Table E6.5: Pedestrian Access

Number of Parking Spaces Required	Pedestrian Facility
1–10	<i>No separate access required (i.e. pedestrians may share the driveway). [Note (a) applies].</i>
11 or more	<i>A 1m wide footpath separated from the driveway and parking aisles except at crossing points. [Notes (a) and (b) apply].</i>

Notes

- a) In parking areas containing spaces allocated for disabled persons, a footpath having a minimum width of 1.5m and a gradient not exceeding 1 in 14 is required from those spaces to the principal building.
- b) Separation is deemed to be achieved by:
- i) a horizontal distance of 2.5m between the edge of the driveway and the footpath; or
 - ii) protective devices such as bollards, guard rails or planters between the driveway and the footpath; and
 - iii) signs and line marking at points where pedestrians are intended to cross driveways or parking aisles.

ASSESSMENT AGAINST E11 ENVIRONMENTAL IMPACTS AND ATTENUATION CODE

E11.1 Purpose of the Code

E11.1.1 The purpose of this provision is to:

- a) ensure appropriate consideration of the potential for environmental harm or environmental nuisance in the location of new sensitive land uses; or
- b) ensure the environmental impacts of new development are considered to eliminate, reduce or mitigate potential for environmental harm or environmental nuisance.

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E11.2 Application of the Code

E11.2.1 The code applies to use or development of land for:

- a) sensitive use located within the attenuation distance of existing or approved uses with the potential to create environmental harm and environmental nuisance or within a buffer area shown on the planning scheme map; and
- b) uses listed in Table E11.1 or E11.2.

E11.3 Definitions

Site specific study means an environmental impact assessment carried out by a suitably qualified person in accordance with s.74 *Environmental Management and Pollution Control Act 1994*.

Attenuation distance means the distance listed in Tables E11.1 and E11.2.

E11.4 Use or Development Exempt from this Code

E11.4.1 The following use or development is exempt from this code:

- a) Level 2 activities assessed by the Board of Environmental Management and Pollution Control.

E11.5 Required Application Information

In addition to the requirements of Clause 8.1, all applications for uses listed in Tables E11.1 and E11.2 must provide the following:

A locality plan showing:

- a) the boundaries of the property; and
- b) routes used for transport of goods and materials into and out of the site; and
- c) the locations of any sensitive uses within the relevant attenuation distance as set out in Tables E11.1 and E11.2; and
- d) any watercourses within the relevant attenuation distance as set out in Tables E11.1 and E11.2; and

A site plan showing:

- a) areas for storage internally or externally of materials, waste or finished products; and
- b) location of equipment that may produce noise, smoke or odour; and
- c) the location of any equipment for containing, treating or disposing of liquid wastes; and
- d) the location of any points of emissions from the site, e.g. chimneys, exhaust points, storm water drains; and

Description of the development including:

- a) types and quantities of raw materials of the raw materials and the quantities of finished products; and
- b) the stages of development; and
- c) the type and processes of any machinery used as part of the production process; and
- d) the hours of operation; and
- e) the number and frequency of vehicle movements; and
- f) the type and quantities of any hazardous or flammable materials; and
- g) details of process that may give rise to emissions to air, ground and water and details of how these emissions are to be dealt with; and
- h) details of any solid waste created and details of how this is proposed to be dealt with; and
- i) the plans or measures to deal with any accidental spills.

E11.6 Use Standards

E11.6.1 Attenuation Distances

Objective: To ensure that potentially incompatible use or development is separated by a distance sufficient to ameliorate any adverse effects.

Acceptable Solutions	Performance Criteria
A1 — No acceptable solution.	P1 Sensitive use or subdivision for sensitive use within an attenuation area to an existing activity listed in Tables E11.1 and E11.2 must demonstrate by means of a site specific study that there will not be an environmental nuisance or environmental harm, having regard to the:

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	<ul style="list-style-type: none"> a) degree of encroachment; and b) nature of the emitting operation being protected by the attenuation area; and c) degree of hazard or pollution that may emanate from the emitting operation; and d) the measures within the proposal to mitigate impacts of the emitting activity to the sensitive use.
<p>Comment:</p> <p>A Site Specific Study was submitted by the applicant to address the performance criteria P1 and made the following conclusions:</p> <ul style="list-style-type: none"> a) The 200m attenuation distance from the sewer lagoons boundary dissects the lot, with the shed within the attenuation distance and the existing dwelling outside the attenuation distance. All buildings are greater than 200m from the actual sewer ponds. b) Sewer Lagoons typically emit odours. c) The emissions are not hazardous; however, may cause a nuisance. The applicant noted that emissions were not experienced at the site. d) Given the existing use of the site for a residential use, lack of emissions noted at the site and buffer of existing residences between the sewer lagoons and the subject site; additional mitigation measures are not considered necessary. 	
<p>A2 — Uses listed in Tables E11.1 and E11.2 must be set back from any existing sensitive use, or a boundary to the General Residential, Low Density Residential, Rural Living, Village, Local Business, General Business, Commercial zones, the minimum attenuation distance listed in Tables E11.1 and E11.2 for that activity.</p>	<p>P2 — Uses with the potential to create environmental harm and environmental nuisance must demonstrate by means of a site specific study that there will not be an environmental nuisance or environmental harm having regard to:</p> <ul style="list-style-type: none"> a) — the degree of encroachment; and b) — the nature of the emitting operation being protected by the attenuation area; and c) — the degree of hazard or pollution that may emanate from the emitting operation; and d) — use of land irrigated by effluent must comply with National Health and Medical Research Council Guidelines.

E11.7 Development Standards - Not used in this Scheme.

ASSESSMENT AGAINST E13 LOCAL HISTORIC HERITAGE CODE

E13.1 Purpose

E13.1.1 The purpose of this provision is to:

- a) protect and enhance the historic cultural heritage significance of local heritage places and heritage precincts; and
- b) encourage and facilitate the continued use of these items for beneficial purposes; and
- c) discourage the deterioration, demolition or removal of buildings and items of assessed heritage significance; and
- d) ensure that new use and development is undertaken in a manner that is sympathetic to, and does not detract from, the cultural significance of the land, buildings and items and their settings; and
- e) conserve specifically identified heritage places by allowing a use that otherwise may be prohibited if this will demonstratively assist in conserving that place

E13.2 Application of the Code

E13.2.1 This code applies to use or development of land that is:

- a) within a Heritage Precinct;
- b) a local heritage place;
- c) a place of identified archaeological significance.

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E13.5 Use Standards

E13.5.1 Alternative Use of heritage buildings - NA

E13.6 Development Standards

- E13.6.1 Demolition - NA
- E13.6.2 Subdivision and development density - NA
- E13.6.3 Site Cover - NA
- E13.6.4 Height and Bulk of Buildings - NA
- E13.6.5 Fences - NA
- E13.6.6 Roof Form and Materials - NA
- E13.6.7 Wall materials - NA
- E13.6.8 Siting of Buildings and Structures - NA
- E13.6.9 Outbuildings and Structures – NA

E13.6.10 Access Strips and Parking

Objective: To ensure that access and parking does not detract from the historic heritage significance of local heritage places and the ability to achieve management objectives within identified heritage precincts.	
Acceptable Solutions	Performance Criteria
A1 Car parking areas for non-residential purposes must be:	P1 Car parking areas for non-residential purposes must not:
a) located behind the primary buildings on the site;	a) result in the loss of building fabric or the removal of gardens or vegetated areas where this would be detrimental to the setting of a building or its historic heritage significance; and
or	
b) in accordance with the acceptable development criteria for access and parking as within a precinct identified in Table 1: Heritage Precincts, if any.	b) detract from meeting the management objectives of a precinct identified in Table E13.1: Heritage Precincts, if any.
Comment: Complies with acceptable solution A1. Car parking will be made available within a garage at the rear of the dwelling.	

- E13.6.11 Places of Archaeological Significance - NA
- E13.6.12 Tree and Vegetation Removal - NA
- E13.6.13 Signage - NA

Table E13.1: Local Heritage Precincts

For the purpose of this table, Heritage Precincts refers to those areas listed, and shown on the Planning Scheme maps as Heritage Precincts.

Existing Character Statement - Description and Significance
<p>2 ROSS HERITAGE PRECINCT CHARACTER STATEMENT</p> <p>The Ross Heritage Precinct is unique because it is the intact core of a nineteenth century townscape, with its rich and significant built fabric and the village atmosphere. Its historic charm, wide tree lined streets and quiet rural environment all contribute to its unique character. Its traditional buildings comprise simple colonial forms that are predominantly one storey, while the prominent elements are its significant trees and Church spires. Most commercial activities are located in Church Street as the main axis of the village, which directs attention to the War Memorial and the Uniting Church on the hill. The existing and original street pattern creates linear views out to the surrounding countryside. The quiet rural feel of the township is complemented by a mix of businesses serving local needs, tourism and historic interpretation. Ross' heritage ambience has been acknowledged, embraced and built on by many of those who live in or visit the village.</p>
Management Objectives
<p>To ensure that new buildings, additions to existing buildings, and other developments which are within the Heritage Precincts do not adversely impact on the heritage qualities of the streetscape, but contribute positively to the Precinct.</p> <p>To ensure developments within street reservations in the towns and villages having Heritage Precincts do not to adversely impact on the character of the streetscape but contribute positively to the Heritage Precincts in each settlement.</p>

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SPECIFIC AREA PLANS	
F1.0 TRANSLINK SPECIFIC AREA PLAN	N/a
F2.0 HERITAGE PRECINCTS SPECIFIC AREA PLAN	See below

ASSESSMENT AGAINST F2.0 (HERITAGE PRECINCTS SPECIFIC AREA PLAN)

F2.1 Purpose of Specific Area Plan

F2.1.1 In addition to, and consistent with, the purpose of E13.0 Local Historic Heritage Code, the purpose of this Specific Area Plan is to ensure that development makes a positive contribution to the streetscape within the Heritage Precincts.

F2.2 Application of Specific Area Plan

F2.2.1 This Specific Area Plan applies to those areas of land designated as Heritage Precincts on the Planning Scheme maps.

F2.3 Definitions

F2.3.1 Streetscape

For the purpose of this specific area plan 'streetscape' refers to the street reservation and all design elements within it, and that area of a private property from the street reservation; including the whole of the frontage, front setback, building façade, porch or verandah, roof form, and side fences; and includes the front elevation of a garage, carport or outbuilding visible from the street (refer Figure F2.1 and F2.2).

F2.4 Requirements for Design Statement

F2.4.1 In addition to the requirements of clause 8.1.3, a design statement is required in support of the application for any new building, extension, alteration or addition, to ensure that development achieves consistency with the existing streetscape and common built forms that create the character of the streetscape.

F2.4.2 The design statement must identify and describe, as relevant to the application, setbacks, orientation, scale, roof forms, plan form, verandah styles, conservatories, architectural details, entrances and doors, windows, roof covering, roof plumbing, external wall materials, paint colours, outbuildings, fences and gates within the streetscape. The elements described must be shown to be the basis for the design of any new development.

F2.4.3 The design statement must address the subject site and the two properties on both sides, the property opposite the subject site and the two properties both sides of that.

Comment: Although the subject site is within the Heritage Precincts Specific Area Plan, the proposal will not have an effect on the streetscape.

SPECIAL PROVISIONS	
9.1 Changes to an Existing Non-conforming Use	N/a
9.2 Development for Existing Discretionary Uses	N/a
9.3 Adjustment of a Boundary	N/a
9.4 Demolition	N/a
9.5 Subdivision	N/a

STATE POLICIES
The proposal is consistent with all State Policies.

OBJECTIVES OF LAND USE PLANNING & APPROVALS ACT 1993
The proposal is consistent with the objectives of the <i>Land Use Planning & Approvals Act 1993</i> .

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STRATEGIC PLAN/ANNUAL PLAN/COUNCIL POLICIES

Strategic Plan 2007-2017

4.3 – Development Control

5 FINANCIAL IMPLICATIONS TO COUNCIL

Not applicable to this application.

6 OPTIONS

Approve subject to conditions, or refuse and state reasons for refusal.

7 DISCUSSION

Discretion to refuse the application applies to the discretionary use of the dwelling as *visitor accommodation*; reliance on the performance criteria of the Car Parking and Sustainable Transport Code due to unsealed car parking area, the sites location within the Heritage Precinct and partial location within the attenuation distance of the Ross Sewerage Treatment Plant.

A representation was received and raised the following concerns:

- Oversupply of accommodation businesses in Ross;
- Lack of approvals required; and
- Lack of industry standards for B & B accommodation.

Under clause 8.10.1:

In determining an application for any permit the planning authority must, in addition to the matters required by ss51(2) of the Act, take into consideration:

(a) all applicable standards and requirements in this planning scheme; and

(b) any representations received pursuant to and in conformity with ss57(5) of the Act.

but in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised.

The matters raised in the representation are not directly relevant to the particular discretions being exercised. Demand and supply are generally dictated by market forces; planning and building approvals will be required for the change of use and industry standards are outside the scope of the planning approval process.

Conditions that relate to any aspect of the application can be placed on a permit. It is recommended that the proposal be conditioned to be used and developed in accordance with the proposal plans and relevant requirements of the planning scheme.

8 ATTACHMENTS

- A) Application & plans
- B) Responses from referral agencies
- C) Representations & applicant's response

RECOMMENDATION

That land at 11 Badajos Street, Ross be approved to use dwelling as visitor accommodation, in accordance with application P16-206, and subject to the following conditions:

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1 Layout not altered

The use and development shall be in accordance with the endorsed plans numbered **P1 – P2** (*Site Plan & Floor plan*) & **D1** *Site Specific Study, dated 05.10.2016*.

2 Waste and material storage

- 2.1 All goods or material storage must not be stored outside in locations visible from adjacent properties, the road or public land.
- 2.2 All waste material storage must:
 - a) not be visible from the road to which the lot has frontage; and
 - b) use self-contained receptacles designed to ensure waste does not escape to the environment.

3 Lighting

- 3.1 Floodlighting or security lights shall be designed, baffled and located to the satisfaction of the General Manager, to prevent any unreasonable impact on the amenity of adjoining land; and
- 3.2 All direct light will be contained within the boundaries of the site.

4 Access and car parking areas

- 4.1 All car parking, access strips manoeuvring and circulation spaces must be readily identifiable and constructed to ensure that they are useable in all weather conditions.
- 4.2 The vehicle access strip shall have a minimum width of 3m.

Cr Knowles returned to the meeting at 7.06pm.

DECISION

Cr Goss/ Cr Gordon

That land at 11 Badajos Street, Ross be approved to use dwelling as visitor accommodation, in accordance with application P16-206, and subject to the following conditions:

1 Layout not altered

The use and development shall be in accordance with the endorsed plans numbered **P1 – P2** (*Site Plan & Floor plan*) & **D1** *Site Specific Study, dated 05.10.2016*.

2 Waste and material storage

- 2.1 All goods or material storage must not be stored outside in locations visible from adjacent properties, the road or public land.
- 2.2 All waste material storage must:
 - a) not be visible from the road to which the lot has frontage; and
 - b) use self-contained receptacles designed to ensure waste does not escape to the environment.

3 Lighting

- 3.1 Floodlighting or security lights shall be designed, baffled and located to the satisfaction of the General Manager, to prevent any unreasonable impact on the amenity of adjoining land; and
- 3.2 All direct light will be contained within the boundaries of the site.

4 Access and car parking areas

- 4.1 All car parking, access strips manoeuvring and circulation spaces must be readily identifiable and constructed to ensure that they are useable in all weather conditions.
- 4.2 The vehicle access strip shall have a minimum width of 3m.

Carried unanimously

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323/16 PLANNING APPLICATION P16-154 18 WILMORES LANE (CNR CRESSY RD), LONGFORD

Responsible Officer: Des Jennings, General Manager
Report prepared by: Paul Godier, Senior Planner
File Number: 114000.055

1 INTRODUCTION

This report assesses an application for 18 Wilmores Lane (corner of Cressy Road), Longford to construct a dwelling and two sheds.

2 BACKGROUND

Applicant: Rebecca Green & Associates (obo L&A Barrett)	Owner: L Pitt, J Pitt, B Pitt, G Anderson, L Dunn, K Miller & M Fellows
Zone: Rural Resource	Codes: Road and Railway Assets Code; Carparking and Sustainable Transport Code; Environmental impacts & attenuation Code; Tasmanian Gas Pipeline Planning Corridor.
Classification under the Scheme: Residential (Single Dwelling)	Existing Use: Farmland
Deemed Approval Date: 25 November 2016	Recommendation: Refusal

Discretionary Aspects of the Application

- Development and use of a single dwelling in the Rural Resource zone.
- Variation to setbacks for dwelling in the Rural Resource zone.
- Development and use of a dwelling in the attenuation area around Austral Bricks.
- Development and use of a new access.

Planning Instrument: *Northern Midlands Interim Planning Scheme 2013*

Preliminary Discussion

Prior to the application being placed on public exhibition, further information was requested from the applicant – copies of outgoing correspondence attached.

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Site from Cressy Road



3 STATUTORY REQUIREMENTS

The proposal is an application pursuant to section 57 of the *Land Use Planning & Approvals Act 1993* (i.e. a discretionary application).

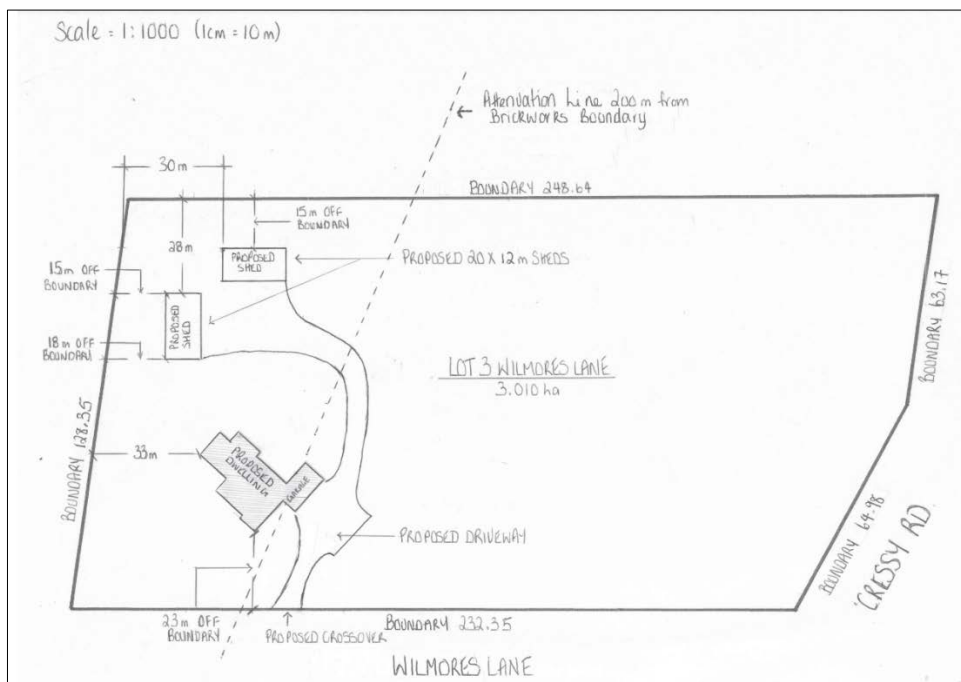
Section 48 of the *Land Use Planning & Approvals Act 1993* requires the Planning Authority to observe and enforce the observance of the Planning Scheme. Section 51 of the *Land Use Planning & Approvals Act 1993* states that a person must not commence any use or development where a permit is required without such permit.

4 ASSESSMENT

4.1 Proposal

It is proposed to construct a single dwelling and two outbuildings.

Site Plan

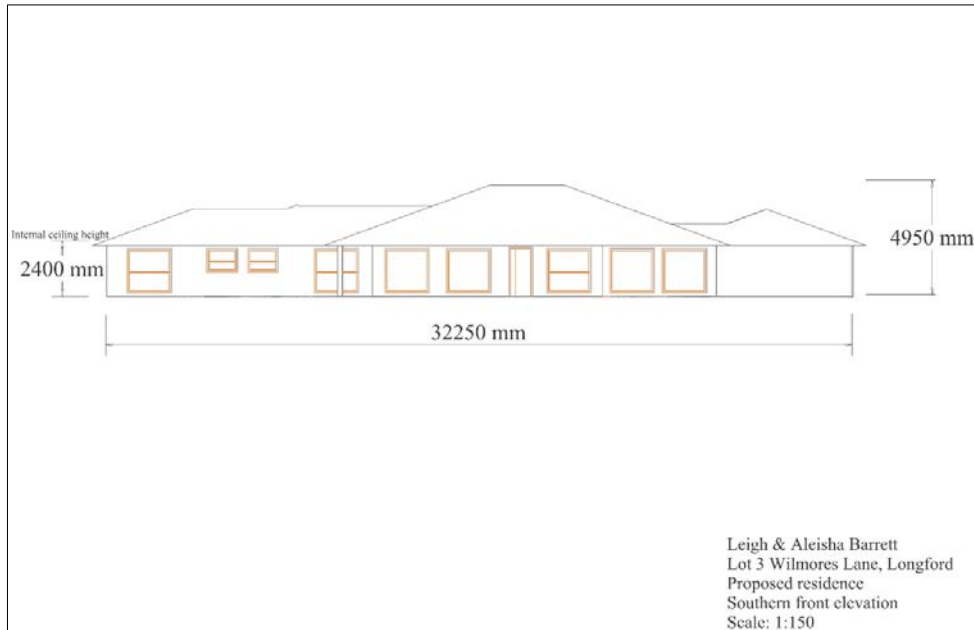


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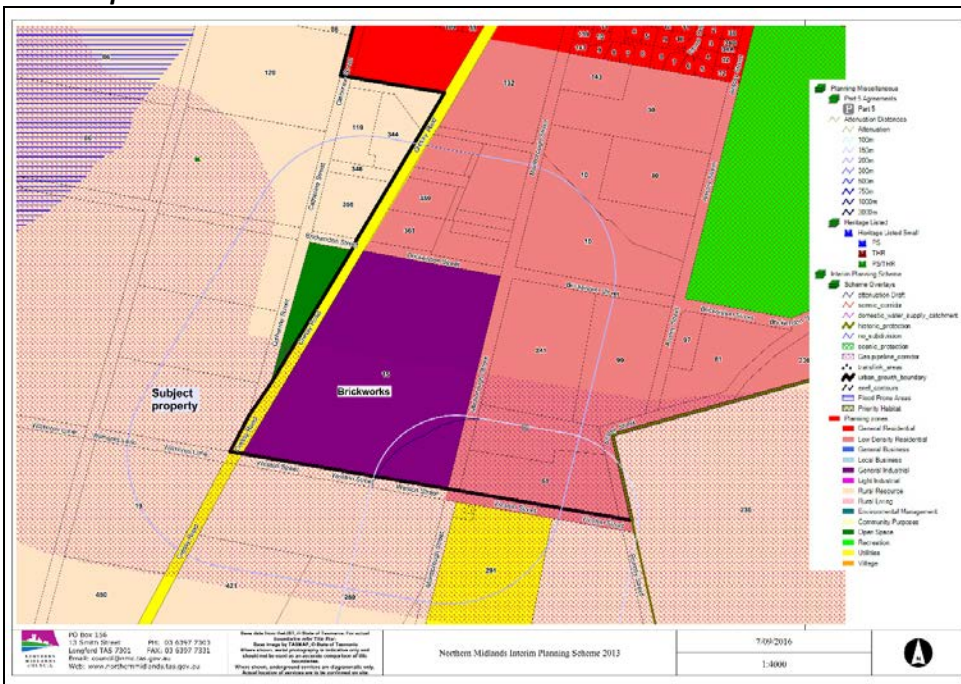


Elevations



4.2 Zone and land use

Zone Map – Rural Resource



The land is zoned Rural Resource. It is partly within the attenuation distance of the Austral brickworks and is within the Tasmania Gas Pipeline planning corridor.

The relevant Planning Scheme definitions are:

single dwelling	means a dwelling on a lot on which no other dwelling is situated; or a dwelling and an ancillary dwelling on a lot on which no other dwelling is situated.
outbuilding	means a non-habitable detached building of Class 10a of the Building Code of Australia and includes a garage, carport or shed.

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Residential (single dwelling) is Discretionary in the zone.

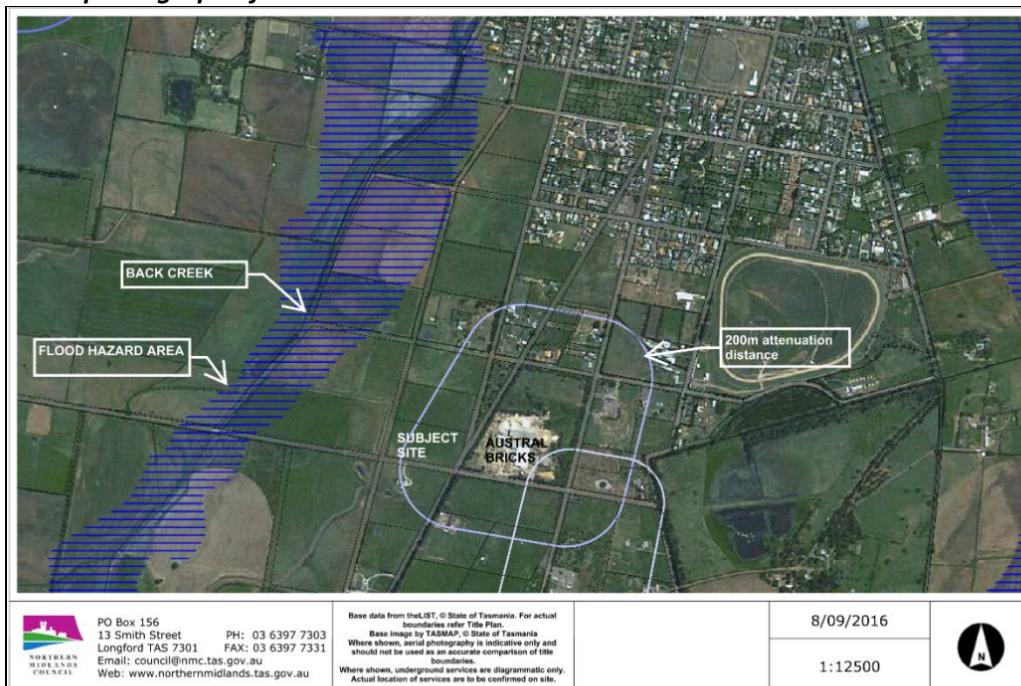
26.2 Use Table

Discretionary	
Use Class	Qualification
Residential	If for single dwelling

4.3 Subject site and locality

The author of this report carried out a site visit on 8th September 2016. The site is a 3 ha title to the south of Longford, on the corner of Cressy Road and Wilmores Lane. It adjoins a similar property to the north. It adjoins an unmade road reserve to the west, over which is a rural property. Over Cressy Road to the east is the Longford brickworks. Over Wilmores Lane to the south is a 4.2ha property containing a house.

Aerial photograph of area



Photograph of subject site on right and reserved road on left, from Burghley Street

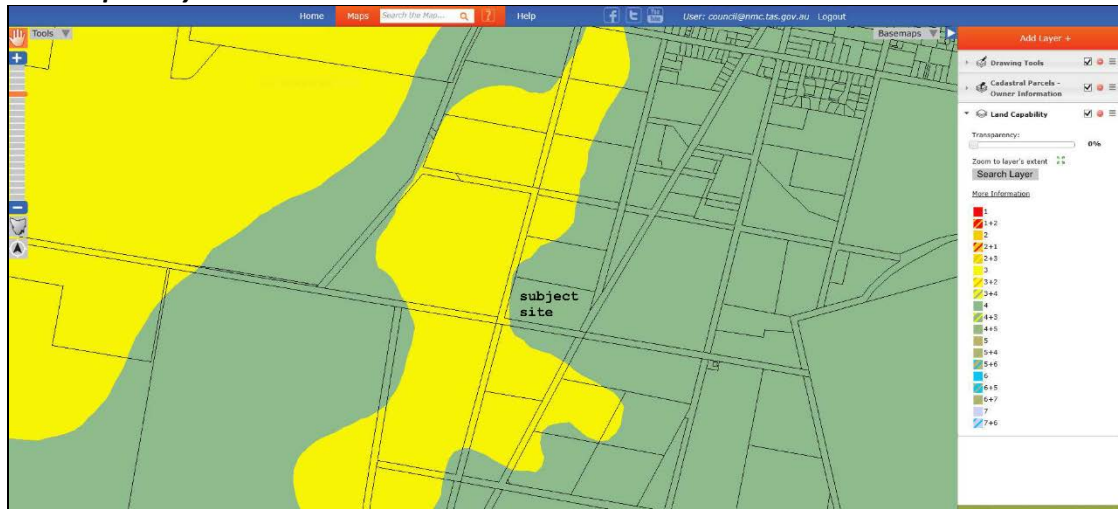


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Land Capability



4.4 Permit/site history

Council's file contains no relevant permit or site history.

4.5 Representations

Notice of the application was given in accordance with Section 57 of the *Land Use Planning & Approvals Act 1993*. A review of Council's Records management system after completion of the public exhibition period revealed that no representations were received.

4.6 Referrals

Council's Works & Infrastructure Department

Precis: Council's Works & Infrastructure Department (Jonathan Galbraith) provided the attached recommended conditions.

TasWater

Not applicable to this application

Heritage Adviser

Not applicable to this application

Tasmanian Heritage Council

Not applicable to this application

Department of State Growth

Not applicable to this application

Launceston Airport

Not applicable to this application

Tasrail (adjoining landowner)

Not applicable to this application

Environmental Health Officer

Precis: Council's Environmental Health Officer advises that the site is suitable for on-site waste water disposal.

Natural Resource Management Facilitator

Not applicable to this application

Environment Protection Agency (level 2 under EMPCA)

Not applicable to this application

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**Local District Committee**

Not applicable to this application

General Manager

Not applicable to this application

Zinfra (Gas Pipeline)

Precis: Advised that the Tasmanian Gas Pipeline does not object to the proposal and advises that any activity within the pipeline easement or activity over the pipeline requires contact through Dial before you Dig 1100.

4.7 Planning Scheme Assessment

See attached assessment against the Planning Scheme provisions.

5 FINANCIAL IMPLICATIONS TO COUNCIL

Not applicable to this application.

6 OPTIONS

Approve subject to conditions, or refuse and state reasons for refusal.

7 DISCUSSION

Conditions that relate to any aspect of the application can be placed on a permit.

Discretion to refuse the application is limited to:

- **Variation to setbacks for dwelling in the Rural Resource zone.**

Comment:

The variations are supported as they will not have a negative impact on surrounding agricultural use.

- **Development and use of a dwelling in the attenuation area around Austral Bricks.**

Comment:

The development is supported as it is on the outside edge of the attenuation area, and the prevailing wind is from the site towards the brickworks.

- **Development and use of a new access.**

Comment:

The new access to Wilmores Lane is acceptable in terms of road safety and efficiency.

- **Development and use of a single dwelling in the Rural Resource zone.**

Comment:

The objective of Clause 26.3.2 is to ensure that dwellings are:

- a) *incidental to resource development; or*
- b) *located on land with limited rural potential where they do not constrain surrounding agricultural operations.*

The relevant performance criteria is P1.1 b):

A dwelling may be constructed where it is demonstrated that the site is practically incapable of supporting an agricultural use or being included with other land for agricultural or other primary industry use, having regard to:

- i) *limitations created by any existing use and/or development surrounding the site; and*

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- ii) *topographical features; and*
- iii) *poor capability of the land for primary industry operations (including a lack of capability or other impediments).*

The applicant states that:

The land on the corner of Wilmores Lane and Cressy Road, Longford has been reported as class 4 agricultural land by both Ives and Chilvers.

The site is bordered by Longford House to the North, Wilmores Lane to the South, industry on Cressy Road to the East and a road reserve with adjacent farm land to the west. This adjacent farm land is a different soil type than the subject land and is prone to flooding and water logging and only suitable for grazing. The regional soil map shows this as class 5 agricultural land (Note: The LIST Land Capability layer shows it as Class 4).

According to the Guidelines for the Classification of Agricultural Land (Grose, 1999), class 4 land can only be cropped between 2 and 4 years out of 10, with class 5 land unsuitable for cropping at all.

*Although the land capability of the subject land is class 4, the site is **not suitable** for any profitable agricultural activities due to its size, location and limited water access. The following crop/enterprise rotations for the 7 acre block shows the gross margin expected for agricultural activities undertaken on the site.*

Year	Enterprise	Gross Margin
1	Grazing fat lambs (max 10 head)	\$300
2	Grazing fat lambs (max 10 head)	\$300
3	Barley (dryland max 4 tonne/ha)	\$200
4	Wheat (dryland max 3 tonne/ha)	\$150
5	Grazing fat lambs (max 10 head)	\$300
6	Grazing fat lambs (max 10 head)	\$300
7	Grazing fat lambs (max 10 head)	\$300
8	Barley (dryland max 4 tonne/ha)	\$200
9	Wheat (dryland max 3 tonne/ha)	\$150
10	Grazing fat lambs (max 10 head)	\$300

Average net income each year over 10 years = \$250/year. Even if this land were to be joined to the two blocks to the north, it would only increase to \$750/year. Furthermore, the land cannot be adhered to any adjacent land to the west as the soil types are different and this require different management regimes. Any change of use of this site will not fetter agricultural production of adjacent farmland because minimum clearance distances can be achieved for ground spraying and machinery use between the different land uses.

Therefore the proposal complies with P1.1 b) of Clause 26.3.2.

The scheme allows a dwelling to be constructed where it is demonstrated that the site is:

- *Practically incapable of supporting an agricultural use; or*
- *Being included with other land for agricultural or other primary industry use, having regard to:*
 - i) *limitations created by any existing use and/or development surrounding the site; and*
 - ii) *topographical features; and*
 - iii) *poor capability of the land for primary industry operations (including a lack of capability or other impediments).*

The scheme defines 'agricultural use' as "use of the land for propagating, cultivating or harvesting plants or for keeping and breeding of animals, excluding pets" and does not limit consideration of agricultural use to the particular property or to the financial viability of the agricultural use.

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It is considered that the land is capable of supporting an agricultural use, and of being included with other land for agricultural use. It is therefore considered that the proposal does not comply with clause 26.3.2 P1.1 (b).

Council has previously sought to rezone land in the south Longford area, including the subject site, to allow for rural living/low density residential development. The rezoning was unsuccessful with the Planning Commission advising that further background work was required, including a development plan for the south Longford area.

8 ATTACHMENTS

- A Application & plans, correspondence with applicant
- B Responses from referral agencies
- C Planning Scheme Assessment

RECOMMENDATION

That application P16-154 to develop and use a dwelling & two sheds & new access - attenuation area at 18 Wilmores Lane (corner Cressy Road), Longford be refused on the following grounds:

- The proposal has not demonstrated compliance with clause 26.3.2 P1.1 (b).

DECISION

Cr Knowles/Cr Polley

That the matter be discussed.

Carried unanimously

Cr Polley/Cr Goninon

That land at 18 Wilmores Lane (cnr Cressy Rd), Longford be approved to be developed and used for a dwelling & two sheds (vary setbacks in rural zone) & new access - attenuation area - in accordance with application P16-154, and subject to the following condition:

1 Layout not altered

The use and development shall be in accordance with the endorsed plans.

2 Council's Works & Infrastructure Department conditions

2.1 Stormwater

- a) Stormwater drainage from all roofs and hardstand areas to be contained within the property.
- b) Concentrated stormwater must not be discharged into neighbouring properties

2.2 Access

- a) A hotmix sealed apron Wilmores Lane to the property boundary in accordance with Council standard drawing TSD R03 and the Traffic Impact Assessment prepared by RJK Consulting.
- b) Access works must not commence until an application for vehicular crossing has been approved by Council.
- c) The driveway must be sealed for a minimum of 6m from the edge of the road even if this extends inside the property boundary.

2.3 Municipal standards & approvals

Unless otherwise specified within a condition, all works must comply with the Municipal Standards including specifications and standard drawings. All works must be constructed to the satisfaction of Council. Where works are required to be designed prior to construction,

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such designs and specifications must be approved by Council prior to commencement of any *in situ* works.

2.4 Works in Council road reserve

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

2.5 Pollutants

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

2.6 Works & Infrastructure damage bond

- a) Prior to the application for a building permit, a \$500 bond must be provided to Council, which will be refunded if Council's infrastructure is not damaged.
- b) This bond is not taken in place of the Building Department's construction compliance bond.
- c) The nature strip, crossover, apron and kerb and gutter and stormwater infrastructure must be reinstated to Council's standards if damaged.
- d) The bond will be returned after building completion if no damage has been done to Council's infrastructure and all engineering works are done to the satisfaction of the Works & Infrastructure Department.

2.7 Naturestrips

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

3 Gas Pipeline

Any activity within the Tasmanian Gas Pipeline easement or activity over the pipeline requires contact through Dial before you Dig 1100.

Carried

Voting for the Motion:

Mayor Downie, Cr Calvert, Cr Goninon, Cr Gordon, Cr Goss, Cr Knowles, Cr Lambert, Cr Polley

Voting against the Motion:

Cr Adams

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324/16

COUNCIL ACTING AS A PLANNING AUTHORITY – CESSATION

RECOMMENDATION

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

DECISION

Cr Goss/Cr Gordon

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

Carried unanimously

Ms Boer and Ms Cunningham left the meeting at 7.14pm.

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325/16

LONGFORD CARAVAN PARK & CARINS PARK FENCE

Responsible Officer: Arend Boog, Works & Infrastructure Manager

Report prepared by: Arend Boog; Works & Infrastructure Manager

1 PURPOSE OF REPORT

The purpose of this report is to provide Council with a recommended design for replacing the fence between Carins Park and the Longford Caravan Park.

2 INTRODUCTION/BACKGROUND

The existing cyclone wire fence was severely damaged in several recent floods and cannot be viably repaired

The Longford Local District Committee have requested Council investigated the installation of a Hawthorn hedge in place of or in addition to the erection of a fence between the Longford Caravan Park and Carins Park.

The Caravan Park would like to see existing or improved levels of security achieved.

Council resolved that W&I recommend a suitable design and course of action.

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following “Volume 1 – Mapping Our Direction” goals have relevance to this issue:

- 5.31 Community Facilities
Provide reserves, public open spaces, recreational facilities, cemeteries, public buildings and other council amenities which are designed, developed and maintained to meet the needs of the Northern Midlands Municipality.

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

Estimated costs for building a structural fence are approximately \$10,000. The installation of the Hawthorn hedge is likely to add a further \$10,000

7 RISK ISSUES

There are two competing priorities in the design of the fence:

- The capacity to structurally withstand a flood event (let water and debris through)
- The ability to provide security for the Caravan Park (keep people out)

The risk is that one or both of these criteria may not be met with the approved design.

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8 CONSULTATION WITH STATE GOVERNMENT

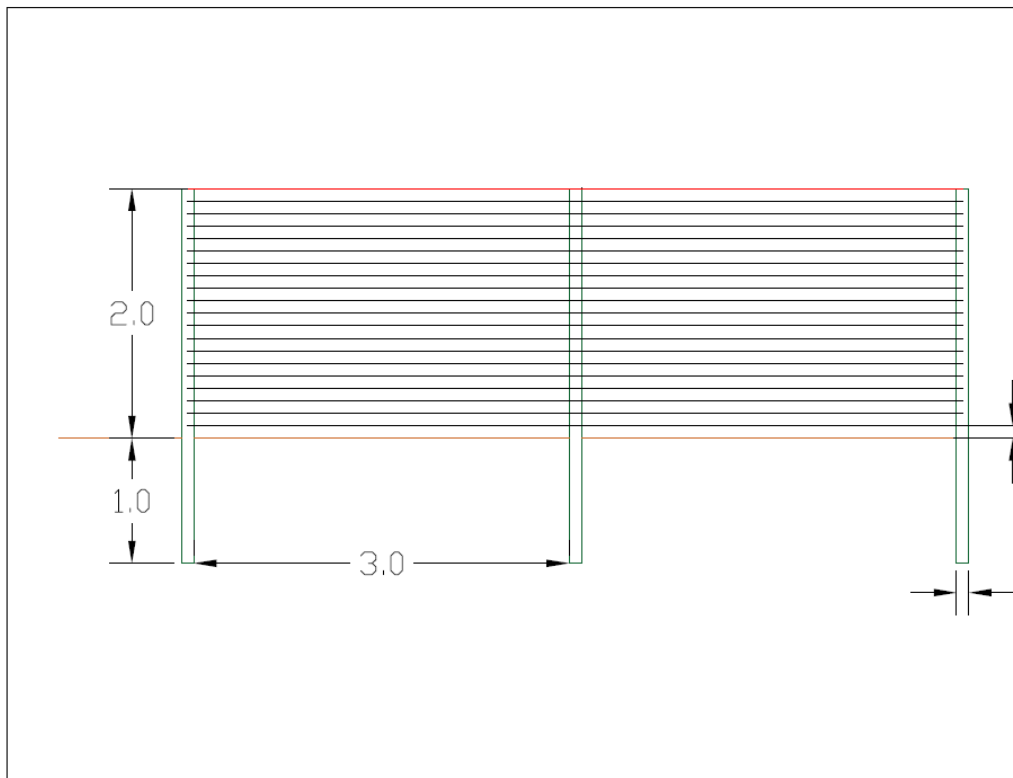
N/A

9 COMMUNITY CONSULTATION

Works and Infrastructure has consulted with the Longford Local District Committee and the management of the Caravan Park, the results of which have motivated this report.

10 OPTIONS FOR COUNCIL TO CONSIDER

- 1) The installation of 3m treated pine posts (to a fence height of approximately 2m) with farm fence wire strung and secured horizontally across the posts at 100mm spacings.



- 2) The engagement of a specialist contractor to begin installation of a Hawthorn hedge on the upstream side of the fence (inside the Caravan Park).

11 OFFICER'S COMMENTS/CONCLUSION

After significant investigations, we believe this design presents the best solution to achieve safety and mitigation of flood risks, while minimising the financial impact to council.

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That council approves the suggested design and engagement of appropriate contractors to undertake the fence replacement work and installation of the Hawthorn hedge.

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DECISION

Cr Goss/Cr Adams

That the matter be discussed.

Carried unanimously

Cr Knowles/Cr Lambert

That council approves the suggested design and engagement of appropriate contractors to undertake the fence replacement work and installation of the Hawthorn hedge – temporary type fencing (6m span of 2 panels in a gate type arrangement).

Cr Polley left the meeting at 7.20pm.

Cr Polley returned to the meeting at 7.23pm.

Carried unanimously

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326/16 GUARDRAIL AT ILLAWARRA ROAD / BISHOPSBOURNE ROAD INTERSECTION

Responsible Officer: Arend Boog, Works & Infrastructure Manager

Report prepared by: Arend Boog; Works & Infrastructure Manager

1 PURPOSE OF REPORT

A summary of the investigation into guardrail requirements at Illawarra Road / Bishopsbourne Road as per Councillor Polley's request.

2 INTRODUCTION/BACKGROUND

While Council is responsible for maintenance on Bishopsbourne Road, the Department of State Growth is the road authority for Illawarra Road Highway.

The intersection has been inspected and it certainly meets the intervention levels required for the installation of guardrail. However, most of Illawarra Road between Longford and the Bishopsbourne Road intersection also meets this intervention level, as well as the Mill Dam intersection on the opposite side of the road; and many other sites within the local area. The risk is primarily concentrated on the far side of the travelling lane. The intersection does not stand out as unsafe within the area and does not have a history of incidents.

The issue of guardrail at this intersection has been raised on several occasions in the recent past:

18 Apr 2012 – Traffic Committee minutes record that a Councillor had requested additional guardrail at this intersection and that this had been passed onto DIER's assets department. Adrian Coomber (DIER) was to report back once information was received from Assets.

13 Jun 2012 – Investigation by DIER confirmed that new guardrail was required. Assets department to prioritise works and carry out when funding is available.

7 Aug 2013 – Traffic Committee minutes record that it was agreed that more guardrail may be needed and that Nick Browne would follow up with State Growth's assets division

4 Jun 2014 – State Growth agreed that existing guardrail could be improved and additional rail may be required. Nick Browne followed up and it is on the State Growth list of works to be completed. Jonathan Galbraith advised Councillor Carins of this outcome.

As far as can be ascertained, the intersection remains on the list to upgrade guardrail when funding is available for the works.

3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2007/2017 (2012/2013 Revision) provides the guidelines within which Council operates. The following "Volume 1 – Mapping Our Direction" goals have relevance to this issue:

- 5.1 Transport Infrastructure Operations
Ensure that council's roads, bridges, footpaths and related assets are planned, designed, developed, constructed and maintained to meet service, safety, and efficiency standards acceptable to the community.

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4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

To undertake the works ourselves will be expensive. W-beam guardrail is one of the most expensive road safety devices to install. The cost of works is estimated at approximately \$20,000 on that side only. Permission would have to be sought from State Growth if Council attempted to undertake any works.

7 RISK ISSUES

There is certainly a risk to public safety, but consistent with the risk in many other areas of the municipality. As the road authority, the Department of State Growth is responsible for this risk and Council can only highlight this issue to them.

8 CONSULTATION WITH STATE GOVERNMENT

No further consultation has taken place with State Government beyond that outlined above.

9 COMMUNITY CONSULTATION

N/A

10 OFFICER'S COMMENTS/CONCLUSION

The intersection can certainly be upgraded and safety outcomes improved with the installation of additional guardrail. It does not however pose a greater risk than many other sites in the Council area and even in the immediate vicinity of Illawarra Road.

Council is not the road authority and has no jurisdiction over the intersection. Council has previously raised the issue with Department of State Growth (and can do so again) but it remains on their programme of works when funding and priorities permit.

A cost-effective interim measure may be to request white fog lines be painted around the intersection to clearly define the edge of lanes. This will not prevent cars leaving the road, but clearly identify the extent of road clear of the batters.

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 1

Council address their concerns to State Growth by way of letter, requesting the extension of guardrail at Bishopsbourne Road intersection be considered of significant importance to Northern Midlands Council.

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DECISION

Cr Polley/Cr Goss

That the matter be discussed.

Carried unanimously

Cr Polley/Cr Knowles

Council address their concerns to State Growth by way of letter, requesting the extension of guardrail at Bishopsbourne Road intersection be considered of significant importance to Northern Midlands Council.

Carried unanimously

Mr Godier left the meeting at 7.29pm.

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CON – ITEMS FOR THE CLOSED MEETING

DECISION

Cr Goninon/Cr Gordon

That Council move into the “Closed Meeting” with the General Manager, Corporate Services Manager, Works & Infrastructure Manager, Regulatory & Community Development Manager and Executive Assistant.

Carried unanimously

327/16 INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Table of Contents

328/16 APPLICATIONS BY COUNCILLORS FOR LEAVE OF ABSENCE

As per provisions of Section 15(2)(h) of the *Local Government (Meeting Procedures) Regulations 2015*.

329/16 (1) PERSONNEL MATTERS

As per provisions of Section 15(2)(a) of the *Local Government (Meeting Procedures) Regulations 2015*.

329/16 (2) INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Management Meetings

329/16 (3) MATTERS RELATING TO ACTUAL OR POSSIBLE LITIGATION TAKEN, OR TO BE TAKEN, BY OR INVOLVING THE COUNCIL OR AN EMPLOYEE OF THE COUNCIL

As per provisions of Section 15(2)(i) of the *Local Government (Meeting Procedures) Regulations 2015*.
Correspondence Received

329/16 (4) INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Action Items – Status Report

329/16 (5) INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Compliance

329/16 (6) PROPOSALS FOR THE COUNCIL TO ACQUIRE LAND OR AN INTEREST IN LAND OR FOR THE DISPOSAL OF LAND

As per provisions of Section 15(2)(f) of the *Local Government (Meeting Procedures) Regulations 2015*.
Land Issues / Property Review

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329/16 (7) INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Compliance

330/16 MORVEN PARK RECREATION GROUND MASTER PLAN

As per provisions of Section 15(2)(d) of the *Local Government (Meeting Procedures) Regulations 2015*.
Morven Park Recreation Ground Master Plan – expressions of interest

DECISION

Cr Goss/Cr Knowles

- 1) That Council:
 - i) Engage Lange Design to undertake the preparation of the Morven Park Recreation Ground Master Plan, and
 - ii) Allocate \$14,220 in the 2016/17 budget to fund the preparation of the Morven Park Recreation Ground Master Plan.
- 2) That Council make this decision available to the public.

Carried unanimously

331/16 FURTHER EDUCATION BURSARY PROGRAM 2016

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Northern Midlands Further Education Bursary Program 2016

DECISION

Cr Goninon/Cr Lambert

That the matter be discussed.

Carried unanimously

Cr Goninon/Cr Adams

- 1) That Council:
 - i) endorse the recipient list for the 2016 Northern Midlands Further Education Bursary Program and maintain the list as confidential until the schools' award ceremonies have been held;
 - ii) Inform the schools of the outcome of their students' applications and request that a Councillor and where applicable, a Cape Hope Foundation representative, be invited to present the bursaries at the award ceremonies;
 - iii) write to the two students that applied for the bursaries and were not selected, to thank them for their applications and advise of the competitive nature of the 2016 Northern Midlands Further Education Bursary Program.
 - iv) undertake a review of the process by which the Bursaries are granted.
- 2) That Council make this decision available to the public.

Carried unanimously

332/16 ACCELERATED LOCAL GOVERNMENT CAPITAL PROGRAM – PRIORITY TWO

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Toosey Aged Care Facility

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DECISION

Cr Polley/ Cr Goninon

That the matter be discussed.

Carried unanimously

Cr Goss/Cr Adams

That Council

- 1) agree to apply as Priority Two under the State Government ALGCP program for \$1.9 million up front funding for the Toosey Residential Building Extension Project.
- 2) make this decision available to the public.

Carried unanimously

333/16 MATTERS RELATING TO ACTUAL OR POSSIBLE LITIGATION TAKEN, OR TO BE TAKEN, BY OR INVOLVING THE COUNCIL OR AN EMPLOYEE OF THE COUNCIL

As per provisions of Section 15(2)(i) of the *Local Government (Meeting Procedures) Regulations 2015*.
Supreme Court Proceeding

334/16 RESTORATION BL 15LB MARK I NO. 788 FIELD GUN, ROSS

As per provisions of Section 15(2)(d) of the *Local Government (Meeting Procedures) Regulations 2015*.
Restoration of Field Gun at Ross

DECISION

Cr Polley/Cr Adams

That the matter be discussed.

Carried unanimously

Cr Polley/Knowles

- 1)
 - a) Council accepts the quote of MSCD construction to restore the BL 15lb Mark I No. 788 Field Gun, Ross;
 - b) Upon conclusion of the restoration Council directs officers to develop a maintenance plan for the BL 15lb Mark I No. 788 Field Gun;
 - c) Council enters into an agreement with the Ross RSL Sub-branch for the upkeep and maintenance of the BL 15lb Mark I No. 788 Field Gun;
 - d) Council officers formally approach the Tasmanian Wool Centre and the Ross RSL Sub-branch seeking a contribution toward the cost of the restoration of the BL 15lb Mark I No. 788 Field Gun; and
 - e) Council officers initiate community consultation in respect to covering of the BL 15lb Mark I No. 788 Field Gun to ensure its longevity.
- 2) That Council make this decision available to the public.

Carried unanimously

DECISION

Cr Goninon/Cr Gordon

That Council move out of the closed meeting.

Carried unanimously

Mayor Downie closed the meeting at 8.50pm.

MAYOR _____

DATE _____