



**NORTHERN  
MIDLANDS  
COUNCIL**

# **MINUTES**

**Ordinary Meeting of Council**

**Monday, 17 July 2017**

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



MINUTES OF THE MEETING OF THE NORTHERN MIDLANDS COUNCIL HELD AT THE COUNCIL CHAMBERS,  
LONGFORD AT 5.06PM ON MONDAY, 17 JULY 2017

### 215/17 ATTENDANCE

#### 1 PRESENT

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

#### In Attendance:

Mr Jennings – General Manager, Miss Bricknell –Corporate Services Manager, Mrs Bond – Regulatory and Community Services Manager, Mr Leigh McCullagh – Works Manager, Mr Godier – Senior Planner (to 6.47pm), Mrs Eacher – Executive Assistant

#### 2 APOLOGIES

Cr Adams

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### 217/17 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:  
Deputy Mayor Goss CON 6 - part 8(vii)

### 218/17 CONFIRMATION OF MINUTES

#### 1 ORDINARY COUNCIL MEETING – 26 JUNE 2017

##### DECISION

**Cr Goss/Cr Knowles**

The Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 26 June 2017 be confirmed as a true record of proceedings.  
Carried unanimously

#### 2 CONFIRMATION OF MINUTES OF COMMITTEES

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

	Date	Committee	Meeting
i)	10/05/2017	Morven Park Management & Development Association Inc.	Ordinary
ii)	04/07/2017	Campbell Town District Forum	Ordinary
iii)	05/07/2017	Ross Local District 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

That Council note the following recommendation/s of Committees:

Meeting Date	Committee	Recommendation
04/07/2017	Campbell Town District Forum	<p>a) The Campbell Town District Forum does not believe it is a Council issue to initiate social change.</p> <p>b) The Campbell Town District Forum recommend Council approach the Department of State Growth to consider implementing more adequate measures to improve road safety in foggy conditions.</p> <p>c) The Campbell Town District Forum request Council to consider improving safety for pedestrians crossing the highway from outside the Campbell Town District High School to the War Memorial Oval precinct.</p>

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

### **DECISION**

**Cr Gordon/Cr Lambert**

That Council **note and investigate** the following recommendation/s of the **Campbell Town District Forum:**

- b) *The Campbell Town District Forum recommend Council approach the Department of State Growth to consider implementing more adequate measures to improve road safety in foggy conditions.*
- c) *The Campbell Town District Forum request Council to consider improving safety for pedestrians crossing the highway from outside the Campbell Town District High School to the War Memorial Oval precinct.*

Carried unanimously

**219/17      DATE OF NEXT COUNCIL MEETING**  
**21 AUGUST 2017**

Mayor Downie advised that the next Ordinary Council Meeting would be held at the Northern Midlands Council Chambers at Longford at 5.00pm on Monday, 21 August 2017.

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### 220/17 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
03/07/2017	<b>Council Workshop</b> Discussion: <ul style="list-style-type: none"> <li>Evidence-Based Approach to Resilience Building</li> <li>Public Notification to Adjoining Property Owners</li> <li>Review of Footpath Trading Policy</li> <li>Truck Parking – Council Land</li> <li>Draft: Placement of Shipping Containers By-Law</li> <li>Northern Midlands Economic Development Strategy</li> <li>Launceston Airport/TRANSLink Precinct Prospectus</li> <li>Brown's Car Park – Access Widening</li> <li>Historical Records and Recognition: Service of Councillors</li> <li>Concrete Recycling</li> <li>Spirit of Tasmania, Tour of Tasmania</li> <li>Planning Matter</li> <li>Purchase/Sale of property, Longford</li> </ul>
17/07/2017	<b>Council Workshop</b> Discussion: <ul style="list-style-type: none"> <li>Council Meeting Agenda items</li> </ul>

#### 2 MAYOR'S COMMUNICATIONS

Mayor's Communications for the period 27 June 2017 to 17 July 2017 are as follows:

Date	Activity
30 June 2017	Attended Black Spot Funding announcement, Perth
3 July 2017	Attended Council Workshop, Longford
10 July 2017	Attended meeting with State Government candidate, Perth
11 July 2017	Attended TasWater Media Announcement, Perth
11 July 2017	Attended LGAT phone meeting re TasWater
12 July 2017	Attended Longford Probus luncheon, Longford
12 July 2017	Attended meeting with TasWater regarding upgrades to Epping Forest, Conara and Rossarden water supply, Longford
12 July 2017	Attended Emergency Management Meeting, Longford
17 July 2017	Conducted Citizenship Ceremony, Longford
17 July 2017	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

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- (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

## 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

## 5 132 & 337 CERTIFICATES ISSUED

	No. of Certificates Issued 2016/2017 year													Total
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	2015/2016
132	77	48	77	62	69	46	51	64	88	62	83	25	752	662
337	31	33	40	34	28	24	27	28	42	30	53	18	388	360

## 6 ANIMAL CONTROL

Item	Income/Issues 2015/2016		Income/Issues for June 2017		Income/Issues 2016/2017	
	No.	\$	No.	\$	No.	\$
Dogs Registered	3,773	92,210	32	469	3,641	88,333
Dogs Impounded	76	5,460	0	570	72	5,423
Euthanized	7	-	-	-	3	-
Re-claimed	60	-	8	-	63	-
Re-homed/To RSPCA	9	-	1	-	6	-
New Kennel Licences	12	816	1	69	5	345
Renewed Kennel Licences	60	2,460	-	-	65	2,772
Infringement Notices (paid in full)	53	9,776	14	2,651	77	13,203
Legal Action	-	-	-	-	1	3,500
Livestock Impounded	2	130	-	-	2	673
<b>TOTAL</b>		<b>110,852</b>		<b>3,759</b>		<b>114,718</b>

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### 7 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	2014/2015		2015/2016		2016/2017	
	Persons	Vaccination	Persons	Vaccination	Persons	Vaccination
July-September	65	68	31	31	43	49
October-December	66	68			46	52
January-March	-	-	-	-	-	-
April-June	85	163			*	*

Some previous data for 2015 – 2016 is not included as Launceston City Council were delivering the immunisation program during that period.

\*The total number of vaccinations increases because there are several vaccinations given to each student.

The National Immunisation Program Schedule recommends that two vaccinations be provided in the school based program in 2017, including Human Papillomavirus (HPV) and diphtheria, tetanus and acellular pertussis (whooping cough) (dTpa).

Immunisations will be undertaken by the Longford Surgery during 2017.

#### 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	4
Inspection of Food Premises	126	118	154	72

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.

### 8 CUSTOMER REQUEST RECEIPTS

Operational Area	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Animal Control	5	-	-	-	-	-	-	-	-	1	1	-
Building & Planning	3	1	1	-	2	7	12	2	-	2	1	1
Community Services	-	-	-	-	-	-	-	-	-	-	-	-
Corporate Services	-	1	-	-	1	-	-	-	1	-	-	-
Governance	-	-	-	-	1	-	-	-	1	-	-	-
Waste	1	-	-	-	-	-	-	-	-	-	-	-
Works (North)	42	33	27	33	29	12	9	27	11	15	10	13
Works (South)	1	4	9	3	2	7	-	2	5	2	6	2



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### 9 GIFTS & DONATIONS (UNDER SECTION 77 OF THE LGA)

Date	Recipient	Purpose	Amount
	Council wages and plant	Assistance to Campbell Town SES	\$274
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
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
23-Nov-16	Longford Cricket Club	Donation - Longford -v- Cressy Cup 2016	\$120
13-Dec-16	Cressy District High School	Inspiring Positive Futures Program	\$8,000
17-Jan-17	Helping Hand Associated	Donation	\$1,000
17-Jan-17	Longford Care-a-car	Donation	\$1,000
21-Mar-17	Cancer Council	Tour De Cure 2017	\$50
26-Apr-17	Michael Salhani	Farewell Gift	\$32
<b>Planning/Building Applications Remitted</b>			
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
5-Jan-17	Longford Mens Shed	Planning Application fees - carpark	\$463
<b>Sporting/Academic Achievements</b>			
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
23-Nov-16	Mr Mitchell Shadbolt	2017 AEBF Junior Nationals in Darwin	\$60
23-Nov-16	Miss Kysha Hill	U18 Australian All School Athletics Championships	\$60
6-Dec-16	Miss Sophie Parkin	National Cricket Carnival	\$60
30-May-17	Mr Isaac Chugg	Aust National U15 AFL Championships in Darwin	\$60
30-May-17	Mr Colby McKercher	Aust National U15 AFL Championships in Darwin	\$60
9-Jun-17	Mr Thomas Dwyer	Aust National U15 AFL Championships in Darwin	\$60
27-Jun-17	Miss Makala Bingley	U16 State Womens Basketball Team	\$60
28-Jun-17	Miss Holly Koster	Science & Engineering Challenge	\$60
28-Jun-17	Miss Gabrielle Hamill	Science & Engineering Challenge	\$60
<b>School Bursary Program</b>			
30-Jan-17	Alex Davis	Bursary Program 2017	\$500
30-Jan-17	Jake Brown	Bursary Program 2017	\$500
30-Jan-17	Saige Venn-Evans	Bursary Program 2017	\$500
11-Jan-17	Lachlan Nation	Bursary Program 2017	\$500
15-Feb-17	Holy Pears	Bursary Program 2017	\$500
15-Feb-17	Alexander King-Grey	Bursary Program 2017	\$500
15-Feb-17	Brittney Johnson	Bursary Program 2017	\$500
15-Mar-17	Harrison Johnston	Bursary Program 2017	\$500
15-Mar-17	Alan McDonald	Bursary Program 2017	\$500
15-Mar-17	Tanisha Latta	Bursary Program 2017	\$500
12-Apr-17	Kurtis Franklin	Bursary Program 2017	\$500
12-Apr-17	Tobias Verhaegh	Bursary Program 2017	\$500
1-May-17	Daniel McCullagh	Bursary Program 2017	\$500
1-May-17	Kimberly Heaps	Bursary Program 2017	\$500

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Date	Recipient	Purpose	Amount
1-May-17	Abigail Maynard	Bursary Program 2017	\$500
9-May-17	Sophie Longstaff	Bursary Program 2017	\$500
10-May-17	Thomas Langridge	Bursary Program 2017	\$500
15-May-17	Tiffany Whitney	Bursary Program 2017	\$500
15-May-17	Brodie Parker	Bursary Program 2017	\$500
29-May-17	J Coban-Banks	Bursary Program 2017	\$500
<b>TOTAL DONATIONS</b>			<b>\$33,131</b>

### 10 ACTION ITEMS: COUNCIL MINUTES

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
20/02/2017	43/17	Campbell Town War Memorial Oval Multi-Function Centre Design	That 2. a management committee, representative of the various user groups, be established	Regulatory & Community Services Manager	Discussions held with other Council's re similar arrangements. In progress.	
26/06/2017	199/17	CMCA Member Only RV Park Proposal – Campbell Town	1) That the matter be deferred. 2) That Council officers a) consult with Kentish Council in relation to the Railton Park; b) establish figures on self-contained and CMCA visitor numbers to the 2 caravan parks in the council area; c) ensure the use of the dump point remain available to all users; d) refer the matter to the Government authority in relation to competitive neutrality; e) establish whether not-for-profit or commercial lease; and e) report back to Council	Regulatory & Community Services Manager	CMCA advised and information requested.	
20/03/2017	86/17	Draft Animal Management By-Law	That Council refer this matter to a workshop for further discussion and that council send through suggested changes to the responsible Council Officer.	Regulatory & Community Services Manager		
26/06/2017	197/17	Invitation To Nominate Representative On The Tamar Estuary Management Taskforce (TEMT)	That Council nominate Cr Gordon as representative to serve on the Tamar Estuary Management Taskforce and the Treasurer and Minister for Planning & Local Government be notified accordingly.	Regulatory & Community Services Manager	Treasurer advised.	
26/06/2017	186/17	Longford LINC	That Council officers follow up with the LINC Northern Manager at the end of June to determine any negative feedback or drop in numbers using the LINC service following the implementation of the revised opening hours, and report back to Council.	Regulatory & Community Services Manager	Report to Council.	
15/05/2017	158/17	Northern Midlands Council Youth Services	That Council * Consider a 0.5 EFT Youth Development Officer allocation in 2017/18 budget; * Maintains its existing youth services for the 2017/2018 financial year; * Allocate \$1,000 toward completing a community survey on the provision of Youth Services in the municipality and development of a Youth Strategy; and * Hold a workshop to consider - the survey results, Council's Youth Strategy, consult with other Youth Development Officer's and resource sharing options.	Regulatory & Community Services Manager	to be considered in conjunction with Perth, Evandale and Longford Primary School proposal.	
20/02/2017	48/17	Policy Review: Overnight Camping – Self Contained Vehicles Policy	That Council: 1. endorse the following locations as free overnight stay areas for self-contained vehicles: Bishopsbourne Recreation Ground, Cressy Recreation Ground, Falls Park, Evandale, Wardlaw Park, Campbell Town - subject to the issuing of appropriate permits for all areas, if not already in place. 2. officers review the current Overnight Camping – Self Contained Vehicles Policy by referring to the Local Government Decision Making Guide and commencing at step 3: discuss preferred approach with existing private caravan park owners in, or near, the municipality and other key stakeholders.	Regulatory & Community Services Manager	Feedback to be reviewed. Presentation to September Council workshop.	30/09/2017
20/02/2017	50/17	Proposed Purchase of Drone	Council approve the budget allocation for the shared program for the 2017 – 2018 budget to cover training, licensing and operator certificate on	Regulatory & Community Services Manager	Shared service agreement being finalised. Policy being prepared. Training booked.	

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			the basis of a joint sharing agreement, insurance and policy with the George Town Council.			
26/06/2017	201/17	Public Interest Disclosures Act 2002 Procedures	That Council note and endorse the Public Interest Disclosure Procedures as attached.	Regulatory & Community Services Manager		
26/06/2017	198/17	Review Of The Northern Midlands Further Education Bursary Program	That Council endorse the proposed changes to the Northern Midlands Further Education Bursary Program, with the option for the number of bursaries allocated to schools to be flexible within the guidelines.	Regulatory & Community Services Manager	Bursary committee advised to present to schools.	
26/06/2017	200/17	Spirit Of Tasmania – Tour Of Tasmania: Request For Financial Assistance	That the matter be deferred to the next meeting after budget has been set.	Regulatory & Community Services Manager	GTR Events notified. Proposal revised due to commitment from City of Launceston toward event. Not progressing this year.	
26/06/2017	188/17	Accelerated Local Government Capital Program (ALGCP)	That a further report be presented to the July Council meeting detailing costs associated with the installation of solar systems in Council facilities.	General Manager	Matter in progress.	
26/06/2017	202/17	Conara Park Master Plan	That Council i) does not progress the development of a master plan for the Conara Park site; and ii) formally approaches the Department of State Growth to fund the relocation of the playground to an alternate identified site within the township.	General Manager	Investigation initiated.	
20/03/2017	73/17	Confirmation of Minutes - Longford Local District Committee	That Council note and investigate the recommendation in relation to following Council minute 45/17 of 20 February 2017: That Council ... ii) Engage with JBS Swift and the Parks and Wildlife Service to collaborate with the undertaking of a plan of the Mill Dam which takes into consideration that the area is flood prone and local knowledge ... - That the resolution to Council be amended to change one word, to replace “plan” with “review”.	General Manager	Matter to be considered as part of the Municipal Wide Land Use Strategy.	
26/06/2017	177/17	Confirmation Of Minutes - Longford Local District Committee	That Council note the request and refer to the Longford Urban Design Strategy, May 2017 for all future streetscape development in Longford. “That the Pitt and Sherry report of 2012 be updated annually by the original authors and used as the base for strategy planning.”	General Manager		
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 as an element of the development of the Economic Development Strategy.	
26/06/2017	184/17	Launceston Airport Roundabout: Enhancement Concept	That Council does not accept responsibility for the maintenance of the landscaped area of the roundabout at the entrance to the Launceston Airport.	General Manager	No further action required.	
26/06/2017	187/17	Longford Railway Bridge – Illawarra Road	That i) the matter be deferred until the budget is set; and ii) Council write to the Minister of Transport advising of the 150 year anniversary of the bridge in 2021 and enquire whether there are any plans to recognise that milestone.	General Manager	Correspondence prepared.	
26/06/2017	187/17	Longford Railway Bridge – Illawarra Road	iii) Council contact light rail in both Evandale and Launceston and advise 150 year anniversary of the bridge in 2021 and enquire as to whether they would be interested in being involved in the recognition of the milestone.	General Manager	Further report to be presented once advise is received from Minister for Transport and the light rail in both Evandale and Launceston.	
20/03/2017	79/17	Longford Strategic Plan	That Council 2. discuss at a workshop, possible upgrades to its current strategic vision document on Longford to include the main recommendations as stated herein and made in the Longford Strategic Plan report.	General Manager	Listed for future Council workshop.	

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
26/06/2017	196/17	Perth Link Road: Illawarra Road Access	That Council not support a request to StateRoads to include an additional single access into West Perth from Illawarra Road.	General Manager	StateRoads advised.	
26/06/2017	182/17	Priority Projects	That Council endorse the priority projects list and that a report be prepared for the next council meeting with the top 5 priority projects identified.	General Manager	Report prepared and listed within July Council meeting agenda.	
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.	
20/02/2017	37/17	Tasmanian Electoral Boundaries Changes	That Council i) formally respond to the Initial Redistribution Proposal; and ii) invite The Hon. Greg Hall MLC and The Hon. Tania Rattray MLC to the next Council workshop to make a presentation.	General Manager	Letter sent.	
26/06/2017	185/17	Support to Change the Date of Recognition of Australia Day	That the matter be referred to Council's Local District Committees for consideration	Executive & Communications Officer / Executive Assistant	Report to Council.	
20/03/2017	73/17	Confirmation of Minutes - Ross Local District Committee	That Council note and investigate the recommendation - The Ross Local District Committee request the Northern Midlands Council accept the Heritage Street and Direction Signs for Ross as proposed	Executive & Communications Officer	Design being finalised.	
15/05/2017	144/17	Confirmation of Minutes - Recommendations - Ross Local District Committee	That Council note and investigate the following recommendation/s of the Ross Local District Committee: The Ross Local District Committee request the Northern Midlands Council to consider fortnightly collection of green waste bins in 2017/2018 budget. And That Council's investigations include introduction of the service to the whole community and that Ross be considered as a possible trial site.	Engineering Officer	Report to August Council meeting.	
26/06/2017	203/17	Guard Rail: Intersection Of Illawarra And Bishopsbourne Roads	That Council write to the Department of State Growth requesting that they undertake the proposed improvements to the linemarking and guideposts at the intersection of Bishopsbourne Road and Illawarra Road as soon as possible.	Engineering Officer	Letter sent.	
26/06/2017	177/17	Confirmation Of Minutes - Perth Local District Committee	That Council note and investigate the following recommendation/s of the Perth Local District Committee: That the Perth Local District Committee encourage Council to prioritise (before summer) the clearing of the willows at the frontage of the new gazebo structure at William Street Reserve and the removal of debris from the swimming hole.	Works Manager	Report to August Council meeting.	30/08/2017
15/05/2017	150/17	Campbell Town Urban Design and Traffic Management Strategy	That Council accept in principle the Campbell Town Urban Design and Traffic Management Strategy and release the Strategy for public comment once the required editing changes have been made.	Project Officer	Community forum being planned for June 2017.	
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.	
15/05/2017	149/17	Council's Social Recovery Plan	That Council adopt the Northern Midlands Social Recovery Plan and undertake a community education campaign to get the message about the Plan and its operation out widely across the Northern Midlands.	Project Officer	Community education campaign to be planned.	
21/11/2016	312/16	Longford Recreation Ground 2030 Masterplan	That the matter be discussed at a future Council Workshop.	Project Officer	Matter considered at June council meeting,	

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
20/03/2017	83/17	Longford Village Green Infrastructure Upgrade	That Council: i) authorise the immediate purchase of the Swirl and Carousel play units for stage two of the Longford playground development at a total cost of \$69,445; ii) apply to the State Government Community Infrastructure Fund for \$106,530.50 towards the cost of the Longford Village Green Upgrade Project.	Project Officer	Play units ordered, application lodged 29/3/17. Outcome awaited.	
15/05/2017	153/17	Longford Village Greens Playground Redevelopment: Stage Three	That Council, with regards to Stage Three of the Longford Village Green playground: i) Approves the replacement of the liberty swing with one of the alternative swing sets (with Model B being the preferred option if Australian Standards can be met); and ii) Approves an application being made to the Tasmanian Community Fund for cash assistance with the implementation of Stage Three of the playground development. iii) Assist Mrs Bell to seek additional funding, possibly through the disability sector, toward the cost of the disability swing.	Project Officer	Swing options being investigated.	
20/02/2017	51/17	Proposed Longford Village Green Infrastructure Upgrade	That Council endorse an application to the State Government Community Infrastructure Fund for \$106,530.50 for the Longford Village Green Upgrade Project, and allocate \$106,530.50 in the 2017/2018 Council Budget to the Village Green Upgrade Project.	Project Officer	Play units ordered, application lodged 29/3/17. Outcome awaited.	
26/06/2017	188/17	Accelerated Local Government Capital Program (ALGCP)	That Council make application under the State Government Accelerated Local Government Capital Program (ALGCP) for up front loan funding of an additional \$550,000 to complete Stage 1; of the Redevelopment of the Longford Recreation Ground Building Project.	Corporate Services Manager	Application submitted.	
26/06/2017	177/17	Confirmation Of Minutes - Perth Local District Committee	That Council note and investigate the following recommendation/s of the Perth Local District Committee: That the Perth Local District Committee wishes to ensure that Wifi access is available to Perth, if not through the State Government process, then through the Council process.	Corporate Services Manager	Being investigated.	
15/05/2017	144/17	Confirmation of Minutes - Recommendations - Ross Local District Committee	That Council note and investigate the following recommendation/s of the Ross Local District Committee: The Ross Local District Committee request the Northern Midlands Council to consider fortnightly collection of green waste bins in 2017/2018 budget. And That Council's investigations include introduction of the service to the whole community and that Ross be considered as a possible trial site.	Corporate Services Manager / Engineering Officer	To be investigated.	
26/06/2017	177/17	Confirmation Of Minutes - Mill Dam Action Group	That Council endorse the change of the Mill Dam Action Group to the Memorandum of Understanding: Amendment to Section 4 membership relating to timing of Annual General Meetings. To now read: "Positions will be appointed at The Annual General Meeting to be held in April every second year in line with the committee's term of office".	NRM Officer		
20/02/2017	45/17	Mill Dam Reserve, Longford	That Council ii) Engage with JBS Swift and the Parks and Wildlife Service to collaborate with the undertaking of a plan of the Mill Dam which takes into consideration that the area is flood prone and local knowledge	NRM Officer	Actions on hold pending review of flood prone areas.	
20/02/2017	45/17	Mill Dam Reserve, Longford	That Council iii) Engage a consultant to review Council's strategy; to assist with the consolidation of Council's position on all Council Public River Reserve lands on-going management and function into the future.	NRM Officer		
26/06/2017	177/17	Confirmation Of Minutes - Longford Local District Committee	That Council note the request and officers report to the Longford Local District Committee accordingly. That the Council advise as a matter of urgency what is proposed to deal with the parking of trucks around the streets and Longford entrances, and when the truck park is to be opened.	Senior Planner	Longford Local District Committee to be advised of current progress.	

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
10/04/2017	126/17	Draft Placement of Shipping Containers Bylaw	That the matter be deferred in order to seek clarification on the following: - Clarification in relation to when a property is sold, whether the purchaser would be required to apply for a permit on any existing container on the property; - Clarification of the meaning of wholly contained within a building	Senior Planner	Discussed at July workshop. Further report to be presented to Council.	
20/02/2017	58/17	Land Use and Development Brief	That council endorse the brief and call for tenders in accordance with Council's Code of Tendering and Procurement.	Senior Planner	Tenderers invited to present to Council staff.	30/07/2017
10/04/2017	120/17	Perth Structure Plan	That Council endorse the Perth Structure Plan and draft amendments to the planning scheme be prepared.	Senior Planner	Meetings held with TasWater and landowners.	
20/03/2017	93/17	Truck Parking – Council Land	That suitable sites for truck parking be determined by Council officers and the matter be discussed at a Council Workshop.	Senior Planner	Discussed at July workshop. Options to be considered.	

### LONG TERM ACTIONS

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
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.	Regulatory & Community Services Manager	Seeking approval of design from descendants. Submitted for inclusion in 2017/18 budget.	
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 completed. Project expected to be finalised by June 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.	
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	General Manager	Cressy and Ross - complete. Avoca design work nearing completion.	
23/01/2017	Sep-17	Street Trees Programme	That Council ... ii) undertake a survey and provide report on the existing services and available space to plant trees in accordance with the tree planting strategy (as listed in this report) for the main streets of Northern Midlands townships; and iii) engage a landscape architect or suitably qualified person to develop a Stage 1 Main Street Tree Program for the municipality.	Works Manager	In progress.	

*Matters that are grey shaded have been finalised and will be deleted from these schedules*

## 11 KEY ISSUES BEING CONSIDERED: MANAGERS' REPORTS

### 1. GOVERNANCE

#### a. Governance – Meetings/Conferences

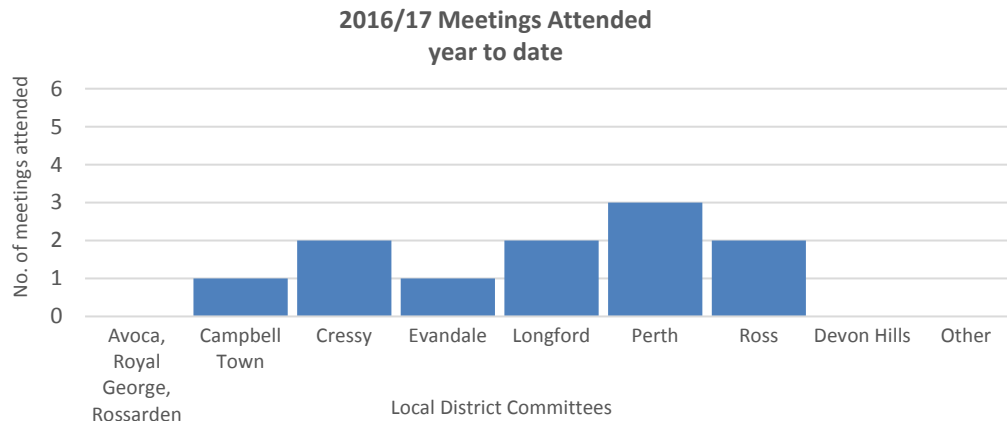
- Council meetings:
  - Ordinary meeting 26 June
- Council Workshop:
  - 5 June
  - 13 June
- Executive Management Team:
  - 7 June
- Staff Meeting
  - 13 June
  - 27 June

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



- Community meetings:



- Other Meetings:

- Met with Architects re Longford Urban Design Strategy and guidelines
- Attended Powranna Truck Wash Meeting
- Met with Denman Architects and Committee re Velodrome clubhouse
- Met with officers from the Department of State Growth
- Attended meeting re Campbell Town War Memorial Oval Project
- Met with members of Campbell Town Swimming Pool Committee
- Met with Ashley Brook re Campbell Town Main Street Urban Design & Traffic Management Strategy
- Met with State Growth re landscaping plan - Perth Link Roads
- Attended meeting with State Growth to discuss Campbell Town Main Street Upgrade
- Met with Nest Energy re Solar
- Attended ALGA Conference, Canberra
- Met with Cr Polley and Ratepayer re Evandale Catholic Cemetery
- Attended Northern Region Shared Services Steering Committee meeting
- Attended meeting re parking of trucks on residential property
- Attended Launceston City Deal Business and Community Advisory Group meeting
- Met with lessees re Ross Caravan Park
- Met with Woolcott Surveys re Perth
- Attended meeting with NRM
- Attended media event re Black Spot Funding announcement

**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
- Recruitment, staff separations/terminations/redundancies
- General human resource matters and management of the same
- Performance management and disciplinary matters as required
- Annual performance appraisal process
- Employee learning and development



# MINUTES – ORDINARY MEETING

## 17 JULY 2017



- Development and implementation of Human Resources Policies and Procedures
- 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.

### c. NRM

- Continuation of delivery of NRM Facilitator Network Partnership with NRM North.
- On-going facilitation of Mill Dam Action Group and partnership relationships.
- Working with Southern Midlands Council regarding flooding concerns at Blackman River
- Customer Requests response, including but not limited to: Local District Committee's, Grant application support requests, weed complaint support requests.
- Community Engagement with supervised exhibition at Longford
- 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.
- Participation with Development application assessment process (via referrals) as part of the Planning and Development team.
- Participation with Perth WSUD project delivery
- Continuation of relationship with TAS TAFE Horticulture Certificate II & III.
- Council representative to Tamar Estuary and Esk River (TEER) Scientific Technical Committee (STC).
- Continuation of property management planning support with Northern Midlands landholders and on-ground works applications, execution and reporting.

## 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 attendance of Court hearings in respect to disputed dog matters
- Conduct routine dog patrols within the municipality
- Review and renew kennel licences within the municipality
- Conduct dog microchipping service
- Progressing municipal wide dog registration audit
- Respond and investigate complaints in respect to fire abatement, including inspections, issuing reminders and notices, engaging contractors to complete works, where required
- Undertake scheduled inspections and inspections arising from complaints regarding overhanging trees, issuing reminders and notices and engaging contractors to complete works, where required
- Conduct inspections of Council's free overnight camping facilities
- Undertaking review of Council's Overnight Camping Policy

### b. Community Services

- Tourism
  - Heritage Highway Tourism Region Association
    - Marketing activities, itineraries, newsletter and social media campaigns
    - Updating event directory
  - Providing support and information for all Northern Midlands Visitor Centres and provision of information to Regional Tourism organisations and tourism operators
- Northern Midlands Business Association
  - Coordinating Northern Midlands Visitor & Information Centre



# MINUTES – ORDINARY MEETING

## 17 JULY 2017



- Media and communications
  - Preparation of monthly double page spread Council pages in Northern Midlands Courier
  - Preparation of weekly Council advert in Your Region, Examiner
  - Preparation of articles for the LGAT newsletter and Local Government Focus Magazine
  - 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
  - Advertising events through Council's web and social media publications
  - Commenced organisation of the 2017 Emirates Melbourne Cup Tour
- War Memorials
  - Refurbishment of BL 15lb Mark I No. 788 Field Gun, Ross (in progress)
  - Development of information brochures to commemorate Sergeant Lewis McGee VC (in proof stage)
- 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
- Health & wellbeing
  - Participating in the quarterly Northern Midlands Health Service Providers Forums, including participation on working group for Health Services Expo Site at Longford Show
  - Member of the Northern Region Sport and Recreation Committee
  - Progressing Council's End Men's Violence Against Women Campaign
- Special projects & funding
  - Submitted applications to Building Better Regions Funding Stream for Ross Village Green development and TRANSLink Stormwater upgrade
  - Submitted funding application for Longford Village Green Playground and BBQ facility upgrade
  - Working with consultants to progress various master plans and community developments
  - Submitted funding application for Woolmers Lane Bridge renewal

### 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
- Engaged local medical practice to undertake school immunisations in 2017
- Investigating environmental incidents, as required
- Investigating notifiable diseases, as required

### d. Regulatory

- Review and update of Council's Policy Manual
- Delegations register review
- Compliance monitoring
- Public Interest Disclosures Act Procedures

## 3. CORPORATE SERVICES

### a. Customer Service

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

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### **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. ABN administration. Electronic Ordering and committals.
- 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.
- Appoint new Debt Collection Service. Review Debt Collection services, and issue 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. Related Party Disclosure procedure introduced.
- Stimulus loan funding applications, administration and repayment procedures.
- 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, scanning and disposal process, new resident's information, council information policies and procedures.
- Banking & Investments, Stimulus Loan administration. 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. Additional Perth School After School Care service reference group setup. Review lowering of school age implications on service. Review replacement of BBF funding in 2018/19.
- General accounting, customer service, feedback survey, correspondence and reports.
- Audit & Audit committee procedures, processes and support.
- 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/funding.
- Light Fleet Management.
- LG Benchmarking Project.

### **c. Risk Management**

- Risk Management register review.
- safety management and reporting
- drug & alcohol testing administration
- contractor and volunteer management/induction/audits
- SDS Register and database
- Plant risk assessments
- Swimming pool risk management
- Recreation ground risk audit
- Emergency Management meetings, EM Plan reviews, Emergency Risk Register, Strategic Fire Plan meetings, Emergency desktop exercise planning and general administration issues.

### **c. Insurance**

- Insurance renewals and policy maintenance.
- Risk Register review and audits.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### **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.
- New and old Council Websites, and Town / Local District Committee website maintenance and upgrades.
- Infonet system maintenance.
- ApproveTas maintenance and training/setup of new Open Office Town Planning replacement.
- Cemetery database maintenance.
- Office telephone system maintenance & 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 maintenance & training.
- Delegations software implementation.

### **4. DEVELOPMENT SERVICES**

#### **a. Policy**

- Ongoing review of 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.
- By-Law preparation.

#### **b. Building.**

- Follow up of illegal building works continues
- Plumbing and building inspections and assessments continue, however these have started to slow down
- Update of workflows and procedures to ensure compliance with new legislation
- Recruitment continues to replace the Building & Compliance Officer position vacated by Henk Koster. Applications close on 17 July 2017
- Multi-skilling of the 2 x Administration Officers continues – to ensure that these two employees can work across both the building and planning items, which will enable coverage for periods of leave as needed

#### **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.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



- The position of Planning & Compliance Officer was made redundant on 8 June 2017

### 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

### 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

- 4 Lot Pegasus subdivision Ross at practical completion.
- Stage 2 of Holliejett subdivision (3 lots) in Edward Street, Perth has reached practical completion.
- 4 Lot Unathi subdivision at practical completion.
- 7 lot Dixon subdivision, Pultney Street, Longford at practical completion

### d. Waste Management

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

### e. Tenders and Contracts

- Tenders for Bridge 1300, Rossarden Road and Bridge 3725 McShanes Road have been awarded, work on site to start in August, weather permitting.

### f. Flood levee

- Programmed monthly/ bi-monthly inspections of flood levee carried out by Works and Infrastructure staff.
- Comprehensive 5 yearly inspection by qualified Dam Engineer in currently progress, as required by State Government permit.

### 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

- N/A

## 12 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.

## 13 VANDALISM

Prepared by: Jonathan Galbraith; Engineering Officer

Incident	Location	Estimated Cost of Damages		
		June 2017	July 2016 – June 2017	June 2016
None to report		\$ 0		
<b>TOTAL COST VANDALISM</b>		<b>\$ 0</b>	<b>\$ 8,670</b>	<b>\$ 0</b>

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 14 YOUTH PROGRAM UPDATE: JUNE 2017

Prepared by: Amanda Bond, Regulatory & Community Services Manager

Council contracts Longford and Launceston PCYCs to provide youth programs in Evandale, Perth and Longford. Sessions are held at Longford on Friday evenings for the month of June there were 30 attendees.

The attendances at Perth were again consistent and all but one session went ahead without any concerns, with the younger attendees continuing to show good interest in the variety of activities being offered. The numbers continue to be consistently good at Evandale, and all of the sessions were held outdoors aside from the 23rd, when poor weather led to some indoor activities being held at the school hall. The extra week during the month at both locations also helped boost the overall attendance numbers.

- Perth – 1st = 10, 8th = 10, 15th = 9, 22nd = 9, 29th = 14 – TOTAL = 52
- Evandale – 2nd = 22, 9th = 25+, 16th = 30+, 23rd = 11, 30th = 25+ - TOTAL = 113+

Council also contracts National Joblink (NJL) to provide youth mentoring programs at Cressy and Campbell Town District High Schools, during school terms (five hours per fortnight per school). The programs provided to each school are tailored to the needs of the school.

In Term 2 at Campbell Town District High School NJL have been focusing on the following areas:

- Pathway planning with senior students including resume writing and interview skills
- Winter sports activities;
- Learner licence testing.

In Term 2 at Cressy District High School NJL have been focusing on the following areas:

- Working in the Grade 7 & 8 classrooms including one on one sessions with students.

It is noted, detailed Term 2 reports from NJL are expected to be received in the coming week.

### 15 STRATEGIC PLANS UPDATE

Prepared by: Lorraine Green, Project Officer

#### STRATEGIC PLANS SPREADSHEET CURRENT AS OF 10 JULY 2017

Strategic Plans By Location & Consultant	Start Date (contract signed)	Completion Date (report accepted by Council)	Current Status
<b>Blessington</b>			
<b>Feasibility Study: Investment in Ben Lomond Skifield Northern Tasmania</b> (TRC Tourism)	Jun-15	Nov-15	a) Ongoing collaboration with Parks and Wildlife Services and other key stakeholders to progress implementation of report recommendations b) Potential private investor showing interest
<b>Campbell Town</b>			
<b>War Memorial Oval Precinct</b>			
a) Development Plan (Jeff McClintock)	Apr-14	Dec-14	Council requested assessment of the viability of the Multi-Function Centre
b) Financial & Economic Analysis Report (Strategy 42 South)	Jun-15	Dec-15	a) Appendix to the report requested: resultant 'Indicative Financial Analysis of Multi-Function Centre' discussed at Feb 2016 Council Workshop b) National Stronger Regions Fund application lodged Mar 2016 seeking \$750,000 towards Multi-Function Centre c) Election commitment by Liberal Govt to fund Multi-Function Centre \$750,000. Advice received Sept 16 that election commitment would be funded through the Community Development Programme. Advised 9 Jan 2017 that Federal Minister has signed the release of the funds. Draft funding agreement reviewed and returned 18 Jan 2017. d) Oct 16: Council engaged Philip Lighton Architects to undertake the detailed design work for the precinct: draft concepts received

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
			<p>Dec 2016. Reviewed by Stakeholder Group and presented at February Council workshop. On agenda for Feb 2017 Council Meeting.</p> <p>e) Oct 2016: request to Guy Barnett MP for advice re opportunities to access state govt funding</p> <p>f) Oct 2016: application lodged with Sport and Recreation Tas for \$80,000 towards oval improvements: outcome unsuccessful</p> <p>g) 17 Jan 2017: Council advised state govt has approved \$1,000,000 for the Multi-Function centre through the Northern Economic Stimulus Package</p> <p>h) Nov 2016: Council contracted JMG to design and document the new oval lighting. 17 Jan 2017: Northern Economic Stimulus package funding secured to upgrade oval lighting</p> <p>i) Dec 2016: Request to Philp Lighton Architects for a layout plan &amp; concept sketches for improvements around the cenotaph &amp; a display area in entrance to the Multi-Function Centre. Plans received Jan 2017 and state budget submission made for \$158,000 to fund the cenotaph precinct upgrade</p> <p>j) Feb 2017 Council resolved to proceed with the regional size facility. Draft plans received March 2017 and has been signed off by GM</p> <p>k) Development Application P17-126 received on 8 May 2017.</p> <p>l) June 2017 – notified that detailed design work is 91% completed. Public consultation advertised.</p>
CBD Urban Design and Traffic Management Strategy	May-16		<p>GHD presented to Council 28 Nov 2016 Workshop on outcome of community consultation: discussed changes required to draft strategy: draft master plan due 6 April 2017</p> <p>Feb 2017: State Government budget submission made for matching funding for the implementation of the Main Street component of the urban design strategy</p> <p>Strategy adopted for consultation purposes at May 2017 meeting.</p>
Cressy			
Swimming Pool Master Plan (Loop Architecture)	Dec 15?		Draft Master Plan received May 2016: structural assessment approved Aug 2016
Recreational Ground Master Plan (Lange Design)			<p>Quotes for development of the Master Plan received from Lange Design and JMG. On Council Feb 2017 Meeting agenda - closed council</p> <p>17 Jan 2017: confirmation that the state govt has approved \$220,000 for the ground upgrade through the Northern Economic Stimulus Package</p> <p>Feb 2017: Lange Design and Loop Architecture contracted to develop the master plan. Anticipated completion date mid July 2017. Community survey currently being undertaken.</p>
Evandale			
Honeysuckle Banks			
a) Master Plan (Jeff McClintock)	Oct-15		<p>Draft master plan released for community consultation Jan 16: discussed at council workshop &amp; need for the plan to be reviewed in light of frequent flooding of the reserve.</p>
b) Review of Master Plan (Lange Design)	Oct-16		<p>Draft plan received: presented at Feb 2017 Council Workshop: Lange Design requested to revise the plan. Revised plan received 9 March 2017.</p> <p>At May 2017 Council meeting, Council</p> <p>i) accepted in principle the Honeysuckle Banks Plan;</p> <p>ii) consider funding the minor works components of the plan in future Council budgets, and</p> <p>iii) request Council Officers to seek to secure external grants to assist with the implementation of the full plan.</p>

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
<b>Morven Park Master Plan</b> (Lange Design)	Nov-16		work underway 17 Jan 2017: Northern Economic Stimulus Package funding secured for the oval lighting upgrade March 2017 assisted with application for solar panels on clubrooms Anticipated completion date for the master plan: mid August 2017
<b>Longford</b>			
<b>Community Sports Centre Master Plan</b>	Feb-15	Jun-15	a) June 2016: application requesting \$504,722 GST excl. lodged with State Government Regional Revival Program including a business plan. Advised Sept 2016 application was unsuccessful b) 17 Jan 2017: Council advised State Govt has approved \$1,000,000 for the centre upgrade through the Northern Economic Stimulus Package
<b>Visitor Appeal Study</b> (Bill Fox and Associates)	Jan-15	Jun-15	Recommendations implemented include the establishment of a local business & tourism group, development of a destination playground, upgrading of lighting & displays at Visitor Information Centre at JJs, and development of a Place Activation Plan
<b>Place Activation Plan</b> (Village Well) (Accompanying Traffic Issues report by MRCagney)	Sep-15	Jan-16	Recommendations implemented include establishment of an Activation Team to lead the change, and employment of a Project Champion 1 day/week Feb-Sept 2016 to assist the Activation Team with development of Longford brand logo, Longford tourist tear-off map and street beautification
<b>CBD Urban Design Strategy</b>  (Lange Design and Loop Architecture)	May-16		Site Investigation Report completed October 2016. Community Information Gathering Workshop held 7 December 2016. Draft Urban Design Strategy being prepared. Parklet design & plans approved June 2017. Draft Urban Design Strategy adopted May, for further consultation. Draft urban design guidelines being developed.
<b>Recreation Ground Master Plan</b> (Lange Design)	Dec-15	Nov-16	External funding sources being pursued. 17 Jan 2017: Council advised State Govt has approved \$550,000 for the Ground Amenities Upgrade through the Northern Economic Stimulus Package. Tenders close 15 March 2017 Nov 16: Council contracted JMG to design and document new oval lighting. 17 Jan 2017 Northern Economic Stimulus Package funding secured to fund the oval lighting upgrade Draft Master Plan submitted Nov 2016; discussed at Council's 6 Feb 2017 Workshop. Draft master Plan to be submitted to July Council meeting. Council resolved at June 2017 Council meeting to make application under the SGALGCP for upfront loan funding of an additional \$550,000 to complete Stage 1 of the Recreation Ground redevelopment.
<b>Village Green</b>			Jan 2017: costings & plans being developed for Village Green Upgrade including new BBQ shelter, picnic furniture & stage 2 of play space. March 2017 Council submitted an application to the state gov't Community Infrastructure Fund for 50% of the cost of stage 2 of the playground and to be allocated \$106,530.50 in the 2107/18 budget Report on stage three of the playground development going to May 2017 Council Meeting. At May 2017 Council meeting, Council resolved, with regards to Stage Three of the Longford Village Green playground: i) Approves the replacement of the liberty swing with one of the alternative swing sets (with Model B being the preferred option if Australian Standards can be met); and ii) Approves an application being made to the Tasmanian Community Fund for cash assistance with the implementation of Stage Three of the playground development. iii) Assist Mrs Bell to seek additional funding, possibly through the disability sector, toward the cost of the disability swing.



# MINUTES – ORDINARY MEETING

## 17 JULY 2017



Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
<b>Woolmers Bridge</b>			
			Jan 2017: Lange Design contracted to develop landscape concept plan and landscape construction documents Application submitted for the Bridge Renewal Program. Outcome anticipated late October 2017. 12 tonne load limit placed on structure on 6 June.
<b>Perth</b>			
<b>Recreation Ground Master Plan</b> (Lange Design)	Jul-15	Oct-16	External funding sources being pursued 17 Jan 2017: Northern Economic Stimulus Package funding secured for the oval lighting upgrade
<b>Community Centre Development Plan,</b> (Loop Architecture) addressing collective & shared functions with adjacent Primary School & Recreation Ground	Oct-15		Briefing notes from key stakeholder sessions received 25 Feb 2016 Draft concept plans submitted to Council Draft concepts to be directed to workshop in July/August 2017.
<b>Town Structure Plan</b> (GHD)			Community feedback on draft plan closed 18 November 2016. Two design strategy options submitted. Perth Structure Plan adopted by Council on 10 April 2017.
<b>Sheepwash Creek Open Space Plan</b> (Lange Design, GHD Woodhead)			Contract with NRM North signed December 2016 to access funds through National Landcare Program Investment in Tamar River Recovery Plan Dec 2016: West Perth Flood Mitigation Working Group established Draft concept plans received from GHD Woodhead Lange Design requested to prepare Water Sensitive Urban Design (WSUD) for the open space on eastern side of subdivision. On-site works commenced.
<b>Ross</b>			
<b>Swimming Pool Master Plan</b> (Loop Architecture)	Dec 15		Draft Master Plan received May 2016: structural assessment approved August 2016 Final report to be presented to workshop in July/August 2017
<b>Village Green Master Plan</b> (Lange Design, Loop Architecture)	Jun-16	Dec-16	Council accepted Master Plan in principle at 12 December 2016 Council Meeting. 13 Jan 2017: cost estimate for design and documentation, tender process and project management received from JMG 17 Jan 2017: Council advised State Govt has approved \$300,000 for the implementation of the Master Plan through the Northern Economic Stimulus package Feb 2017: Application lodged with the Building Better Regions Fund for \$237,660 to enable the master plan to be implemented in its entirety. Outcome anticipated July 2017 Feb 2017: Lange Design and Loop Architecture contracted to manage the implementation of the master plan Concept design presented to Council workshop on 8 May.
<b>Western Junction</b>			
<b>Launceston Gateway Precinct Master Plan</b> Freight Demand Analysis Report (SGS) Master Plan	Oct-15	May-16	Council approved the preparation of a brief for the precinct master plan at the Sept 2016 Council Meeting
<b>Translink Stormwater Upgrade Project</b>			Applications lodged with National Stronger Regions Fund 2015 & 2016: unsuccessful Application submitted Feb 2017 to the Building Better Regions Fund for \$2,741,402 (total project cost is \$5,482,805: council's contribution is \$1,525,623 and the Woolstons \$1,215,780). Outcome awaited.



# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 16 ANIMAL CONTROL UPDATE

*Prepared by: Tammi Axton, Animal Control Officer*

**Kennel Licences** – renewals for kennel licences have gone out

**Registration Audit of the Municipality** – A registration audit has commenced. Relief officers have been employed to help with this. The audit is going well with a large amount of unregistered dogs on rural properties.

**Procedures** – ACO has been writing new procedures to ensure they are correct and also writing new procedures.

**Attacks** – There has been an increase of dog attacks in the municipality over the last month.

### 17 SPIRIT OF TASMANIA – TOUR OF TASMANIA: REQUEST FOR FINANCIAL ASSISTANCE

*Prepared by: Amanda Bond, Regulatory & Community Services Manager*

Council considered a request from GTR Events at its June meeting, to once again host a stage of the Spirit of Tasmania Tour of Tasmania.

Council made the following decision at its June meeting.

**Cr Polley/Cr Goninon**

*That the matter be deferred to the next meeting after budget has been set.*

*Carried unanimously*

Subsequently, Council officers have been made aware the City of Launceston also considered a request from GTR Events on 26 June and resolved to host a stage of the event. The result being, the stage which was being proposed to start in Longford, will now start in Launceston and will only pass through the Northern Midlands.

Council officers have encouraged event organisers to make application through Council's Event Funding Program for future events.

### DECISION

**Cr Goss/Cr Lambert**

*That the Information items be received.*

*Carried unanimously*

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 221/17 MONTHLY REPORT: DEVELOPMENT SERVICES

Responsible Officer: Des Jennings – General Manager

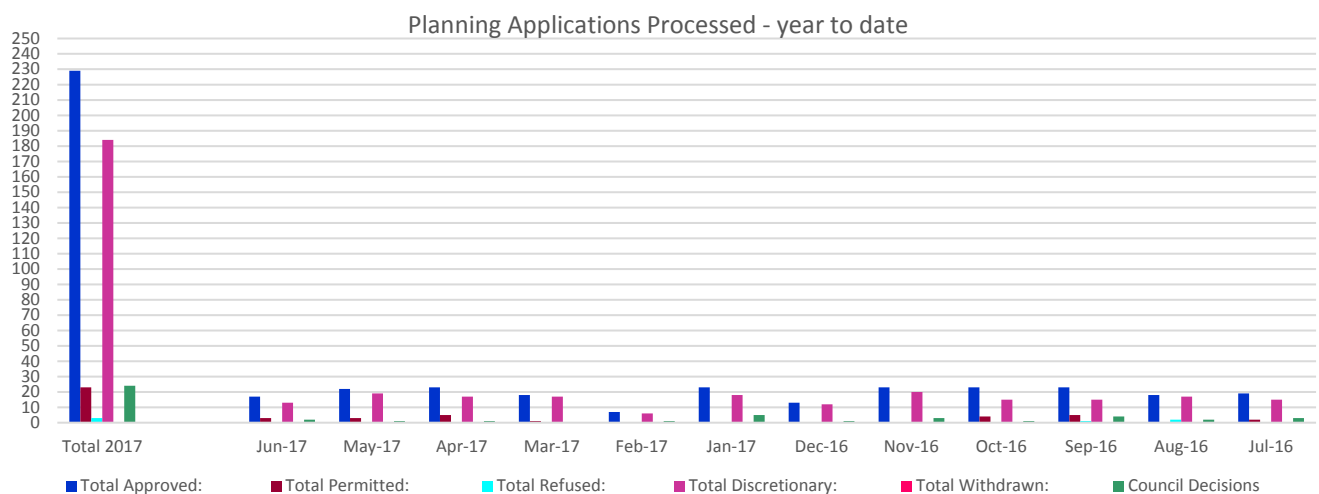
#### 1 PURPOSE OF REPORT

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

#### 2 DEVELOPMENT SERVICES REPORTING

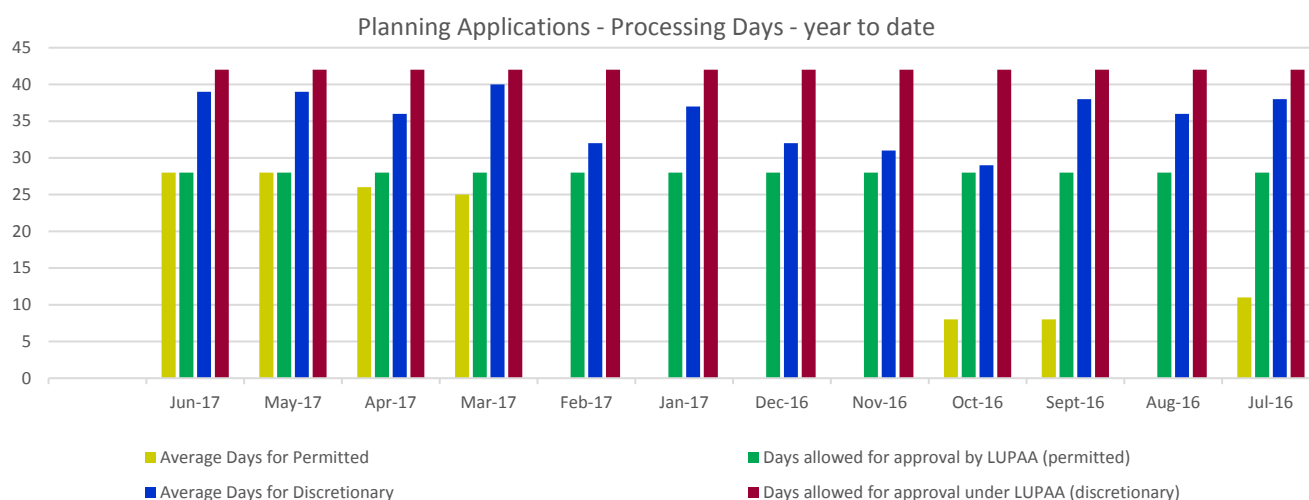
##### 2.1 Planning Decisions

	Total	Jun-17	May-17	Apr-17	Mar-17	Feb-17	Jan-17	Dec-16	Nov-16	Oct-16	Sept-16	Aug-16	Jul-16
Total Approved:	229	17	22	23	18	7	23	13	23	23	23	18	19
Total Permitted:	23	3	3	5	1	0	0	0	0	4	5	0	2
Average Days for Permitted		28	28	26	25		0	0	0	8	8	-	11
Days allowed for approval by LUPAA		28	28	28	28	28	28	28	28	28	28	28	28
Total Exempt under IPS:	13	1	0	0	0	0	0	1	2	3	3	1	2
Total Refused:	3	0	0	0	0	0	0	0	0	0	1	2	0
Total Discretionary:	184	13	19	17	17	6	18	12	20	15	15	17	15
Average Days for Discretionary:		39	39	36	40	32	37	32	31	29	38	36	38
Days allowed for approval under LUPAA:		42	42	42	42	42	42	42	42	42	42	42	42
Total Withdrawn:	0	0	0	0	0	0	0	0	0	0	0	0	0
Council Decisions:	25	3	1	1	0	1	5	1	3	1	4	2	3



# MINUTES – ORDINARY MEETING

## 17 JULY 2017



JUNE 2017					
Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
<b>DELEGATED DECISIONS</b>					
P16-274	Reopen Kalangadoo Store (take-away food, fuel supply, groceries and gallery) - partially within village & rural resource zones, vary hours of operation, commercial area over 250m2 & parking provisions	3370 Lake Leake Road, LAKE LEAKE	M Peaurt	40	D
P17-029	Parklet outside Rustic Bakehouse	Main Street road reservation, CRESSY	Northern Midlands Council	42	P
P17-101	Shed/carport (24m x 7m) (vary setbacks in rural zone & within scenic corridor, ANEF contours & irrigation district)	312 Leighlands Road, EVANDALE	TMK Design Solutions	42	D
P17-110	Multiple dwelling to rear of existing dwelling (non-impervious driveway surface)	87 Marlborough Street, LONGFORD	TMK Design Solutions	43	D
P17-111	3-lot subdivision & shed demolition	17 Anstey Street, LONGFORD	Michell Hodgetts & Assoc Pty Ltd	42	D
P17-115	Dwelling, garage/carport & shed (vary side (W) setback & outbuilding floor area); dam & driveway (works within 50m of a watercourse)	282 Perth Mill Road, PERTH	A & P Golle	44	D
P17-122	Dwelling ancillary to resource development - (variation to setbacks [N&E], within 50m of wetland or watercourse)	Mimosa Stud, 548 Pateena Road, LONGFORD	Peter Geeves	39	D
P17-130	Carport (variation to [S] setback)	46 Mulgrave Street, PERTH	B Cooney & Y Geale	28	D
P17-131	Demolish existing garage and construct new garage (vary (N&W) setbacks)	6 Old Punt Road, PERTH	Theresa L Hatton	27	D
P17-132	Building fascia sign & installation of pediment (heritage-listed building in heritage precinct) (retrospective)	63 Wellington Street, LONGFORD	Country Courier	41	D
P17-136	Replacement outbuilding (7m x 8m) within attenuation distance & ANEF contours	81 Evandale Road, EVANDALE	Commercial Project Delivery	42	D
P17-139	Dog washing business	27 Pakenham Street, LONGFORD	Terry & Jenny Strange	26	P
P17-141	Boundary adjustment	19 Cressy Rd, LONGFORD	Cohen & Associates	34	P
P17-160	Dwelling and shed	1 Bond Street, CAMPBELL TOWN	D & M Loader		E
<b>COUNCIL DECISIONS</b>					
P17-030	Parklet outside LINC (heritage precinct)	Wellington Street road reservation, LONGFORD	Northern Midlands Council	42	D

# MINUTES – ORDINARY MEETING

## 17 JULY 2017

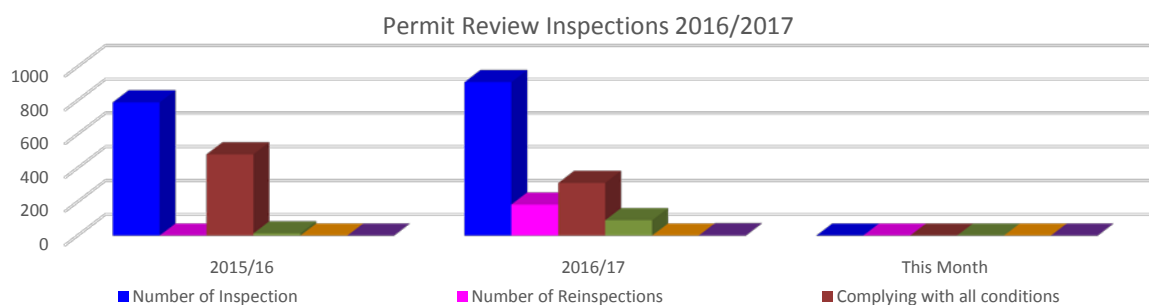


P17-100	Garage (10.5m x 11.7m) ancillary to existing dwelling at #15 High St - vary rear setback (heritage listed place within heritage precinct)	13 & 15 High Street, ROSS	Prime Design (obo	42	D
<b>COUNCIL DECISIONS - REFUSAL</b>					
-	-				
<b>RMPAT DECISIONS</b>					
<b>TPC DECISIONS</b>					
P16-129	Site-specific Planning Scheme Amendment 01/16 & 24-hour service station	171-183 High Street, CAMPBELL TOWN	GHD Pty Ltd (obo United Petroleum P/L)	42	D

### 2.2 Planning Compliance – Permit Review

#### Permit Reviews Undertaken

	2015/2016	This Month	2016/2017
Number of Inspections	789	0	909
Property owner not home or only recently started (Recheck in three months)	295	0	307
Complying with all conditions / signed off	481	0	312
Not complying with all conditions	13	0	91
Reinspections			184
Building Notice Orders issued			2



### 2.3 Matters Awaiting Decision by TPC & RMPAT

<b>TPC</b>	<b>Tasmanian Planning Commission</b>
IPS	Northern Midlands Interim Planning Scheme 2013 – effective date 1.6.13. Draft report from Commission Panel assessing the interim scheme is available on iPlan website. Range of matters considered by the Panel to be potential urgent amendments considered by Council in December 2016. TPC advised of Council's support of the potential urgent amendments in December 2016. Exposure report on iPlan.
TPS	Tasmanian Planning Scheme – State Planning Provisions (SPP). The SPPs come into effect on 2 March 2017 as part of the Tasmanian Planning Scheme. They will have no practical effect until Local Provisions Schedule (LPS) is in effect in a municipal area.
<b>RMPAT</b>	<b>Resource Management &amp; Planning Appeals Tribunal</b>
22/17P	P16-077 - Appeal against conditions - Tyre Storage and Shredding. Hearing date set for 22-24 August 2017.
<b>Decisions received</b>	
<b>TPC</b>	
01/16	Site-specific Planning Scheme Amendment 01/16 & 24-hour service station. Amendment and permit approved. Permit issued.
<b>RMPAT</b>	
50/17S	P17-055 – Appeal against requirement for further information regarding access – 2 lot subdivision Midland Highway. Consent agreement - new access to be moved 80m from junction - sent to RMPAT. RMPAT decision received, application progressing.
66/17P	P17-069 – Appeal against Tasmanian Heritage Council conditions. Mediation set for 19 June. Mediated outcome achieved.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



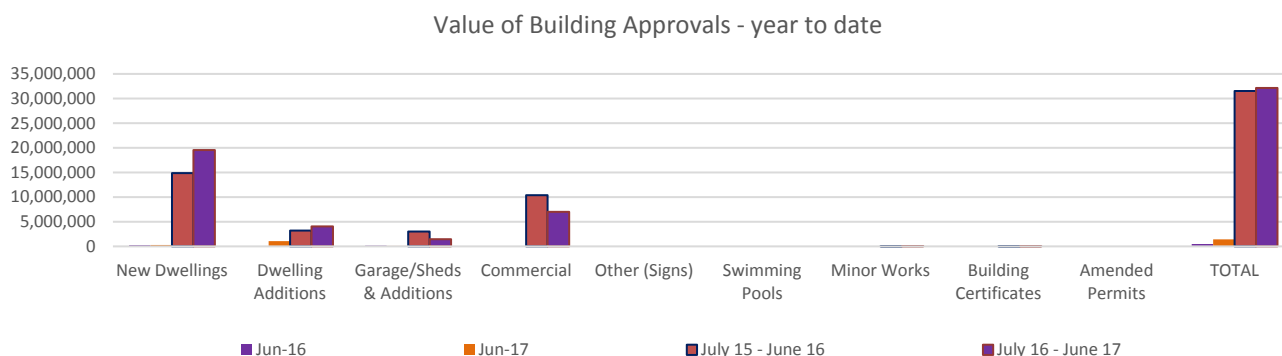
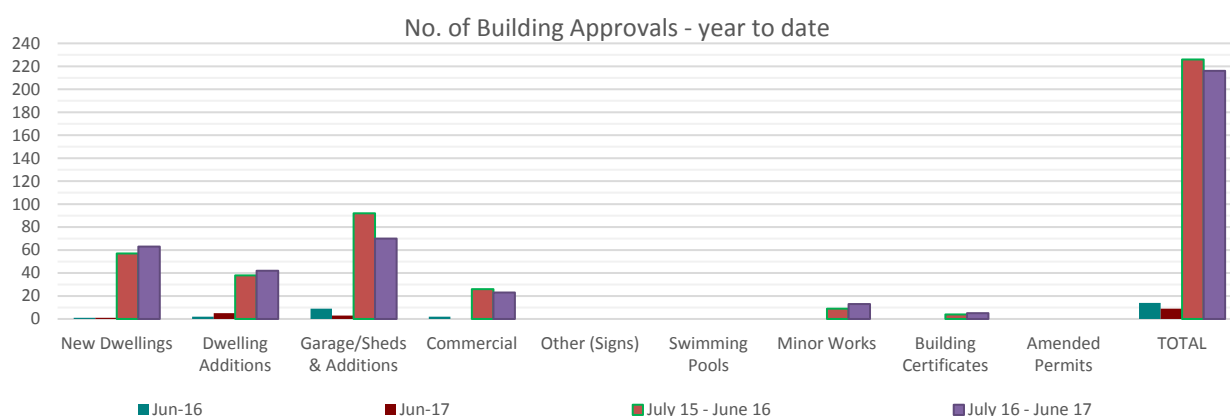
### 2.4 Building Approvals

The following table provides a comparison of the number and total value of building works for 2015/16 and 2016/17.

	YEAR - 2015 - 2016				YEAR - 2016 - 2017			
	Jun-16		July 15 - June 16		Jun-17		July 16 - June 17	
	No.	Total Value \$	No.	Total Value \$	No.	Total Value \$	No.	Total Value \$
New Dwellings	1	250,000	57	14,872,990	1	280,000	63	19,534,268
Dwelling Additions	2	50,000	38	3,217,678	5	1,058,413	42	4,063,154
Garage/Sheds & Additions	9	164,000	92	3,028,503	3	83,000	70	1,469,335
Commercial	2	22,500	26	10,386,755			23	7,011,653
Other (Signs)								
Swimming Pools								
Minor Works			9	28,019			13	59,782
Building Certificates			4	10,060			5	15,060
Amended Permits								
<b>TOTAL</b>	<b>14</b>	<b>486,500</b>	<b>226</b>	<b>31,544,005</b>	<b>9</b>	<b>1,421,413</b>	<b>216</b>	<b>32,153,252</b>
<b>Inspections</b>								
Building	35		323		10		98	
Plumbing	40		240		9		94	

The above figures do not include Building Approvals processed under Resource Sharing Agreements.

The building and plumbing inspection figures for 2015-2016 are captured from Oct 2015- June 2016, as prior to this a different reporting method was utilised and the data was not available.



### 3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Progress – Economic Health and Wealth – Grow and Prosper

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



- Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future  
Core Strategies:
  - ♦ Strategic, sustainable, infrastructure is progressive  
*A Land Use and Development Strategy to direct growth*
- Economic Development – Supporting Growth and Change  
Core Strategies:
  - ♦ Towns are enviable places to visit, live and work
- People – Culture and Society – A Vibrant Future that Respects the Past
  - Sense of Place – Sustain, Protect, Progress  
Core Strategies:
    - ♦ Planning benchmarks achieve desirable development
    - ♦ Council nurtures and respects historical culture
    - ♦ Developments enhance existing cultural amenity
- Place – Nurture our Heritage Environment
  - Environment – Cherish and Sustain our Landscapes  
Core Strategies:
    - ♦ Meet environmental challenges
  - History – Preserve and Protect our Built Heritage for Tomorrow
    - ♦ Our heritage villages and towns are high value assets
- Core Departmental Responsibilities
  - Planning and Development

## 4 STATUTORY REQUIREMENTS

### 4.1 *Land Use Planning & Approvals Act 1993*

The planning process is regulated by the *Land Use Planning & Approvals Act 1993*, section 43 of which requires Council to observe and enforce the observance of its planning scheme.

### 4.2 *Building Act 2016*

The *Building Act 2016* requires Council to enforce compliance with the Act.

## 5 RISK ISSUES

Overall Council currently has a good reputation throughout the development community and that people are aware of the need for building approvals. Inconsistent decision making would place this reputation at risk.

Council strives to ensure that the planning scheme meets expectations of community. Ongoing changes driven by the State despite public exhibition may not always further this aim.

## 6 COMMUNITY CONSULTATION

Discretionary applications are placed on public notification in accordance with Section 57 of the *Land Use Planning & Approvals Act 1993*.

## 7 OFFICER'S COMMENTS/CONCLUSION

Planning approval timelines for processing of discretionary applications is 39 days (39 days last month) (42 days allowed by LUPAA).

Permit reviews exceeded the 2015/2016 year, with 909 being inspected (789 in the 2015/2016 year).

There were 216 building approvals for 2016/2017 at a value of \$32,153,252 compared to 226 approvals at a value of \$31,544,005 for the 2015/2016 year.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### RECOMMENDATION

That the report be noted.

### DECISION

**Cr Goss/Cr Lambert**

That the report be noted.

Carried unanimously

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 222/17 SUPPORT TO CHANGE THE DATE OF RECOGNITION OF AUSTRALIA DAY

Responsible Officer: Des Jennings, General 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 regarding a request from the City of Hobart Council to support a motion to the Local Government Association of Tasmania General Meeting on 26 July 2017.

#### 2 INTRODUCTION/BACKGROUND

Council has received a letter dated 12 May 2017 from Alderman Sue Hickey, Lord Mayor of Hobart seeking Council's support of the following motion to be presented to the Local Government Association of Tasmanian General meeting on 26 July 2017:

*That LGAT be requested to lobby Tasmania's 29 councils to consider efforts they could take to lobby the federal government to change the date of recognition of Australia Day.*

Council has also received a letter dated 9 June 2017 from Senator the Hon. Eric Abetz advocating to keep Australia Day on the 26<sup>th</sup> of January.

A copy of both letters are attached to this report.

At its meeting of 26 June 2017 Council resolved the following (Minute Reference: 185/17):

*Cr Polley/Cr Knowles*

*That the matter be referred to Council's Local District Committees for consideration.*

*Carried*

*Voting for the motion:*

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

*Voting against the motion:*

*Cr Goninon*

Council officers presented the issues to the local district committees who met prior to this meeting. The responses were:

#### Campbell Town District Forum:

*Mr Michael Roach/Mr John Ashman*

*The Campbell Town District Forum does not believe it is a Council issue to initiate social change.*

*Carried unanimously*

#### Evandale Advisory Committee

The following vote was held:

For changing the date:	3
Against changing the date:	3
Abstain:	1
Other (consult with indigenous members of the community):	1

#### Ross Local District Committee

The Ross Local District Committee indicated reluctance to make a decision on such a sensitive issue on behalf of the community.



# MINUTES – ORDINARY MEETING

## 17 JULY 2017



It is noted the Avoca, Royal George and Rossarden Local District Committee, the Cressy Local District Committee, the Perth Local District Committee and the Longford Local District Committee did not meet between the 26 June and 17 July Council meetings.

As the request from Lord Mayor Hickey relates to a motion being presented at the Local Government Association of Tasmania meeting on 26 July 2017, the report has been brought back to Council for consideration at this meeting.

Council has received a subsequent letter from Alderman Sue Hickey on 10 July 2017 clarifying the City of Hobart position regarding this proposal.

All correspondence referred to is attached to this report.

### **3 STRATEGIC PLAN 2017-2027**

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact
  - Core Strategies:
    - ♦ Communicate – Connect with the community

### **4 POLICY IMPLICATIONS**

Not applicable.

### **5 STATUTORY REQUIREMENTS**

There are no statutory requirements to support or oppose the motion.

### **6 FINANCIAL IMPLICATIONS**

There are no identified financial implications for Council to support or oppose this motion.

### **7 RISK ISSUES**

There is a risk that by supporting this position, without completing community consultation Council may be supporting a position that is not reflected by the Northern Midlands community, and vice versa.

### **8 CONSULTATION WITH STATE GOVERNMENT**

There has not been direct consultation between the Northern Midlands Council and the State Government regarding this request.

### **9 COMMUNITY CONSULTATION**

Council has referred this matter to its community local district committees.

### **10 OPTIONS FOR COUNCIL TO CONSIDER**

To support or not support the motion.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 11 OFFICER'S COMMENTS/CONCLUSION

26<sup>th</sup> of January marks the anniversary of white settlement in Australia. For this reason, it is considered by many as “invasion day” or “survival day”. Each year there is a stronger and stronger push to have the recognition of Australia Day moved from 26 January, to a more historically sensitive date.

### 12 ATTACHMENTS

- 12.1 Letter from Alderman Sue Hickey, Lord Mayor, City of Hobart dated 12 May 2017.
- 12.2 Letter from Senator the Hon Eric Abetz, Liberal Senator for Tasmania dated 9 June 2017.
- 12.3 Letter from Alderman Sue Hickey, Lord Mayor, City of Hobart dated 6 July 2017.

### RECOMMENDATION 1

That Council discuss this matter.

### RECOMMENDATION 2

That Council does/does not support the proposed motion of the City of Hobart Council to the Local Government Association of Tasmania General Meeting.

### DECISION

#### **Cr Knowles/Cr Calvert**

That the matter be discussed.

Carried unanimously

#### **Cr Knowles**

That Council does support the proposed motion of the City of Hobart Council to the Local Government Association of Tasmania General Meeting.

The motion lapsed for want of a seconder

#### **Cr Knowles/Cr Goss**

That an amendment be made to the motion that is put to the Local Government Association of Tasmania (LGAT), as follows:

That the Local Government Association of Tasmania be requested to lobby Tasmania's 29 councils to consider efforts they could take to lobby the Federal Government to initiate discussion in relation to the date of recognition of Australia Day.

Carried

#### **Voting for the motion:**

Deputy Mayor Goss, Cr Gordon, Cr Knowles, Cr Lambert, Cr Polley

#### **Voting against the motion:**

Mayor Downie, Cr Calvert, Cr Goninon

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 223/17 LOCAL GOVERNMENT ASSOCIATION OF TASMANIA (LGAT): MOTIONS FOR THE ANNUAL GENERAL MEETING & GENERAL MEETING – 26 JULY 2017

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

#### 1 PURPOSE OF REPORT

This report considers the Local Government Association of Tasmania (LGAT) agenda for the Annual General Meeting and General Meeting on 26 July 2017.

#### 2 INTRODUCTION/BACKGROUND

The Local Government Association of Tasmania (LGAT) will hold the Annual General Meeting (AGM) and General Meeting on 26 July 2017 at Wrest Point in Hobart. The General Meeting will commence at 11.00am, with the AGM to commence directly thereafter.

The Conference commences at 8.45am on 27 July, with the registration desk open from 8.00am.

The decision of Council to this report will determine how the Northern Midlands Council voting delegate should vote on each of the items listed in the Local Government Association of Tasmania (LGAT):

- General Meeting; and
- Annual General Meeting.

#### 3 STRATEGIC PLAN

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact  
Core Strategies:
    - ♦ Communicate – Connect with the community
    - ♦ Lead – Councillors represent honestly with integrity
  - Money Matters  
Core Strategies:
    - ♦ Improve community assets responsibly and sustainably
  - Best Business Practice & Compliance  
Core Strategies:
    - ♦ Council complies with all Government legislation
- Progress –
  - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future  
Core Strategies:
    - ♦ Strategic, sustainable, infrastructure is progressive
    - ♦ Proactive engagement drives new enterprise
    - ♦ Collaborative partnerships attract key industries
    - ♦ Attract healthy, wealth-producing business & industry
  - Economic Development – Supporting Growth & Changes
    - ♦ Towns are enviable places to visit, live & work
    - ♦ Maximise external funding opportunity
- People –
  - Sense of Place – Sustain, Protect, Progress  
Core Strategies:
    - ♦ Planning benchmarks achieve desirable development
    - ♦ Council nurtures and respects historical culture
    - ♦ Developments enhance existing cultural amenity

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



- ♦ Public assets meet future lifestyle challenges
- Place –
  - Environment – Cherish & Sustain our Landscapes  
Core Strategies:
  - History – Preserve & Protect our Built Heritage for Tomorrow  
Core Strategies:
    - ♦ Our heritage villages and towns are high value assets

#### 4 FINANCIAL IMPLICATIONS

Councillor attendance is in accordance with Council Policy No. 4, Councillors Allowances, Travelling and Other Expense.

#### 5 OPTIONS FOR COUNCIL TO CONSIDER

Council needs to consider each agenda item and determine how it wishes the voting delegate to vote on each item at the Annual General Meeting and General Meeting on the 26 July 2017.

##### 5.1 General Meeting

The following are the motions on which decisions are sought:

###### 1 MINUTES \*

**Decision sought:**

That the Minutes of the special General Meeting held on 11 May 2017, as circulated, be confirmed.

###### 2 CONFIRMATION OF AGENDA & ORDER OF BUSINESS

**Decision sought:**

That the agenda and order of business be confirmed.

###### 3 PRESIDENTS REPORT

**Decision sought:**

That Members note the report on activity since the last General Meeting, 24 March to 23 June 2017 inclusive.

###### 4 CEO'S REPORT

**Decision sought:**

That Members note the report on activity since the last General Meeting, 24 March to 23 June 2017 inclusive.

###### 5 BUSINESS ARISING \*

**Decision sought:**

That Members note the following information.

###### 6 FOLLOW UP OF MOTIONS \*

**Contact Officer: Dion Lester**

**Decision sought:**

That the meeting note the report detailing progress of motions passed at previous meetings and not covered in Business Arising.

###### 7 MONTHLY REPORTS TO COUNCILS \*

**Decision sought:**

That Members note the reports for March, April and May 2017.

###### 8 ITEMS FOR NOTING

###### 8.1 Ownership of Taswater

**Contact Officer: Katrena Stephenson**

**Decision sought:**

That Members note that a verbal update will be provided on the day.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### **8.2 Review of the Local Government Act \***

**Contact Officer:** Katrena Stephenson

**Decision sought:**

That Members note the following report.

### **8.3 Code of Conduct Update**

**Contact Officer:** Dion Lester

**Decision sought:**

That Members note the progress of the Code of Conduct review.

### **8.4 Land Use Planning**

**Contact Officer:** Dion Lester

**Decision sought:**

That members note the progress of the planning reform and the key issues for the Local Government sector.

That members also note the progress of the Planning and Building Portal.

### **8.5 Visitor Accommodation Changes**

**Contact Officer:** Dr Katrena Stephenson

That the Meeting note the concerns raised by LGAT in relation to change to Visitor Accommodation approvals.

### **8.6 Preventative Health**

**Contact Officer:** Penny Finlay

**Decision sought:**

That Members note the following report.

### **8.7 Strategic Plan & Annual Plan \***

**Contact Officer:** Dion Lester

**Decision sought:**

That Members note the new LGAT Strategic Plan 2017-2020 and the 2017/18 Annual Work Plan.

### **8.8 National General Assembly of Local Government**

**Contact Officer:** Katrena Stephenson

**Decision sought:**

That Members note the report on the National General Assembly and the State of the Regions Report.

### **8.9 Policy Update**

**Contact Officer:**

**Decision sought:**

That Members note the following report on current policy activity.

## **9 ROADS AND INFRASTRUCTURE**

### **9.1 Motion – Public Transport Services**

**Council – City of Hobart**

**Decision sought:**

That the State Government be urged to increase its per capita spending on the provision of public transport services within metropolitan and regional Tasmania.

## **10 SECTOR REFORM**

### **10.1 Motion – Local Government Rates, Fees & Charges Regulator**

**Council – Burnie City**

**Decision sought:**

That LGAT write to the Minister for Local Government seeking an investigation into the merits of introducing an independent body (similar to the prices regulator for power, water and sewerage) to be the regulator of Local Government rates, fees and charges and to oversee estimates of Capital works budgets.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### **11 SECTOR CAPACITY**

#### **11.1 Motion – Flood Mitigation Funding** **Council – Kentish**

##### **Decision sought:**

That LGAT lobby the State Government to boost Tasmania's disaster resilience by providing a significant increase in funding and work with the Commonwealth Government to change the disaster resilience mitigation funding under the National Partnership Agreement back to ⅓ Commonwealth, ⅓ State and ⅓ Council contributions.

#### **11.2 Motion – Immunisation Programs** **Council – Devonport City**

##### **Decision sought:**

That the Local Government Association of Tasmania lobby the State Government to investigate the coordination of school immunisation programs being undertaken on a State wide basis, rather than being an individual council responsibility to coordinate.

### **12 LAND USE PLANNING & ENVIRONMENT**

#### **12.1 Motion – Container Deposit Legislation** **Council – City of Hobart/West Coast & Clarence City Council**

##### **Decision sought:**

That the Local Government Association of Tasmania lobby the State Government to introduce container deposit legislation for the state.

#### **12.2 Motion – Smoking at School Crossings** **Council – George Town**

##### **Decision sought:**

That LGAT lobby the State Government to amend the Public Health Act 1997 to declare all school road crossings a smoke free area under section 67B.

#### **12.3 Motion – Fluoridation Act 1968** **Council – Kentish**

##### **Decision sought:**

That LGAT requests the State Government repeal section 13 of the Fluoridation Act 1968 (amended) which states that 'a Council must not hold an elector poll under Part 6 of the Local Government Act 1993 in relation to the addition of fluoride to a public water supply'. Repealing section 13 will enable the people of Tasmania to participate in information-sharing and debate and to state their informed position regarding the routine addition of fluoride to their drinking water, through a referendum

### **13 PUBLIC POLICY GENERAL**

#### **13.1 Motion – Recognition Of Australia Day** **Council – City of Hobart**

##### **Decision sought:**

That the Local Government Association of Tasmania be requested to lobby Tasmania's 29 councils to consider efforts they could take to lobby the Federal Government to change the date of recognition of Australia Day.

### **5.2 Annual General Meeting**

The following are the motions on which decisions are sought:

#### **1 MINUTES OF 104TH ANNUAL GENERAL MEETING \***

##### **Decision sought:**

That the Minutes of the 104th Annual General Meeting, held 20 July, 2016 be confirmed.

#### **2 PRESIDENT'S REPORT**

##### **Decision sought:**

That the President's report be received.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### **3 FINANCIAL STATEMENTS TO 30 JUNE 2016 \***

#### **Decision sought:**

That the Financial Statements for the period 1 July 2015 to 30 June 2016 be received and adopted.

### **4 BUDGET AND SUBSCRIPTIONS 2017/18 \***

#### **Decision sought:**

That the Meeting adopt the Budget and Subscriptions as presented.

### **5 PRESIDENT AND VICE PRESIDENT HONORARIUMS**

#### **Decision sought:**

That the President's and Vice President's allowance for the period 1 July 2017 to 30 June 2018 be adjusted in accordance with the movement in the Wages Price Index.

### **6 RULES OF THE LOCAL GOVERNMENT ASSOCIATION OF TASMANIA \***

#### **6.1 Subscription Modelling**

##### **Decision sought:**

That the Members note the report on the subscription modelling undertaken. That Members agreed to the formula outlined as Option 21 namely, a flat fee of 40 per cent, and population and revenue fees of 30 per cent each; 8 revenue categories and 8 population categories; and a 10 per cent collar and cap.

That Members agree to the amendment of the Rules allowing application of the new formula from 2018/19.

#### **6.2 Term of Office of President**

##### **Decision sought:**

That Members note the concerns relating to the Rules as they currently provide for vacation of the office of the President.

That Members agree to the amend the rules such that –

*and if the office of President becomes vacant more than six months before the next AGM where a President is due to take up office in accordance with Rule 27(a), a new President shall be elected in accordance with the procedures in Rule 26.*

### **7 REPORTS FROM BOARD REPRESENTATIVES \***

#### **Decision sought:**

- (a) That the reports from representatives on various bodies be received and noted.
- (b) That Conference acknowledges the time and effort put in by all Association representatives on boards, working parties, advisory groups and committees etc.

## **6 ATTACHMENTS**

- 6.1 General Meeting Agenda – 26 July 2017
- 6.2 Annual General Meeting Agenda – 26 July 2017
- 6.3 Annual General Meeting Agenda Attachment to Item 6.1

## **RECOMMENDATION 1**

That the matter be discussed.

## **RECOMMENDATION 2**

That Council

- A) note/receive the following reports listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

### **2 CONFIRMATION OF AGENDA & ORDER OF BUSINESS**

That the agenda and order of business be confirmed.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### **3 PRESIDENTS REPORT**

That Members note the report on activity since the last General Meeting, 24 March to 23 June 2017 inclusive.

### **4 CEO'S REPORT**

That Members note the report on activity since the last General Meeting, 24 March to 23 June 2017 inclusive.

### **5 BUSINESS ARISING \***

That Members note the following information.

### **6 FOLLOW UP OF MOTIONS \***

That the meeting note the report detailing progress of motions passed at previous meetings and not covered in Business Arising.

### **7 MONTHLY REPORTS TO COUNCILS \***

That Members note the reports for March, April and May 2017.

#### **8.1 Ownership of Taswater**

That Members note that a verbal update will be provided on the day.

#### **8.2 Review of the Local Government Act \***

That Members note the following report.

#### **8.3 Code of Conduct Update**

That Members note the progress of the Code of Conduct review.

#### **8.4 Land Use Planning**

That members note the progress of the planning reform and the key issues for the Local Government sector.

That members also note the progress of the Planning and Building Portal.

#### **8.5 Visitor Accommodation Changes**

That the Meeting note the concerns raised by LGAT in relation to change to Visitor Accommodation approvals.

#### **8.6 Preventative Health**

That Members note the following report.

#### **8.7 Strategic Plan & Annual Plan \***

That Members note the new LGAT Strategic Plan 2017-2020 and the 2017/18 Annual Work Plan.

#### **8.8 National General Assembly of Local Government**

That Members note the report on the National General Assembly and the State of the Regions Report.

#### **8.9 Policy Update**

That Members note the following report on current policy activity.

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

### **1 MINUTES \***

That the Minutes of the special General Meeting held on 11 May 2017, as circulated, be confirmed.

*Vote for / against the Motion*

#### **9.1 Motion – Public Transport Services Council – City of Hobart**

That the State Government be urged to increase its per capita spending on the provision of public transport services within metropolitan and regional Tasmania.

*Vote for / against the Motion*

#### **10.1 Motion – Local Government Rates, Fees & Charges Regulator Council – Burnie City**

That LGAT write to the Minister for Local Government seeking an investigation into the merits of



# MINUTES – ORDINARY MEETING

## 17 JULY 2017



introducing an independent body (similar to the prices regulator for power, water and sewerage) to be the regulator of Local Government rates, fees and charges and to oversee estimates of Capital works budgets.

*Vote for / against the Motion*

**11.1 Motion – Flood Mitigation Funding**  
**Council – Kentish**

That LGAT lobby the State Government to boost Tasmania's disaster resilience by providing a significant increase in funding and work with the Commonwealth Government to change the disaster resilience mitigation funding under the National Partnership Agreement back to ⅓ Commonwealth, ⅓ State and ⅓ Council contributions.

*Vote for / against the Motion*

**11.2 Motion – Immunisation Programs**  
**Council – Devonport City**

That the Local Government Association of Tasmania lobby the State Government to investigate the coordination of school immunisation programs being undertaken on a State wide basis, rather than being an individual council responsibility to coordinate.

*Vote for / against the Motion*

**12.1 Motion – Container Deposit Legislation**  
**Council – City of Hobart/West Coast & Clarence City Council**

That the Local Government Association of Tasmania lobby the State Government to introduce container deposit legislation for the state.

*Vote for / against the Motion*

**12.2 Motion – Smoking at School Crossings**  
**Council – George Town**

That LGAT lobby the State Government to amend the Public Health Act 1997 to declare all school road crossings a smoke free area under section 67B.

*Vote for / against the Motion*

**12.3 Motion – Fluoridation Act 1968**  
**Council – Kentish**

That LGAT requests the State Government repeal section 13 of the Fluoridation Act 1968 (amended) which states that 'a Council must not hold an elector poll under Part 6 of the Local Government Act 1993 in relation to the addition of fluoride to a public water supply'. Repealing section 13 will enable the people of Tasmania to participate in information-sharing and debate and to state their informed position regarding the routine addition of fluoride to their drinking water, through a referendum

*Vote for / against the Motion*

**13.1 Motion – Recognition Of Australia Day**  
**Council – City of Hobart**

That the Local Government Association of Tasmania be requested to lobby Tasmania's 29 councils to consider efforts they could take to lobby the Federal Government to change the date of recognition of Australia Day.

*Vote for / against the Motion*

C) note/receive the following items listed in the LGAT AGM Agenda for the meeting to be held on Wednesday, 26 July 2017:

**2 PRESIDENT'S REPORT**

That the President's report be received.

**7 REPORTS FROM BOARD REPRESENTATIVES \***

(a) That the reports from representatives on various bodies be received and noted.

(b) That Conference acknowledges the time and effort put in by all Association representatives on boards, working parties, advisory groups and committees etc.

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



D) vote as follows in relation to the following items listed in the LGAT AGM Agenda for the meeting to be held on Wednesday, 26 July 2017:

**1 MINUTES OF 104TH ANNUAL GENERAL MEETING \***

That the Minutes of the 104th Annual General Meeting, held 20 July, 2016 be confirmed.

*Vote for / against the Motion*

**3 FINANCIAL STATEMENTS TO 30 JUNE 2016 \***

That the Financial Statements for the period 1 July 2015 to 30 June 2016 be received and adopted.

*Vote for / against the Motion*

**4 BUDGET AND SUBSCRIPTIONS 2017/18 \***

That the Meeting adopt the Budget and Subscriptions as presented.

*Vote for / against the Motion*

**5 PRESIDENT AND VICE PRESIDENT HONORARIUMS**

That the President's and Vice President's allowance for the period 1 July 2017 to 30 June 2018 be adjusted in accordance with the movement in the Wages Price Index.

*Vote for / against the Motion*

**6.1 Subscription Modelling**

That the Members note the report on the subscription modelling undertaken. That Members agreed to the formula outlined as Option 21 namely, a flat fee of 40 per cent, and population and revenue fees of 30 per cent each; 8 revenue categories and 8 population categories; and a 10 per cent collar and cap. That Members agree to the amendment of the Rules allowing application of the new formula from 2018/19.

*Vote for / against the Motion*

**6.2 Term of Office of President**

That Members note the concerns relating to the Rules as they currently provide for vacation of the office of the President.

That Members agree to the amend the rules such that –

*and if the office of President becomes vacant more than six months before the next AGM where a President is due to take up office in accordance with Rule 27(a), a new President shall be elected in accordance with the procedures in Rule 26.*

*Vote for / against the Motion*

### DECISION

**Cr Gonion/Cr Calvert**

That the matter be discussed.

Carried unanimously

**Cr Polley/Cr Calvert**

That Council

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

**10.1 Motion – Local Government Rates, Fees & Charges Regulator (Council – Burnie City)**

That LGAT write to the Minister for Local Government seeking an investigation into the merits of introducing an independent body (similar to the prices regulator for power, water and sewerage) to be the regulator of Local Government rates, fees and charges and to oversee estimates of Capital works budgets.

*Vote against the Motion*

Carried unanimously

# MINUTES – ORDINARY MEETING

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### Cr Calvert/Cr Knowles

That Council

A) note/receive the following reports listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

- 2 Confirmation of Agenda & Order of Business
- 3 Presidents Report
- 4 CEO'S Report
- 5 Business Arising
- 6 Follow Up of Motions
- 7 Monthly Reports to Councils
- 8.1 Ownership of Taswater
- 8.2 Review of the Local Government Act
- 8.3 Code of Conduct Update
- 8.4 Land Use Planning
- 8.5 Visitor Accommodation Changes
- 8.6 Preventative Health
- 8.7 Strategic Plan & Annual Plan
- 8.8 National General Assembly of Local Government
- 8.9 Policy Update

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

1 Minutes

That the Minutes of the special General Meeting held on 11 May 2017, as circulated, be confirmed.

**Vote for the Motion**

9.1 Motion – Public Transport Services (Council – City of Hobart)

That the State Government be urged to increase its per capita spending on the provision of public transport services within metropolitan and regional Tasmania.

**Vote for the Motion**

11.1 Motion – Flood Mitigation Funding (Council – Kentish)

That LGAT lobby the State Government to boost Tasmania's disaster resilience by providing a significant increase in funding and work with the Commonwealth Government to change the disaster resilience mitigation funding under the National Partnership Agreement back to ⅓ Commonwealth, ⅓ State and ⅓ Council contributions.

**Vote for the Motion**

Carried unanimously

### Cr Polley/Cr Goss

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

11.2 Motion – Immunisation Programs (Council – Devonport City)

That the Local Government Association of Tasmania lobby the State Government to investigate the coordination of school immunisation programs being undertaken on a State-wide basis, rather than being an individual council responsibility to coordinate.

**Vote for the Motion**

Carried unanimously

### Cr Knowles/Cr Goninon

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

12.1 Motion – Container Deposit Legislation (Council – City of Hobart/West Coast & Clarence City)

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



*Council)*

That the Local Government Association of Tasmania lobby the State Government to introduce container deposit legislation for the state.

***Vote for the Motion***

Carried unanimously

**Cr Polley/Cr Goss**

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

12.2 *Motion – Smoking at School Crossings (Council – George Town)*

That LGAT lobby the State Government to amend the Public Health Act 1997 to declare all school road crossings a smoke free area under section 67B.

***Vote for the Motion***

Carried unanimously

**Cr Calvert/Cr Polley**

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

12.3 *Motion – Fluoridation Act 1968 (Council – Kentish)*

That LGAT requests the State Government repeal section 13 of the Fluoridation Act 1968 (amended) which states that 'a Council must not hold an elector poll under Part 6 of the Local Government Act 1993 in relation to the addition of fluoride to a public water supply'. Repealing section 13 will enable the people of Tasmania to participate in information-sharing and debate and to state their informed position regarding the routine addition of fluoride to their drinking water, through a referendum

***Vote against the Motion***

Carried unanimously

**Cr Knowles/Cr Goninon**

That an **amendment** be made to the motion that is put to the Local Government Association of Tasmania (LGAT), as follows:

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

12.3 *Motion – Fluoridation Act 1968 (Council – Kentish)*

That LGAT requests the State Government, in regard to the fluoridation of water, that more research be undertaken and be made available.

Carried

**Voting for the Motion**

Mayor Downie, Deputy Mayor Goss, Cr Goninon, Cr Knowles OAM, Cr Lambert

**Voting against the motion:**

Cr Polley, Cr Calvert, Cr Gordon

**In regard to:**

B) vote as follows in relation to the following items listed in the LGAT Agenda for the meeting to be held on Wednesday, 26 July 2017:

13.1 *Motion – Recognition Of Australia Day (Council – City of Hobart)*

That the Local Government Association of Tasmania be requested to lobby Tasmania's 29 councils to consider efforts they could take to lobby the Federal Government to change the date of recognition of Australia Day.

**Note the decision of Council recorded in Minute 222/17**

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



**Cr Calvert/Cr Knowles**

That Council

C) note/receive the following items listed in the LGAT AGM Agenda for the meeting to be held on Wednesday, 26 July 2017:

- 2 *President's Report*
- 7 *Reports from Board Representatives\**

Carried unanimously

**Cr Knowles/Cr Goss**

That Council

D) vote as follows in relation to the following items listed in the LGAT AGM Agenda for the meeting to be held on Wednesday, 26 July 2017:

- 1 *Minutes of 104th Annual General Meeting*  
That the Minutes of the 104th Annual General Meeting, held 20 July, 2016 be confirmed.  
***Vote for the Motion***
- 3 *Financial Statements to 30 June 2016*  
That the Financial Statements for the period 1 July 2015 to 30 June 2016 be received and adopted.  
***Vote for the Motion***
- 4 *Budget and Subscriptions 2017/18*  
That the Meeting adopt the Budget and Subscriptions as presented.  
***Vote for the Motion***
- 5 *President and Vice President Honorariums*  
That the President's and Vice President's allowance for the period 1 July 2017 to 30 June 2018 be adjusted in accordance with the movement in the Wages Price Index.  
***Vote for the Motion***
- 6.1 *Subscription Modelling*  
That the Members note the report on the subscription modelling undertaken. That Members agreed to the formula outlined as Option 21 namely, a flat fee of 40 per cent, and population and revenue fees of 30 per cent each; 8 revenue categories and 8 population categories; and a 10 per cent collar and cap.  
That Members agree to the amendment of the Rules allowing application of the new formula from 2018/19.  
***Vote for the Motion***
- 6.2 *Term of Office of President*  
That Members note the concerns relating to the Rules as they currently provide for vacation of the office of the President.  
That Members agree to the amend the rules such that –  
*and if the office of President becomes vacant more than six months before the next AGM where a President is due to take up office in accordance with Rule 27(a), a new President shall be elected in accordance with the procedures in Rule 26.*  
***Vote for the Motion***

Carried unanimously

# MINUTES – ORDINARY MEETING

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**224/17      LONGFORD LINC**

*Responsible Officer:      Des Jennings, General Manager*

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

### **1      PURPOSE OF REPORT**

The purpose of this report is to provide Council with an update from LINC Tasmania regarding its Longford services.

### **2      INTRODUCTION/BACKGROUND**

On 4 May 2017 Council received the attached request from the Longford Local District Committee to write to the Minister for Education & Training, the Hon. Jeremy Rockliff MP, regarding the new opening hours of the Longford LINC.

LINC Tasmania has recently reviewed a number of its services, including initiating a revitalisation of its rural services, reviewing the services it offers and how those services best meet the needs of the community.

Council considered this matter at its June Council meeting and made the following decision:

***Cr Knowles/Cr Gordon***

*That Council officers follow up with the LINC Northern Manager at the end of June to determine any negative feedback or drop in numbers using the LINC service following the implementation of the revised opening hours, and report back to Council.*

*Carried unanimously*

Council officers wrote to the LINC Northern Manager, Mr Garry Conroy-Cooper and sought the information requested from Council.

A summary of Mr Conroy-Cooper's response is below:

- Average weekly visitations have increased from 460 clients to 498 clients since reopening with the adjusted hours. An increase of 8.2% in 6 weeks.
- Borrowing has increased by 4% which reflects the increased visitations.
- Adjustment to the opening hours has provided the opportunity to offer targeted and specific programs particularly for children
- Feedback received from LINC clients and community members has been positive, specifically:
  - Improved access through opening earlier Tuesday to Thursday enabling:
    - older and retired clients now engage with services at a time that suits them which is generally from 10am onwards;
    - clients with babies and toddlers are able to access the early childhood literacy program 'Rock & Rhyme' which now commences at 10.15/10.30am each Wednesday morning [commencing 26<sup>th</sup> July] – this is important to note as experience shows this specific time supports high levels of engagement by parents and toddlers in the journey of building a love of reading and learning;
  - Improved levels of support and service through having at least two staff on every morning Tuesday to Friday to enable specific programs to be delivered whilst maintaining borrowing and more traditional library experiences for a broad range of clients;

# MINUTES – ORDINARY MEETING

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- A professional, engaging and welcoming space for Longford folks and the surrounding communities and this was much affirmed in the first few weeks after re-opening.
- LINC welcomes community collaboration and it is noted that during National Family History Month, the staff at Longford will be delivering one or two family history and heritage workshops, focusing on the Tasmanian history resources of LINC Tasmania, as part of celebrating that month. This will be an opportunity to gradually build awareness of the many historical resources, manuscripts, photographs and other useful research items that are available in the digital world for clients and groups. This project has arisen at the suggestion of the Longford Local District Committee.

### 3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact  
Core Strategies:
    - ◆ Communicate – Connect with the community
- Progress –
  - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future  
Core Strategies:
    - ◆ Proactive engagement drives new enterprise
  - Economic Development – Supporting Growth & Changes
    - ◆ Towns are enviable places to visit, live & work
- People –
  - Sense of Place – Sustain, Protect, Progress  
Core Strategies:
    - ◆ Public assets meet future lifestyle challenges
  - Lifestyle – Strong, Vibrant, Safe and Connected Communities  
Core Strategies:
    - ◆ Living well – Valued lifestyles in vibrant, eclectic towns
    - ◆ Communicate – Communities speak & leaders listen
    - ◆ Participate – Communities engage in future planning
    - ◆ Connect – Improve sense of community ownership
    - ◆ Caring, Healthy, Safe Communities – Awareness, education & service

### 4 POLICY IMPLICATIONS

It is noted that LINC Tasmania is a business independent of Council.

### 5 STATUTORY REQUIREMENTS

N/A

### 6 FINANCIAL IMPLICATIONS

There are no financial implications relevant to Council regarding this request.

### 7 RISK ISSUES

There are no identified risk issues regarding this request.

### 8 CONSULTATION WITH STATE GOVERNMENT

Not applicable.

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### 9 COMMUNITY CONSULTATION

LINC undertook extensive community consultation prior to making the changes to its services.

### 10 OPTIONS FOR COUNCIL TO CONSIDER

To write to the Minister for Education & Training, or not.

### 11 OFFICER'S COMMENTS/CONCLUSION

The Longford LINC service has had a reduction in opening hours from 36 to 28 per week. The changes have been put in place to enable improved community driven programs such as children's programs, community learning programs and literacy support.

### 12 ATTACHMENTS

12.1 Letter from Longford Local District Committee

#### RECOMMENDATION 1

That Council discuss this matter.

#### RECOMMENDATION 2

That Council receive the report; and

- a) relay the feedback regarding the increased use of the LINC services to the Longford Local District Committee; and
- b) write to the LINC Northern Manager commending LINC for the improvement to both the Longford and Campbell Town LINC services.

#### DECISION

##### **Cr Goss/Cr Knowles**

That the matter be discussed.

Carried unanimously

##### **Cr Knowles/Cr Lambert**

That Council receive the report; and

- a) relay the feedback regarding the increased use of the LINC services to the Longford Local District Committee; and
- b) write to the LINC Northern Manager commending LINC for the improvement to both the Longford and Campbell Town LINC services.

Carried unanimously



# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 225/17 PERTH LINK ROAD: ILLAWARRA ROAD ACCESS

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

#### 1 PURPOSE OF REPORT

The purpose of this report is to consider correspondence from the Hon. M.T. (Rene) Hidding MP, Minister for Infrastructure.

#### 2 INTRODUCTION/BACKGROUND

Council has been advised that the State Government will be progressing the completion of the Perth Link Road as a single project, which will follow directly post the completion of Stage 1, north of Perth.

StateRoads have consulted on the continuation of the Link Road, particularly its alignment and access points in/out of Perth.

A number of community members expressed concern to Council, i.e. the lack of direct access to Perth from Illawarra Road.

Subsequently Council resolved:

##### DECISION

*Cr Goninon/Cr Lambert*

*That Council write to the State Government and the Leader of the Opposition to request that consideration be given to the continuation of Illawarra Road direct into Perth (i.e. that the existing road be maintained) at the western entrance and that the Mayor prepare a media release in relation thereto.*

*Carried unanimously*

StateRoads held an additional information session on 17 May 2017. A copy of the Consultation Summary dated 31 May 2017 is attached for information.

A Council Workshop was held on 13 June 2017 at which Shane Gregory, General Manager of StateRoads, along with Ted Ross, Project Director Midland Highway, StateRoads, presented on the outcome of the information session and responded to questions from Councillors.

This matter was considered at the 26 June 2017 Council meeting (Min. Ref. 196/17), at which time the following was the decision of Council:

##### DECISION

*Cr Calvert/Cr Lambert*

*That the matter be discussed.*

*Carried unanimously*

*Cr Calvert/Cr Goss*

*That Council not support a request to StateRoads to include an additional single access into West Perth from Illawarra Road.*

*Carried*

##### Voting for the motion:

*Mayor Downie, Cr Goss, Cr Calvert, Cr Gordon, Cr Knowles, Cr Polley*

##### Voting against the motion:

*Cr Goninon, Cr Lambert*

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**Cr Goninon/Cr Lambert**

*That Council pursue a 2-way road (access and egress) at Illawarra Road with the Department.*

*Lost*

**Voting for the motion:**

*Cr Goninon, Cr Knowles, Cr Lambert, Cr Polley*

**Voting against the motion:**

*Mayor Downie, Cr Goss, Cr Calvert, Cr Gordon*

Minister Hidding subsequently has written to Council requesting that the additional advice as detailed in the letter dated 6 July 2017 be placed before Council for consideration.

### 3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact
- Core Strategies:
  - ♦ Lead – Councillors represent honestly with integrity

### 4 POLICY IMPLICATIONS

N/a.

### 5 STATUTORY REQUIREMENTS

N/a.

### 6 FINANCIAL IMPLICATIONS

The financial implications are yet to be determined and will relate to the lengths of road that exist or built that will be categorised as local roads and will be formally passed into Council's control.

### 7 RISK ISSUES

The identified risks may include:

- Community reaction to the decision to support or not support the inclusion of an Illawarra road access in and out of Perth.

The Community summary document provided by the Department of State Growth identified 68% of respondents not wanting local access at the Illawarra Road interchange, and 32% in favour of local access at the Illawarra Road interchange into West Perth.

### 8 CONSULTATION WITH STATE GOVERNMENT

The Department of StateRoads has presented to Council on the Perth Link Road project on a number of occasions.

Council was represented by the Mayor and Councillors at the second presentation in Perth along with the General Manager.

Councillors Lambert and Adams attended the first presentation.

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### 9 COMMUNITY CONSULTATION

Council sought the additional public presentation in Perth on 17 May 2017 by StateRoads.

The presentation was well attended with approximately 130 community members attending.

The Development Application will allow for further public comment and will be determined by the local Council Planning Authority.

### 10 OPTIONS FOR COUNCIL TO CONSIDER

Council has made a decision on this matter, not to support the access, though Council may review this or receive the correspondence from the Minister and take no further action.

### 11 OFFICER'S COMMENTS/CONCLUSION

The correspondence from Minister Hidding is attached and detailed below is the specific engineering advice that the Minister received from Departmental Officers.

*"... a design proposal providing access and egress to Drummond Street is an unsustainable proposal due to:*

- Access to Drummond Street off the high speed, free flowing alignment will be into the nearby very low speed environment of Drummond Street/Youl Road, characterized by a tight radius left-hand-curve and three-way intersection at the rail level crossing. Concerns about the existing road geometry and location of the rail crossing have previously been raised with me by members of Council.*
- Egress from Drummond Street would require the exit lane to cross over both the North and South bound lanes on the Midland Highway and Illawarra Road.*
- Due to geometric design requirements this egress cannot simply be added in at ground level as the bike path has been.*
- To maintain an efficient interchange layout the exit lane would require another, higher level in the interchange (around 10m higher) with far greater cost, visual presence and higher vehicle noise.*
- The design will require the acquisition of more private property."*

The Minister suggests:

- Provision of all movement access will require significant redesign.
- New public consultation.
- Agreement from the Federal Government for more funds to be brought forward.
- This will see the contract being let in 2018, missing a full construction season resulting in commencement in 2019/2020.
- Another alternative is to revert back to previously considered roundabout from Illawarra Road.

The roundabout at Illawarra Road option was not pursued due to transport inefficiency and community impact, rather than the full grade separation design in the current Development Application, which maintains traffic movement at higher speeds and limits the excessive noise of slowing and accelerating trucks.

It is further noted from the correspondence the central rationale for the Perth Links project is to fund and build a high productivity network, which will link the TRANSlink Industrial Zone with the main highways of the State.

### 12 ATTACHMENTS

12.1 Correspondence from the Minister for Infrastructure, the Hon. M.T. (Rene) Hidding MP dated 6 July 2017.

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### RECOMMENDATION 1

That the matter be discussed.

### RECOMMENDATION 2

That Council receive the correspondence from the Hon. M.T. (Rene) Hidding MP, Minister for Infrastructure, and that the current Development Application proceed.

### DECISION

#### **Cr Goninon/Cr Goss**

That the matter be discussed.

Carried unanimously

#### **Cr Goninon/Cr Goss**

That Council receive the correspondence from the Hon. M.T. (Rene) Hidding MP, Minister for Infrastructure, and that the current Development Application proceed.

Carried unanimously

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### 226/17 PRIORITY PROJECTS

*Responsible Officer:* Des Jennings, General Manager

*Report prepared by:* Des Jennings, General Manager

#### 1 PURPOSE OF REPORT

The purpose of this report is to identify the top five Northern Midlands Priority Projects.

#### 2 INTRODUCTION/BACKGROUND

Council continues to prepare numerous strategies and master plans for a number of priority projects throughout the municipality.

A briefing document has been prepared and is attached, including statement on each project along with presentation sketches/photographs.

The priority projects include:

- 1) Longford Urban Design Strategy
- 2) Longford Recreation Ground 2030 Master Plan
- 3) Wilmores Lane Rail Level Crossing
- 4) Woolmers Bridge Renewal Project
- 5) Perth Structure Plan
- 6) Council Perth Recreation Ground Master Plan 2030
- 7) Perth Community Centre
- 8) TRANSlink Precinct Renewal Project – Stormwater
- 9) Launceston Gateway Precinct Master Plan – Rail Spur Project
- 10) Launceston Gateway Precinct Master Plan – Reticulated Gas Project
- 11) Evandale Road Upgrade Project
- 12) Honeysuckle Banks Master Plan – Evandale
- 13) Ben Lomond Ski Field Investment Project
- 14) Nile Road Upgrade Project
- 15) Cressy Swimming Pool Master Plan Project
- 16) Campbell Town Main Street Urban Design & Traffic Management Strategy
- 17) Campbell Town Cenotaph Upgrade
- 18) Tennis Courts – Campbell Town War Memorial Oval
- 19) Ross Swimming Pool Master Plan Project

The projects listed are conceptual only with estimate of costs, inclusive of loadings that take account of the conceptual nature of the projects.

Council continue to progress additional projects which to date are not at a stage that would allow their inclusion:

- 1) Cressy Recreation Ground Master Plan
- 2) Morven Park Master Plan

Once information is at hand the projects will be included.

This matter was considered at the 16 June 2017 Council meeting (min. ref. 182/17) at which time the following was the decision of Council:

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### DECISION

#### *Cr Polley/Cr Goninon*

*That Council endorse the priority projects list and that a report be prepared for the next council meeting with the top 5 priority projects identified.*

*Carried unanimously*

### **3 STRATEGIC PLAN 2017-2027**

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Money MattersCore Strategies:
  - ♦ Budgets are responsible yet innovative
  - ♦ Improve community assets responsibly and sustainably
- Progress –
  - Strategic Project Delivery – Build Capacity for a Healthy Wealthy FutureCore Strategies:
  - ♦ Strategic, sustainable, infrastructure is progressive
  - Economic Development – Supporting Growth & Changes
  - ♦ Towns are enviable places to visit, live & work
  - ♦ Maximise external funding opportunity
- People –
  - Sense of Place – Sustain, Protect, ProgressCore Strategies:
  - ♦ Developments enhance existing cultural amenity
  - ♦ Public assets meet future lifestyle challenges
  - Lifestyle – Strong, Vibrant, Safe and Connected CommunitiesCore Strategies:
  - ♦ Living well – Valued lifestyles in vibrant, eclectic towns
- Place –
  - Environment – Cherish & Sustain our LandscapesCore Strategies:
  - ♦ Cherish & sustain our landscapes
  - History – Preserve & Protect our Built Heritage for TomorrowCore Strategies:
  - ♦ Our heritage villages and towns are high value assets

### **4 POLICY IMPLICATIONS**

N/a.

### **5 STATUTORY REQUIREMENTS**

N/a.

### **6 FINANCIAL IMPLICATIONS**

Projects within the briefing document have been costed to the level that the conceptual documentation allows.

The minimum support that Council would seek for each project would be in the order of fifty percent of the total project cost.

The projects may be funded by:

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- Commonwealth
- State
- Council.

### 7 RISK ISSUES

A number of risks have been identified and include:

- If Council had no identified priority projects it would not be possible to seek financial support from the State or Commonwealth.
- Council would not be prepared with the necessary documentation to support external funding application opportunities as they arise.
- Without the strategies and master plans Council risks not meeting a number of the Strategic Outcomes of its Strategic Plan:
  - Strategic, sustainable, infrastructure is progressive
  - Collaborative partnerships attract key industries
  - Attract healthy, wealth-producing business & industry
  - Towns are enviable places to visit, live & work
  - Maximise external funding opportunity
  - Developments enhance existing cultural amenity
  - Public assets meet future lifestyle challenges
  - People value quality lifestyles in vibrant, eclectic towns
  - Promote our attractive and liveable places
  - Communities are engaged in future planning
  - Cherish & sustain our landscapes
  - Meet environmental challenges

### 8 CONSULTATION WITH STATE GOVERNMENT

A number of the projects have required direct consultation with the State Government.

Council would continue to liaise with the relevant State Government Agency on the individual projects as necessary.

Promotion of the strategic projects to State and Commonwealth Government will be necessary to secure high levels of external funding for projects.

### 9 COMMUNITY CONSULTATION

Significant community consultation has occurred throughout the development of the various priority projects.

### 10 OPTIONS FOR COUNCIL TO CONSIDER

Council has the option to support or not support these priority projects as presented and delete projects at its discretion.

### 11 OFFICER'S COMMENTS/CONCLUSION

The identified top five (5) Priority Projects are listed below:

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### **1. Woolmers Bridge Renewal Project**

The current timber bridge crossing the Macquarie River close to Woolmers Estate, was built in 1994 and is rapidly approaching the end of its useful service life. The bridge is subject to regular inspections following 'tomming' (inclusion of additional support) under some of the spans. The expected deterioration of the bridge has resulted in the imposition of a 12-tonne load limit on 6 June 2017, and complete closure potentially by 2018.

### **2. Perth Structure Plan**

The Perth Link Road Project will see the Midland Highway divert heavy traffic away from the central business district of Perth. The Link Road, Stage 2 will begin to impact on Perth in approximately 2020. It is imperative that the recently completed Perth Structure Plan be implemented to ensure that the town can grow. Perth must adapt as traffic patterns change. Customer bases will shift and societal, recreational and educational needs will settle into new patterns.

It is timely that Council lay appropriate foundations for future economic growth and infrastructure to support new and enhanced business and enhance amenity and promote community cohesion.

### **3. Campbell Town Main Street Urban Design & Traffic Management Strategy**

Conveniently located in the heart of the state, close to the midpoint of the Midland Highway, Campbell Town is a popular stopping point for tourists and Tasmanians travelling between Hobart and Launceston. Whilst the town has many fine examples of colonial architecture including the iconic Red Bridge, the town's main street is in dire need of a makeover to capitalise on existing assets, improve urban design and landscaping, and to address traffic management and pedestrian safety concerns.

Rejuvenation of the town's main street from the Town Hall in the north through to the Red Bridge in the south will attract more travellers to stop in the town, stay longer and spend in the ever-growing number of eateries and unique gift shops and galleries. Thus this project has the potential to yield significant economic benefits for the town as well as social and health benefits associated with addressing the traffic management and pedestrian safety concerns.

### **4. TRANSLink Precinct Renewal Project – Stormwater**

To secure the best facilities and strong future growth in the now very popular commercial, industrial and logistics hub, TRANSLink, Council must ensure that business expansion, safety, security and viability of existing businesses is not threatened by risks associated with ageing infrastructure or climate change related severe weather events. The Precinct is a key economic driver and an important linkage point for freight, business and industry across the State, providing a key point of convergence. The stormwater infrastructure is in dire need of upgrading to minimise business risk.

### **5. Evandale Road Upgrade Project**

Evandale Road is integral to the State servicing the Launceston Airport (the 'gateway' to Northern Tasmania), the industrial TRANSLink Precinct and the City of Launceston, as well as Evandale a picturesque tourism hub and historical town in Northern Tasmania, a great location to visit and enjoy some of the most unique attractions Tasmania has to offer.

Evandale road is a State Road and managed by the State Government through the Department of State Growth. Vehicles, up to the size of tri-axle semi-trailers, have general access of the road and, in particular, the TRANSLink Precinct shares the road with significant passenger vehicle movements to the Launceston Airport and Evandale. Due to the freight in and out of TRANSLink and the Launceston Airport the network allows movement of vehicles up to a size of B-double.



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Due to the growing demand on Evandale Road which is critical road infrastructure for the movement of the population and freight within the road network connecting from north and south to Evandale, Launceston Airport, TRANSlInk Industrial Precinct and Launceston.

Although this road is classified as a Category 2 Freight road by the State Government, the road is considered by the Northern Midlands Planning Scheme (1995) as part of Tasmania's Category 1 Trunk Road System.

The road is in need of significant improvement in its vertical and horizontal alignments, including improved stormwater management inclusive of kerb, watertable and footpaths.

A copy of each of the Project Briefing documents are attached.

Council's endorsement of the five (5) priorities identified or amended recommendation, is sought.

A copy of the full list of priority projects has been provided previously. Projects as listed will be promoted, with the five (5) priorities identified.

Briefing documents will also be provided to the various local organisations on which they impact, who will then be in a position to also lobby for support for the individual projects.

### 12 ATTACHMENTS

Priority Projects document drafts:

- 12.1 Woolmers Bridge Renewal Project:
- 12.2 Perth Structure Plan
- 12.3 Campbell Town Main Street Urban Design & Traffic Management Strategy
- 12.4 TRANSlInk Precinct Renewal Project – Stormwater
- 12.5 Evandale Road Upgrade Project

### RECOMMENDATION 1

That Council discuss the matter.

### RECOMMENDATION 2

That Council endorse the identified five (5) Priority Projects.

### DECISION

**Cr Goninon/Cr Lambert**

That the matter be discussed.

Carried unanimously

*Cr Polley left the meeting at 5.43pm and returned at 5.45pm.*

**Cr Goninon/Cr Knowles**

That Council endorse the following identified five (5) Priority Projects:

- Woolmers Bridge Renewal Project:
- Perth Structure Plan
- Campbell Town Main Street Urban Design & Traffic Management Strategy
- TRANSlInk (consolidated projects)
- Evandale Road Upgrade Project (from Breadalbane via Leighlands Road to Midland Highway).

Carried unanimously

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### 227/17 REQUEST FROM LONGFORD LOCAL DISTRICT COMMITTEE: LONGFORD COMMUNITY CENTRE PROPOSAL

Responsible Officer: Des Jennings, General Manager  
Report prepared by: Des Jennings, General Manager  
Amanda Bond, Regulatory & Community Services Manager

#### 1 PURPOSE OF REPORT

The purpose of this report is to seek Council's position regarding a request from the Longford Local District Committee for Council to allocate \$15,000 toward a feasibility study for the implementation of a community centre in Longford, incorporating a museum, library, gallery and meeting rooms.

#### 2 INTRODUCTION/BACKGROUND

At the 24 April meeting of the Longford Local District Committee meeting a motion was passed in relation to this request to Council. The motion and recommendation was put to the Council meeting at the 26 June 2017 meeting of Council, at which time the following was the decision of Council:

##### DECISION

##### Cr Polley/Cr Goninon

*That the following recommendation of the Longford Local District Committee be deferred.*

##### Longford Local District Committee:

*That Council consider the allocation of \$15,000 toward a feasibility study for the development of a cultural, social and community centre in Longford in the 2017/18 budget.*

*That the \$15,000 be allocated to feasibility studies into the Longford Horse Trail and/or the development of a cultural, social and community centre in Longford. (6.2.b) and (7.15).*

*Carried unanimously*

Council has not been formally approached to spend the \$15,000.

In April 2017 the Longford Local District Committee requested Council repurpose the \$15,000 allocation to conduct feasibility studies into the development of a Longford Horse Trail and/or the development of a cultural, social and community centre in Longford.

In May 2017 the Longford Local District Committee moved another motion regarding the \$15,000:

- a) That the LLDC and LBTA commends the Council for accepting and releasing the Longford Urban Strategy Report for discussion.
- b) That the principle of a community centre, which includes a museum, library, gallery and meeting rooms be included as requested in the April minutes of the LLDC
- c) That the \$15,000 put aside be used for a feasibility study for this plan.

#### 3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact  
Core Strategies:
    - ♦ Communicate – Connect with the community
  - Money Matters  
Core Strategies:
    - ♦ Improve community assets responsibly and sustainably

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- Progress –
  - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future  
Core Strategies:
    - ♦ Strategic, sustainable, infrastructure is progressive
    - ♦ Proactive engagement drives new enterprise
    - ♦ Collaborative partnerships attract key industries
    - ♦ Attract healthy, wealth-producing business & industry
  - Economic Development – Supporting Growth & Changes
    - ♦ Towns are enviable places to visit, live & work
- People –
  - Sense of Place – Sustain, Protect, Progress  
Core Strategies:
    - ♦ Public assets meet future lifestyle challenges
  - Lifestyle – Strong, Vibrant, Safe and Connected Communities  
Core Strategies:
    - ♦ Connect – Improve sense of community ownership
    - ♦ Caring, Healthy, Safe Communities – Awareness, education & service

#### 4 POLICY IMPLICATIONS

N/A

#### 5 STATUTORY REQUIREMENTS

N/A

#### 6 FINANCIAL IMPLICATIONS

The \$15,000 would need to be used from the \$90,000 consultancy allocation in the 2017/18 Budget.

#### 7 RISK ISSUES

If Council fails to support the preparation of a feasibility study to identify the appropriateness of a Civic Centre (Community Centre), Council will leave a number of questions unanswered:

- i) Is the facility warranted?
- ii) What is the community support?
- iii) Where might the facility be located?
- iv) What service/facilities should be included?
- v) What would it cost?

#### 8 CONSULTATION WITH STATE GOVERNMENT

N/A

#### 9 COMMUNITY CONSULTATION

This request comes from the Longford Local District Committee.

There has not been any formal community consultation with respect to this proposal. If a feasibility study was conducted community consultation would occur through that process.

#### 10 OPTIONS FOR COUNCIL TO CONSIDER

To support or not support the motions of the Longford Local District Committee.

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### 11 OFFICER'S COMMENTS/CONCLUSION

On 17 August 2015 Council considered a recommendation from the Longford Local District Committee to establish an Information Centre and following a report to the 21 September 2015 (min. ref. 251/15) Council resolved

#### *Cr Polley/Cr Knowles*

*That Council*

- 1. accept the report on the actions taken in response to Council's decision at the August 17th 2015 Council Meeting that Council note and investigate the recommendations from the August 2015 meeting of the Longford Local District Committee.*
- 2. support a 3 year trial of a Visitor Information Centre in the Memorial Hall, Longford, contributing up to \$15,000 toward the cost of equipment and furniture, subject to the following:*
  - a) Consultation with existing users is undertaken and an agreement reached in respect to shared use of the Hall; and*
  - b) The establishment of a group (independent of Council) to manage and man the Visitor Information Centre.*
- 3. liaise with the Heart FM, Longford Tourism Group, Longford Local District Committee and Northern Midlands Business Association.*

*Carried unanimously*

The Longford Strategic Plan prepared for the Longford Business and Tourism Association and Longford Local District Committee has identified a strategy the "New multi-purpose community, cultural and education centre".

The following is an excerpt taken from the Longford Strategic Plan:

*The main community facilities in Longford are the Library, Leisure and Sports centre, and the Mens' Shed. However, there are approximately 78 community associations in Longford and most do not have the access to or the environment by which their organizations can regularly meet and prosper.*

*Longford also lacks a modern all-purpose community facility that could be the centre for most of these community activities and provide a range of services that Longford as a district centre requires. A new community centre would be the home to a new library, a digital theatre seating 100 people, large spaces for exhibition and a history museum, community radio and TV broadcasting, offices and parking, etc.*

*Three sites have been identified as being suitable and they are in order of preference; 8 Lyttleton Street, underutilized PCYC land on Marlborough Street and the site on the corner of Wellington Street, Laycock Street and Malcombe Street the last being recommended to council in the Pitt and Sherry report as site that should be acquired to improve the amenity of community open space in Longford.*

*This project would not only be a important part in local community development but also evolve as an investment in the future tourism potential of Longford."*

This is an opportunity to identify the need to establish a central community facility that would support a number of community needs.

As to whether it should be a greenfield site, that would be determined by way of a feasibility study, with consideration also given to assessing the Memorial Hall and the Town Hall as possible sites.

It is recommended that Council support the feasibility study to assess whether a multi-functional civic centre is warranted and supported by the community.

### 12 ATTACHMENTS

12.1 Nil

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### RECOMMENDATION 1

That Council discuss this matter.

### RECOMMENDATION 2

That Council note the following recommendation of the Longford Local District Committee from its meeting of 24 April 2017:

- a) That the \$15,000 be allocated to feasibility studies into the Longford Horse Trail and/or the development of a cultural, social and community centre in Longford. (6.2.b) and (7.15)
- b) That the Pitt and Sherry report of 2012 be updated annually by the original authors and used as the base for strategy planning."
- c) That the Council advise as a matter of urgency what is proposed to deal with the parking of trucks around the streets and Longford entrances, and when the truck park is to be opened."
- d) That the bypass be redesigned so that direction connection between Longford and Perth be maintained.

### And

That Council note the following recommendation of the Longford Local District Committee from its meeting of 16 May 2017

- a) That the LLDC and LBTA commends the Council for accepting and releasing the Longford Urban Strategy Report for discussion.
- b) That the principle of a community centre, which includes a museum, library, gallery and meeting rooms be included as requested in the April minutes of the LLDC
- c) That the \$15,000 put aside be used for a feasibility study for this plan.

and **does/does not** allocate \$15,000 toward a feasibility study for a community centre in Longford.

### DECISION

#### **Cr Polley/Cr Goninon**

That the matter be discussed.

Carried unanimously

#### **Cr Goss/Cr Goninon**

That Council investigate the existing facilities and utilisation of buildings within Longford, taking into account the suggestions from the Longford Local District Committee.

Carried unanimously

*Mayor Downie adjourned the meeting for the meal break at 6.03pm.*

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*Mayor Downie reconvened the meeting after the meal break at 6.45pm.*

### 228/17 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

*No questions were forthcoming from the gallery.*

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### 229/17 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 Goninon/Cr Lambert**

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

Carried unanimously

### 2 STATEMENTS

No statements were forthcoming from the gallery.

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### 230/17 PLANNING APPLICATION P15-385 637 RELBIA ROAD, RELBIA

Responsible Officer: Des Jennings, General Manager  
Report prepared by: Paul Godier, Senior Planner  
File Number: 202900.13; s746; CT13034/4

#### 1 INTRODUCTION

At its June meeting, council considered an application to amend the permit for 637 Relbia Road to undertake a 2-lot subdivision in rural zone to create 2ha & 15.4ha lots by removing the following conditions of approval:

##### 4 Part 5 Agreement

*The applicant shall enter into, and comply with all conditions of, an agreement under Part 5 of the Act with the Northern Midlands Council to provide for the following:*

- *Lot 2 shall not be used for residential purposes other than those incidental and subservient to the use of the vineyard on site.*

##### 5 Building envelope

*The final plan of survey shall include a building envelope and endorsement preventing the development of habitable buildings and associated out buildings from the current vineyard area.*

Council's decision was that the Part 5 Agreement be removed, but a decision was not made regarding the building envelope.

This report addresses the request to remove the building envelope.

#### 2 BACKGROUND

**Applicant:**

AJ & LM Shepherdson Pty Ltd

**Owner:**

AJ & LM Shepherdson Pty Ltd

**Zone:**

Rural Resource

**Codes:**

Bushfire-prone area Code – BAL 19  
Environmental Impacts and Attenuation Code

**Classification under the Scheme:**

Subdivision

**Existing Use:**

Illegal dwelling

**Deemed Approval Date:**

N/a

**Recommendation:**

Refuse to Amend Permit

##### Discretionary Aspects of the Application

- Subdivision – discretionary under clause 9.5.1 of the Planning Scheme.
- Reliance on the performance criteria of the Rural Resource Zone (clause 26.4.2 P1 (a)).
- Reliance on the performance criteria of the Environmental Impacts and Attenuation Code.

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

##### Preliminary Discussion

Prior to the lodgement of an amendment, the applicant sought advice from Council officers regarding the feasibility of amending planning permit P15-385. Officers responded by letter stating that the removal or amendment of the Part Five Agreement was unlikely to be supported; however, if the applicant wished to pursue the matter, then a formal application to amend the planning permit would be required (see attached).



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### 3 STATUTORY REQUIREMENTS

The proposal is a request pursuant to section 56 of the *Land Use Planning & Approvals Act 1993* (i.e. amendments to permits). The original application was made pursuant to section 57 of the *Land Use Planning & Approvals Act 1993* (i.e. a discretionary application).

#### **56. Minor amendments of permits issued by a planning authority**

**(1)** *The owner of land, or a person with the consent of the owner, may request the planning authority in writing to amend a permit which applies to that land and which is a permit issued by the planning authority.*

### 4 ASSESSMENT

#### 4.1 Requested Amendment

The amendment is to:

- Amend planning permit P15-385 to remove condition 5:

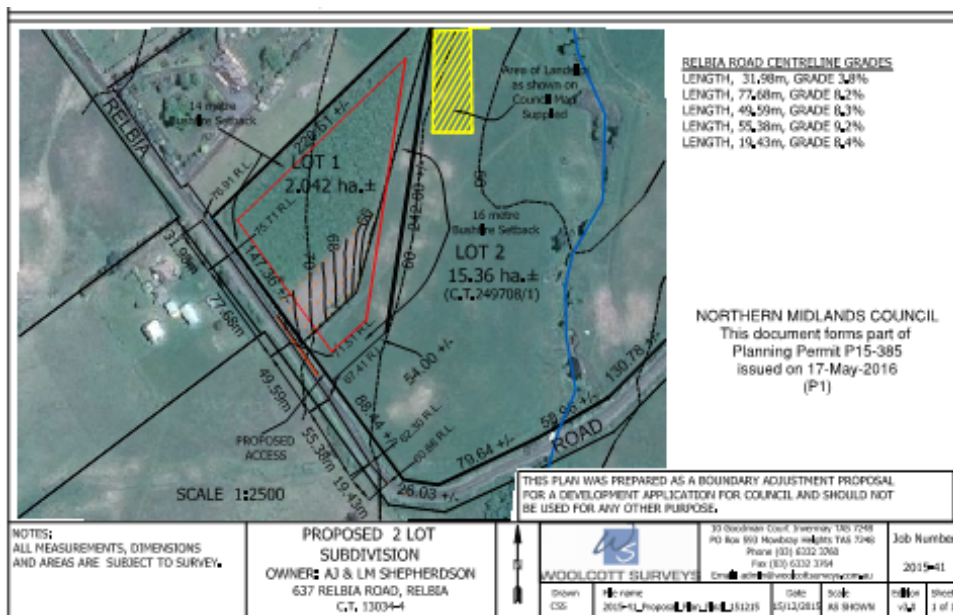
#### **5 Building envelope**

*The final plan of survey shall include a building envelope and endorsement preventing the development of habitable buildings and associated out buildings from the current vineyard area.*

#### Site Plan



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## 4.2 Zone and land use

### Zone Map –Rural Resource



The land is zoned *Rural Resource*, and is subject to the *Bushfire-prone areas Code and Environmental Impacts and Attenuation Code*. The relevant Planning Scheme definition is:

subdivision	means the act of subdividing or the lot subject to an act of subdividing.
-------------	---

### **Extract from Planning Scheme**

#### **9.5 Subdivision**

9.5.1 Notwithstanding any other provisions of this planning scheme, with the exception of sub clause 9.3.1, all applications for subdivision may be refused or approved at the discretion of the planning authority, unless the application is for a subdivision that must not be approved under section 84 of the Local Government (Building and Miscellaneous Provisions) Act 1993

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Subdivision is Discretionary (Permit Required) in the zone.

### 4.3 Permit/site history

Relevant permit history includes:

- P15-298 – Dwelling & 2 sheds (superseded P14-048)
- P14-048 – Dwelling - relocation of shed & shipping containers (retrospective), demolitions of buildings & new access.
- ENF14-048 – Planning & building notices & Building Order, including infringement - Change of use to residential, placement of shipping containers on the lot & shed extensions without a planning permit.

### 4.4 Representations

Notice of the original application was given in accordance with Section 57 of the *Land Use Planning & Approvals Act 1993*. No representations were received.

### 4.5 S.56 LUPAA

*The planning authority may amend the permit if it is satisfied that the amendment –  
(aa) is not an amendment of a condition or restriction, specified in the permit, that is required, imposed or amended by the Appeal Tribunal; and*

Comment: The permit was not decided by Appeal.

*(a) does not change the effect of a condition or restriction, specified in the permit, that is required, imposed or amended by the Appeal Tribunal; and*

Comment: The permit was not decided by Appeal.

*(b) will not cause an increase in detriment to any person; and*

Comment: Amending the permit will not explicitly cause an increase in detriment to any person; however, it would allow for a variation to the current development footprint.

*(c) does not change the use or development for which the permit was issued other than a minor change to the description of the use or development.*

Comment: Removal of the building envelope is not inconsistent with this provision.

### 4.6 Referrals

The amendment request did not require any referrals (no change to access or Taswater requirements).

## 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

The amendment proposed to remove conditions 4 & 5 on Planning Permit P15-385, as follows:

### 4 Part 5 Agreement

*The applicant shall enter into, and comply with all conditions of, an agreement under Part 5 of the Act with the Northern Midlands Council to provide for the following:*

# MINUTES – ORDINARY MEETING

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- *Lot 2 shall not be used for residential purposes other than those incidental and subservient to the use of the vineyard on site.*

### **5 Building envelope**

*The final plan of survey shall include a building envelope and endorsement preventing the development of habitable buildings and associated out buildings from the current vineyard area.*

When considered at the June meeting, the planning officer recommended that the permit not be amended, noting that the original application relied on and provided documentation to support the justification that the subdivision would result in an increase in the productivity of the land (the re-establishment of the vineyard). The effect of removing these conditions would be to allow the vineyard to be removed, and, most likely, result in an application for residential use of the land. In normal circumstances, it is highly unlikely that a recommendation for approval would be given to subdivide Rural Resource Zoned land for residential purposes.

Council's decision was that the Part 5 Agreement be taken off the permit, with the discussion indicating an understanding that any application for a house would have to address the planning scheme provisions.

The building envelope was tied to the requirement for a Part 5 Agreement. That is, a residence on the vineyard lot was to be incidental and subservient to that vineyard, and therefore habitable buildings were not to be constructed in the vineyard area so that vines were not taken out of production.

Given that Council has agreed to remove the Part 5 Agreement, there is no need for the building envelope. Its removal is considered not inconsistent with the requirements for minor amendments and is not opposed.

### **8 ATTACHMENTS**

- A) Request to amend, supporting letter & correspondence with applicant
- B) Certificate of Title & Part Five Agreement
- C) Copy of original permit & plan of subdivision

### **RECOMMENDATION**

That the application to amend permit P15-385 to use and develop 2-lot subdivision in rural zone to create 2ha & 15.4ha lots (within attenuation distance) at 637 Relbia Road, Relbia by deleting condition 5 be approved.

### **DECISION**

#### **Cr Goninon/Cr Goss**

That the matter be discussed.

Carried unanimously

#### **Cr Polley/Cr Knowles**

That the application to amend permit P15-385 to use and develop 2-lot subdivision in rural zone to create 2ha & 15.4ha lots (within attenuation distance) at 637 Relbia Road, Relbia by deleting condition 5 be approved.

Carried

#### **Voting for the motion:**

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

#### **Voting against the motion:**

Cr Goninon

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### 231/17 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 Goninon**

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

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 232/17 TASMANIAN YOUTH LOCAL GOVERNMENT

*Responsible Officer:* Amanda Bond, Regulatory & Community Services Manager

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

#### 1 PURPOSE OF REPORT

To seek Council's support for the 2017 Tasmanian Youth Local Government Program.

#### 2 INTRODUCTION/BACKGROUND

Council have received the attached prospectus regarding the 2017 Tasmanian Youth Local Government.

The Tasmanian Youth Local Government Association (TYGA) are hoping to have two representatives from each municipal area attend its conferences this year.

TYGA are asking Council to sponsor two students, at a cost of \$90 to attend the conference. Further, TYGA are asking Council to promote the program within the schools in its municipality, and choose the students to attend.

To achieve this, officers suggest Council write to Campbell Town District High School, Capstone College (Poatina) and Cressy District High School seeking they nominate students to participate. It is proposed Council's Further Education Bursary Committee: Councillor Calvert, Councillor Knowles and Councillor Lambert determine the successful participants. Alternatively, Council can nominate three Councillors to choose the successful participants.

TYGA have not set criteria for participants to attend the Tasmanian Youth Local Government. It is suggested the following criteria be met by students applying to participate:

- Must be a resident of the Northern Midlands;
- Must be available on 30 September and 1, 14 and 15 October to attend the conferences;
- Must demonstrate a passion to improve the Northern Midlands community; or
- Have made a contribution to improve the Northern Midlands community.

TYGA need to be notified by early September of the successful students to provide information in preparation for the conferences.

#### 3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact
  - Core Strategies:
    - ♦ Communicate – Connect with the community
    - ♦ Lead – Councillors represent honestly with integrity
- People –
  - Lifestyle – Strong, Vibrant, Safe and Connected Communities
  - Core Strategies:
    - ♦ Communicate – Communities speak & leaders listen
    - ♦ Participate – Communities engage in future planning
    - ♦ Connect – Improve sense of community ownership

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### 4 POLICY IMPLICATIONS

Council has in place a Youth Policy with the following objective:

*Council is committed to developing, supporting and promoting initiatives which positively contribute to the safety and wellbeing of young people, their families and the communities within the Northern Midlands area.*

### 5 STATUTORY REQUIREMENTS

N/A

### 6 FINANCIAL IMPLICATIONS

The cost to sponsor two students totals \$180. This can be funded through Council's Youth Program budget.

The prospectus encourages Councillors to attend the program. This would be at a cost to Council, should any Councillors nominate to participate.

### 7 RISK ISSUES

The conference programs have not yet been set by TYGA. There is a risk to Council that the program, once set, may not meet the expectation of Council as interpreted through the prospectus.

It is the expectation of TYGA that participants coordinate their own travel to and from the regional and residential conferences. Conference times are expected to be 9:00am to 5:00pm each day, with no overnight accommodation provided for the regional conference. There is a risk this may rule out participation of Northern Midlands students due to travel time to and from the conference, and ability to get to the conference (ie having someone available to drive them). Given the program and locations have not yet been set, it is difficult to identify mitigating factors to this risk.

### 8 CONSULTATION WITH STATE GOVERNMENT

N/A

### 9 COMMUNITY CONSULTATION

N/A

### 10 OPTIONS FOR COUNCIL TO CONSIDER

Council has the option to support the 2017 Tasmanian Youth Local Government by sponsoring and choosing two participants, or not.

### 11 OFFICER'S COMMENTS/CONCLUSION

This is a unique opportunity for Grade 9 and 10 students within the Northern Midlands.

### 12 ATTACHMENTS

12.1 Tasmanian Youth Local Government Prospectus



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### RECOMMENDATION 1

Council discuss this matter.

### RECOMMENDATION 2

Council support the 2017 Tasmanian Youth Local Government by:

- a) Sponsoring two participants at a cost of \$90 each to attend;
- b) Writing to Campbell Town District High School, Capstone College and Cressy District High School seeking applications;
- c) Nominate Cr....., Cr..... and Cr ..... to assess the applications; and
- d) Choose a maximum of two participants based on the following criteria:
  - Must be a resident of the Northern Midlands;
  - Must be available on 30 September and 1, 14 and 15 October to attend the conferences;
  - Must demonstrate a passion to improve the Northern Midlands community; or
  - Have made a contribution to improve the Northern Midlands community.

### DECISION

**Cr Goss/Cr Goninon**

That the matter be discussed.

Carried unanimously

**Cr Goss/Cr Goninon**

Council support the 2017 Tasmanian Youth Local Government by:

- a) Sponsoring two participants at a cost of \$90, plus \$50 for transport, total \$140 each to attend;
- b) Writing to students in the Northern Midlands Council seeking applications;
- c) Nominate Cr Knowles, Cr Lambert and Cr Calvert to assess the applications; and
- d) Choose a maximum of two participants based on the following criteria:
  - Must be a resident of the Northern Midlands;
  - Must be available on 30 September and 1, 14 and 15 October to attend the conferences;
  - Must demonstrate a passion to improve the Northern Midlands community; or
  - Have made a contribution to improve the Northern Midlands community.

Carried unanimously



# MINUTES – ORDINARY MEETING

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### 233/17 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 30 June 2017.

#### 2 INTRODUCTION/BACKGROUND

The Corporate Services Manager circulated a copy of the Monthly Financial Summary for the period ended 30 June 2017.

#### 3 ALTERATIONS TO 2016-17 BUDGET

Following a budget review of income and expenditure items the following alterations/variances are highlighted and explained: -

##### SUMMARY FINANCIAL REPORT

For Month Ending: 30-Jun-17 12

##### A. Operating Income and Expenditure

###### Budget Alteration Requests

- For Council authorisation by absolute majority  
 Advanced Financial Assistance Grants

##### Operating Budget

2016/17	2017/18
Grant Income	Grant Income
-\$1,723,490	\$1,723,490

paid in 2016/17 but relates to 2017/18 period

2016/17 & 2017/18 budget timing alteration

##### B. Balance Sheet Items

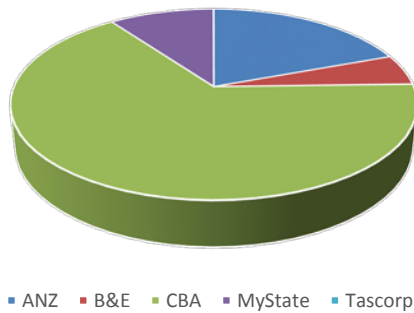
	Year to Date Actual		Monthly Change		Same time last year	Comments
Cash & Cash Equivalents Balance						
- Opening Cash balance	\$10,346,134		\$11,440,269			
- Cash Inflow	\$23,031,080		\$2,807,769			
- Cash Payments	-\$20,995,270		-\$1,866,093			
- Closing Cash balance	\$12,381,944		\$12,381,944			
	-		-			
Account Breakdown						
- Trading Accounts	\$575,476					
- Investments	\$11,806,469					
	\$12,381,944					
	-					
Summary of Investments	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value	
Tasmanian Public Finance Corporation Call Account	1/06/2017	30/06/2017	1.50	\$5,188	\$5,194	
CBA Call Account	28/06/2017	30/06/2017	1.40	\$1,220,654	\$1,220,747	
CBA	2/03/2017	31/07/2017	2.45	\$1,000,000	\$1,010,136	
CBA	4/04/2017	2/08/2017	2.44	\$1,400,000	\$1,411,231	
CBA	13/04/2017	11/08/2017	2.40	\$1,500,000	\$1,511,836	
CBA	13/06/2017	11/09/2017	2.23	\$1,000,000	\$1,005,499	
CBA	13/06/2017	11/10/2017	2.35	\$1,000,000	\$1,007,726	
CBA	13/06/2017	11/10/2017	2.35	\$500,000	\$503,863	
ANZ	14/05/2017	14/11/2017	2.40	\$1,348,828	\$1,365,147	
ANZ	8/06/2017	8/12/2017	2.40	\$1,012,964	\$1,025,153	
My State Financial	25/12/2016	25/12/2017	2.85	\$1,189,250	\$1,223,144	
Bass & Equitable	24/05/2017	24/05/2018	2.65	\$629,584	\$646,268	
Total Investments				\$11,806,469	\$11,935,943	

# MINUTES – ORDINARY MEETING

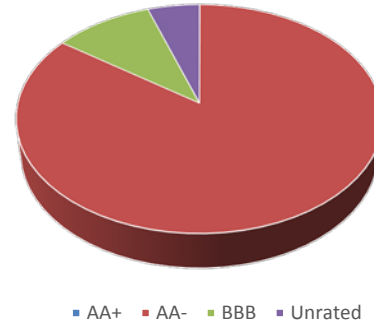
## 17 JULY 2017



Investments by Institution

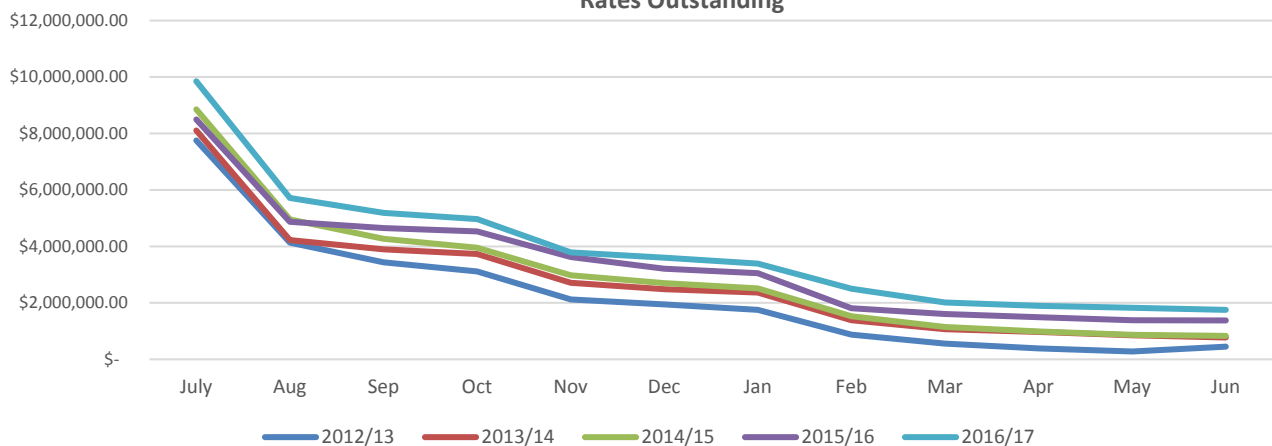


Total Investments by Rating (Standard & Poor's)



Rate Debtors	2016/17	% to Raised	Same Time Last Year	% to Raised	
Balance b/fwd	\$1,365,785		\$1,017,753		
Rates Raised	\$9,799,584		\$9,431,290		
	\$11,165,369		\$10,449,044		
Rates collected	\$9,191,290	94.0%	\$8,873,225	93.9%	
Pension Rebates	\$426,729	4.4%	\$410,211	4.4%	
Discount & Remissions	\$48,424	0.5%	\$48,050	0.5%	
	\$9,666,443		\$9,331,485		
Rates Outstanding	\$1,751,950	17.9%	\$1,377,087	14.7%	
Advance Payments received	-\$253,024	2.6%	-\$259,529	2.4%	

Rates Outstanding



Trade Debtors				
Current balance	\$142,139			
- 30 Days		\$89,074		
- 60 Days		\$5,231		
- 90 Days		\$3,726		
- More than 90 days		\$44,108		
Summary of Accounts more than 90 days:				
- Norfolk Plains Book sales		709		
- Hire/lease of facilities		338		
- Removal of fire hazards		4,985		
- Dog Registrations & Fines		35,592		
- Sales		2,000		
- Grants		-		
- Private Works		-		
- Building / Planning Fees		484		

# MINUTES – ORDINARY MEETING

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### C. Capital Program

Full Capital Report with End of Financial Year Report

### D. Financial Health Indicators

Full Report of Financial Indicators with End of Financial Year Report

### E. Employee & WHS scorecard

	YTD	This Month
Number of Employees	62.8	0
New Employees	28	0
Resignations	4	0
Total hours worked	110558.43	0
Lost Time Injuries	4	1
Lost Time Days	9	2
Safety Incidents Reported	26	1
Hazards Reported	11	0
Risk Incidents Reported	13	3
Insurance claims - Public Liability	3	0
Insurance claims - Industrial	0	0
Insurance claims - Motor Vehicle	5	1
IT - Unplanned lost time	0	0
Open W/Comp claims	13	1



### 4 OFFICERS COMMENTS

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

### 5 ATTACHMENTS

Nil.

### RECOMMENDATION

That Council

- receive and note the Monthly Financial Report for the period ending 30 June 2017.
- authorise budget alterations as detailed in section 3A above.

### DECISION

**Cr Polley/Cr Knowles**

That Council

- receive and note the Monthly Financial Report for the period ending 30 June 2017.
- authorise budget alterations as detailed in section 3A above.

Carried unanimously

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 234/17 POLICY REVIEW: POLICY 28 – DONATIONS POLICY

*Responsible Officer:* Maree Bricknell, Corporate Services Manager

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

#### 1 PURPOSE OF REPORT

To seek approval for the proposed amendments to Council's Donations Policy following the periodic review of the Policy.

#### 2 INTRODUCTION/BACKGROUND

The review of this policy is in accordance with the requirements of the policy.

The policy is to provide guidelines to ensure consistency in granting of donations by Council.

#### 3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- People –
    - Lifestyle – Strong, Vibrant, Safe and Connected Communities
- Core Strategies:
- ♦ Caring, Healthy, Safe Communities – Awareness, education & service

#### 4 OFFICER'S COMMENTS/CONCLUSION

It is proposed that the policy be amended for the following:

- Dollar amounts indexed by CPI;
- Restriction for one application per person per annum for sporting and academic achievements.

#### RECOMMENDATION 1

That this matter be discussed.

#### RECOMMENDATION 2

That Council endorse the amendments to Policy No. 28 – Donations.

#### DECISION

**Cr Goss/Cr Goninon**

That Council endorse the amendments to Policy No. 28 – Donations.

Carried unanimously

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 235/17 POLICY REVIEW: BUSINESS CREDIT CARD POLICY

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 seek Council's endorsement of a review of the Northern Midlands Business Card Credit policy.

#### 2 INTRODUCTION/BACKGROUND

Council's Business Card Credit Policy was last reviewed in December 2016. The objective of the policy is to provide guidance in the acceptable use, control and administration of the business cards.

#### 3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact  
Core Strategies:
    - ♦ Manage – Management is efficient and responsive
  - Best Business Practice & Compliance  
Core Strategies:
    - ♦ Continuous improvement is embedded in staff culture
  - Workforce Standards  
Core Strategies:
    - ♦ People & Culture Framework generates professionalism

#### 4 FINANCIAL IMPLICATIONS

A Commonwealth Bank Business Card Credit of up to \$50,000 is available to allocate to individual employee card holders.

#### 5 OFFICER'S COMMENTS

This policy was initially approved on 10 January 2005.

The following paragraph has been deleted from the policy:

*'10.1 The Tasmanian Audit Office will audit Business Credit Card transactions on a yearly basis, together with random audits throughout the year as deemed appropriate by the Audit Office.'*

Cardholders and their managers and supervisors are responsible for ensuring that they adhere to the Business Credit Card policy, thereby ensuring adequate controls are exercised to minimise the risk that Business Credit Cards are used for fraudulent or corrupt purposes. Cardholders and their managers and supervisors are referred to the Northern Midlands Council's Risk Management Strategy Guidelines for further information on their role in relation to fraud and corruption prevention.

#### 6 ATTACHMENT

##### 6.1 Business Credit Card Policy

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### RECOMMENDATION 1

That the matter be discussed.

### RECOMMENDATION 2

That Council resolves to adopt the Business Credit Card Policy as amended.

### DECISION

**Cr Goss/Cr Knowles**

That Council resolves to adopt the Business Credit Card Policy as amended.

Carried unanimously

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 236/17 POLICY REVIEW: CEMETERIES POLICY

*Responsible Officer:* Maree Bricknell, Corporate Services Manager

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

#### 1 PURPOSE OF REPORT

To control and manage cemeteries in the Northern Midlands municipal area, which are managed by the Northern Midlands Council.

#### 2 INTRODUCTION/BACKGROUND

Council adopted a Cemetery Management Policy during 2014 following expiration of a Cemetery By-Law.

#### 3 STRATEGIC PLAN

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact  
Core Strategies:
    - ♦ Manage – Management is efficient and responsive
- People –
  - Sense of Place – Sustain, Protect, Progress  
Core Strategies:
    - ♦ Council nurtures and respects historical culture
    - ♦ Public assets meet future lifestyle challenges
  - Lifestyle – Strong, Vibrant, Safe and Connected Communities  
Core Strategies:
    - ♦ Caring, Healthy, Safe Communities – Awareness, education & service

#### 4 OFFICER'S COMMENTS

There is no changes to the cemetery policy which makes provision for the day to day running of the business of the cemetery. It deals with funerals, registration, graves, monuments, plaques, vases, handling of floral tributes and behaviour in cemetery grounds. It is in the public interest that there is a standard documented approach to dealing with funerals, graves, etc. which is open to public scrutiny.

Further, it is in the public interest that cemeteries remain a peaceful place in which families and friends can pay their respects.

Issues in the policy relating to appropriate qualifications of tradepersons are included so as to ensure a standard of workmanship that is in the interests of public safety.

#### RECOMMENDATION 1

That the matter be discussed.

#### RECOMMENDATION 2

That Council resolves to adopt the “Cemeteries Policy” without amendment.

#### DECISION

**Cr Goss/Cr Knowles**

That Council resolves to adopt the “Cemeteries Policy” without amendment.

Carried unanimously

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 237/17 POLICY REVIEW: FESTIVALS, EVENTS & PROMOTIONS POLICY

*Responsible Officer:* Maree Bricknell, Corporate Services Manager

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

#### 1 PURPOSE OF REPORT

This report considers the normal periodic review of Policy 23 – Assistance to festivals, events and promotions.

#### 2 INTRODUCTION/BACKGROUND

The Council will consider requests for assistance by community, sporting and non-profit organisations holding major festivals, events or promotions in the Northern Midlands.

#### 3 STRATEGIC PLAN

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact  
Core Strategies:
    - ♦ Communicate – Connect with the community
    - ♦ Manage – Management is efficient and responsive
  - Best Business Practice & Compliance  
Core Strategies:
    - ♦ Effective and efficient marketing, communications & IT
    - ♦ Excellent standards of customer service
- People –
  - Lifestyle – Strong, Vibrant, Safe and Connected Communities  
Core Strategies:
    - ♦ Communicate – Communities speak & leaders listen
    - ♦ Participate – Communities engage in future planning
    - ♦ Connect – Improve sense of community ownership
    - ♦ Caring, Healthy, Safe Communities – Awareness, education & service

#### 4 POLICY IMPLICATIONS

The policy provides guidelines 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 grant program.

#### 6 CONSULTATION WITH STATE GOVERNMENT

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

#### 7 OFFICER COMMENTS

The intent of the policy remains the same with only a minor change highlighted in red to restrict one application per organisation for each application round (maximum 2 per year).



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### 8 ATTACHMENTS

#### 8.1 Policy

#### RECOMMENDATION

That Council adopts the amendments to Policy No. 23 – Assistance to Festivals, Events & Promotions.

#### DECISION

##### **Cr Knowles/Cr Calvert**

That Council adopts the amendments to Policy No. 23 – Assistance to Festivals, Events & Promotions.

Carried unanimously

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## 17 JULY 2017



### 238/17 POLICY REVIEW: ASSISTANCE TO COMMUNITY, SPORTING & NON-PROFIT GROUPS POLICY

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

#### 1 PURPOSE OF REPORT

This report considers the normal periodic review of Policy 6 – Assistance to Community, Sporting & Non-Profit Organisations.

#### 2 INTRODUCTION/BACKGROUND

Changes have been made in order to align the policy with the application form, and set out the publication procedure for the policy.

#### 3 STRATEGIC PLAN

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
  - Leaders with Impact  
Core Strategies:
    - ♦ Communicate – Connect with the community
    - ♦ Manage – Management is efficient and responsive
  - Best Business Practice & Compliance  
Core Strategies:
    - ♦ Effective and efficient marketing, communications & IT
    - ♦ Excellent standards of customer service
- People –
  - Lifestyle – Strong, Vibrant, Safe and Connected Communities  
Core Strategies:
    - ♦ Communicate – Communities speak & leaders listen
    - ♦ Participate – Communities engage in future planning
    - ♦ Connect – Improve sense of community ownership
    - ♦ Caring, Healthy, Safe Communities – Awareness, education & service

#### 4 POLICY IMPLICATIONS

The policy provides guidelines 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 grant program.

#### 6 CONSULTATION WITH STATE GOVERNMENT

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

#### 7 OFFICER COMMENTS

The intent of the policy remains the same except for the clarification regarding GST and the restriction to one

# MINUTES – ORDINARY MEETING

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application per organisation per annum.

For reference purposes, a marked-up policy document showing changes in red is attached.

### **8 ATTACHMENTS**

#### **8.1 Policy**

### **RECOMMENDATION**

That Council adopts the amendments to Policy No. 6 – Assistance to Community, Sporting and non-profit organisations.

### **DECISION**

#### **Cr Knowles/Cr Calvert**

That Council adopts the amendments to Policy No. 6 – Assistance to Community, Sporting and non-profit organisations.

Carried unanimously

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## 17 JULY 2017



### CON – ITEMS FOR THE CLOSED MEETING

#### DECISION

**Cr Goss/Cr Lambert**

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

#### **239/17 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*.  
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#### **240/17 APPLICATIONS BY COUNCILLORS FOR LEAVE OF ABSENCE**

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

#### **241/17 (1) PERSONNEL MATTERS**

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

#### **241/17 (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*

#### **241/17 (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*

#### **241/17 (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*

#### **241/17 (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*

#### **241/17 (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/Property Review*

# MINUTES – ORDINARY MEETING

## 17 JULY 2017



### 242/17 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*.  
*Skate Park Leagues*

### 243/17 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*.  
*Lease Agreement*

### 244/17 CONTRACTS, AND TENDERS, FOR THE SUPPLY OF GOODS AND SERVICES AND THEIR TERMS, CONDITIONS, APPROVAL AND RENEWAL

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

#### DECISION

**Cr Goss/Cr Lambert**

That Council move out of the closed meeting.

Carried unanimously

Mayor Downie closed the meeting at 7.36pm.

MAYOR \_\_\_\_\_

DATE \_\_\_\_\_