

GOV 6

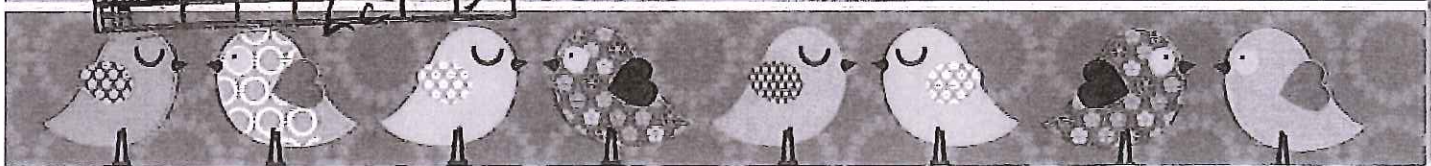
13 Muswell St
Bury
3-8-2018

Northern Midlands Council

I agree with the motion
put forward by the Bury local
District Committee to formally
name the Bury Park Bartholomew
Park

Jenny Frankcombe

NORTHERN MIDLANDS COUNCIL			
Location			
File No.			
Property			
Attachments			
REC'D 6 AUG 2018			
	A		A
GM		MYA	
PADM		CEB	
CSM		PLAN	
LEADM		BLO	
WM		IBL	



Lucie Copas

From: Fae Cox <fae.cox@gmail.com>
Sent: Tuesday, 24 July 2018 10:19 AM
To: Lucie Copas
Subject: Cressy Park

I like the name of Bartholomew Park; it lifts the profile of the Park and a good connection to the man who named Cressy.

Fae cox, 7 Murfett Street, Cressy

23rd July, 2018
 18 Main Street,
 CRESSY. 7302.

Northern Midlands Council
 13 Smith Street,
 LONGFORD. 7301.

Dear Sir/Madam,

With regard to the naming of the Park at Cressy, Bartholomew Park, I wish to advise that I think this a very appropriate name.

As I understand it Captain Bartholomew named Cressy and so it seems very fitting to call the Park after him.

Yours faithfully,

P. L. Green

P.L. GREEN.

NORTHERN MIDLANDS COUNCIL					
Location					
File No.					
Property					
Attachments					
REC'D 24 JUL 2018					
		A			A
GM			MYB		
P&DM			CRS		
CSM			PLAN		
ERDM			BLO		
WM			HLT		
HR					

28th July, 2018.

3 Murfett Street,
 CRESSY. 7302.


NORTHERN MIDLANDS COUNCIL					
Location					
File No.					
Property					
Attachments					
REC'D 30 JUL 2018					
			A		A
GM			MYR		
P&DM			CRS		
CSM			PLAN		
E&DM			BLD		
WM			H/T		
HR					

Northern Midlands Council,
 13 Smith Street,
 Longford.

Dear Council members,

In response to feedback required for naming the Cressy Park, Bartholomew Park, I wish to advise that I like the suggested name of Bartholomew and think it much better than being called the Fish Park or the Trout Park. The Trout area of Cressy is well advertised on one of the Entrance Statements.

Yours faithfully,



Jonathon Newell.

MINUTES

MEETING OF THE CRESSY LOCAL DISTRICT COMMITTEE HELD AT THE CRESSY TOWN HALL ON WEDNESDAY, 30 MAY 2018 COMMENCING AT 6:02 PM

1 PRESENT

Mr Daniel Rowbottom (Chairperson), Mr Jason Cox, Mr Andy Turnham, Mrs Helen Williams, Mrs Maurita Taylor, Mrs Helen Howard, Mr Peter Goss

2 IN ATTENDANCE

Cr Richard Goss (6:15pm), Mrs Amanda Bond (NMC), Miss Lucie Copas (NMC)

3 APOLOGIES

Mrs Angela Jenkins, Mrs Ann Green

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

In accordance with the provisions of the *Local Government Act 1993*, Part 5, S48A – S56, a member of a Special Committee must not participate in any discussion or vote on any matter in respect to which the member:

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

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

**It should be noted that any person declaring an interest is required to notify the general manager, in writing, of the details of any interest declared within 7 days of the declaration.*

Nil declared.

5 CONFIRMATION OF MINUTES

Mrs Helen Howard / Mrs Helen Williams

That the minutes of the Cressy Local District Committee meeting held on Wednesday, 28 March 2018 be confirmed as a true and correct record of proceedings.

Carried unanimously

6 BUSINESS ARISING FROM THE MINUTES

6.1 Cressy Recreation Ground

Final plan was accepted by Council at its 16 October 2017 Council Meeting (Min. Ref. 314/17) and released for public comment. Council requested funding components of the plan be considered in future Council budgets. Committee submitted list following March meeting. Awaiting outcome of Council budget deliberations.

The master plans for the Cressy Recreation Ground are available on Council's website. Council will consider within their budget deliberations at their June meeting.

6.2 Cressy Swimming Pool Master Plan

Plan was accepted by Council at its meeting of 16 October 2017 (Min. Ref. 312/17) and Council have requested further investigation into the structural integrity of the pool with a report back to Council. Committee submitted list following March meeting. Awaiting outcome of Council budget deliberations.

Council will consider within their budget deliberations at their June meeting.

Miss Copas to follow up on Structural Integrity report.

6.3 Treasure Hunt

Committee to discuss Treasure Hunt information. Noted, is listed for budget consideration.

6.4 Park Naming

Committee to discuss naming of the Cressy Park. It was proposed at the last meeting to name the park Bartholomew Park.

Mr Cox discussed the historical significance of naming it Bartholomew Park. Captain Thomas Bartholomew originally named Cressy hence the suggestion. Alternative suggestions included: Cressy, Trout and Brumby.

Mr Jason Cox/ Mr Andrew Turnham

That the Cressy Park be formally named as Bartholomew Park.

Voting for the motion:

Mrs Maurita Taylor, Mr Jason Cox, Mr Andrew Turnham, Mrs Helen Williams, Mr Daniel Rowbottom

Voting against the motion:

Mrs Helen Howard, Mr Peter Goss

Carried

7 NEW BUSINESS

7.1 Brumby's Creek

Hydro Tasmania are looking at upgrading the facilities at Brumby's Creek. They are looking at working with the Community of Cressy and have contacted the school and other groups

and organisations.

Hydro welcome any suggestions from the committee to improve the site.

Committee has put forward suggestions which include: BBQ, picnic tables, pavilion, information board, trees, history of the trout expo (heaviest fish history) and weed management.

Miss Copas to pass suggestions on to Hydro.

7.2 Committee term of membership

Committee to note that the current term expires on 30 June 2018. Should members wish to renominate they will need to submit an application form by the closing date of 12 June 2018.

Application forms are available on Council's website. Miss Copas to circulate application form with the minutes. Miss Copas to check Mrs Helen Howard's form from last year and resubmit if possible.

7.3 Cressy Road maintenance

The Department of State Growth have advised works programmed for Poatina Main Road near Cressy for this financial year have been delayed due to pending resealing works. However, the area is to have substantial reconstruction work in the 2019-2020 financial year. The Department of State Growth continue to monitor the area to ensure it is maintained to the required standard.

Miss Copas to confirm which section of road Department for State Growth is referring to. Cr Goss suggested the committee and Cressy community lobby the Department of State Growth and confirmed Minister Gutwein is Minister for State Growth.

7.4 Dog Signage and Declared Areas

Council at its May meeting conducted a review of all declared exercise and on lead areas in the Northern Midlands regarding dogs. It endorsed the following areas for Cressy:

Cressy

Exercise-Areas - off lead

- Designated area Stock Route.

All used Recreation Grounds

Restricted area- On lead at all times and no dogs allowed on playing field

- Cressy

Council must now publicly advertise these areas and seek community feedback.

Mr Peter Goss/ Ms Maurita Taylor

That dog poo disposal bags be installed at the Cressy Recreation Ground.

Carried unanimously

7.5 Parking in Main Street

Requested yellow line across driveway of 94 Main Street. Miss Copas to forward request to Works Department.

Noted vehicles are parking in bus stop at Church Street. This is a police matter. Also cycling club use bus stop as registration booth and park in bus stop zone. Miss Copas to investigate contact and advise.

7.6 Men's Shed

Noted funding available for building Men's Shed through Government Grant. It was suggested by Cr Goss that the Council advertise for expression of interest.

Mrs Bond and Miss Copas to find out further details regarding grant.

7.7 Anglican Church

The Anglican Church has indicated they are going to sell the Cressy Anglican Church and properties in Cressy. Funds to be applied to redress (victims of abuse) and dioces. There is an estimated \$1million of assets in Cressy that will be removed from the community.

Mr Jason Cox/ Mrs Helen Howard

That Council provide a letter to the Anglican Diocese of Tasmania referencing the proposed sale of the Anglican Church properties at Cressy, requesting the decision to be withdrawn.

Carried unanimously

7.8 Trees

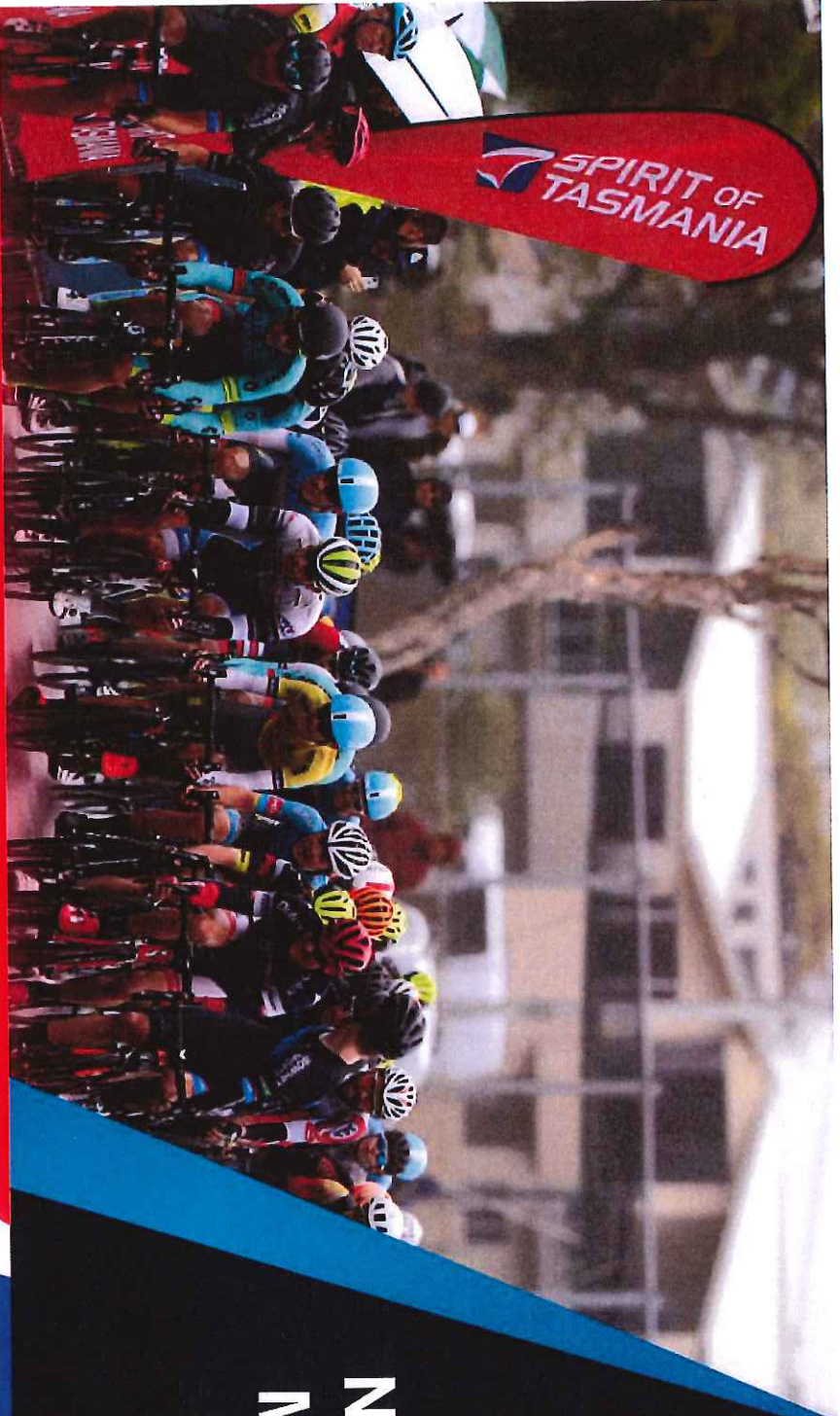
Mrs Helen Howard requested that Council Officers confirm if trees for the 2019/ 2020 season have been ordered.

Miss Copas to enquire with Works Department.

8 CLOSURE & NEXT MEETING

The Chairperson closed the meeting at 7:02pm pm.

The next meeting to be held on 25 July 2018 at 6:00pm.




**SPIRIT OF
TASMANIA**

**CYCLING
TOUR**

**NORTHERN
MIDLANDS
COUNCIL**

EVENT BACKGROUND

- The Spirit of Tasmania Cycling Tour is a historical staged cycling event that commenced in 1930
- Over many years, the Tour of Tasmania has played a key role in identifying and showcasing the future talent of Australian cycling
- The Tour travels through picturesque Tasmanian terrain that is renowned for delivering high excitement and intense competition
- Past winners of the Tour include:
 - Cadel Evans
 - Richie Porte
 - Nathan Haas
- The event forms an important part of the Cycling Australia National Road Series (NRS)
- The NRS is Australia's premier domestic road racing series which operates at various locations across Australia from April to November each year.



2018 TOUR OBJECTIVES

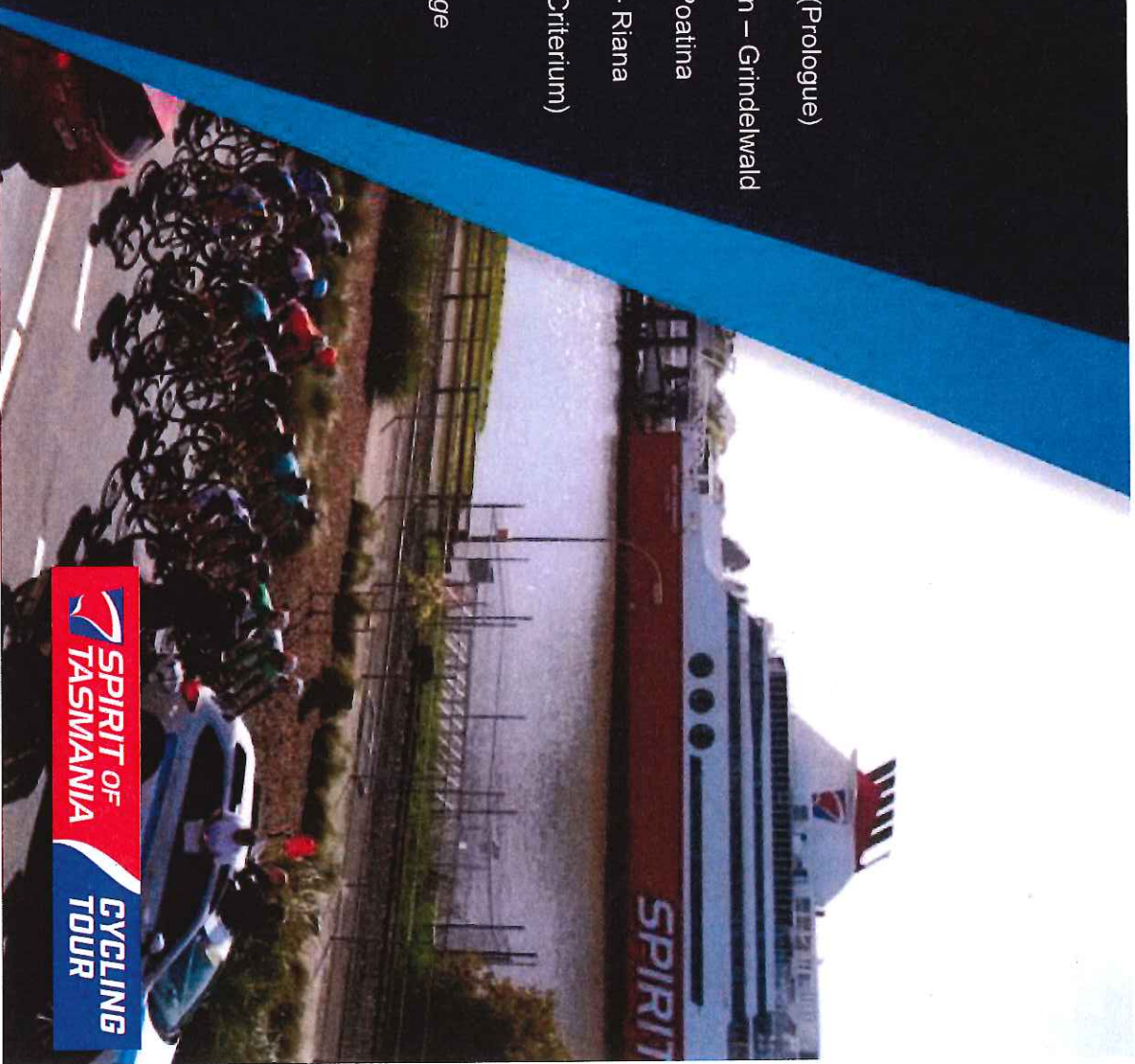
- Development of an inaugural 3 day Women's Tour
- Deliver online streaming of all stages of the 2018 Tour
- To promote the sport of cycling, and its health benefits
- Deliver a best-in-class sporting event
- Use the event to raise the tourism profile of Tasmania and its regions
- Create a positive spectator / fan experience
- Highlight Tasmania as a suitable and ideal region to host a future national cycling event
- Continue to drive community engagement around this great regional event, and grow participation in the community rides



2018 TOUR FORMAT

- Monday 6 November (M) Launceston (Prologue)
- Tuesday 7 November (M) George Town – Grindelwald
- Wednesday 8 November (M&W) Longford – Poatina
- Thursday 9 November (M&W) Ulverstone – Riiana
- Friday 10 November (M&W) Devonport (Criterium)

**Final town locations still TBC, and are still subject to change*



SPIRIT OF TASMANIA CYCLING TOUR

GTR | EVENTS

EVENT MARKETING

- GTR Events has an active plan across all marketing platforms to drive awareness of, and spectators to, the 2018 event.
- Specific promotional material will target:
 - Spirit of Tasmania Cycling Tour website and Facebook, Instagram and Twitter platforms
 - Cycling Australia's communication through their website, database and social channels
 - Local television, radio and newspaper partners.

SOCIAL MEDIA

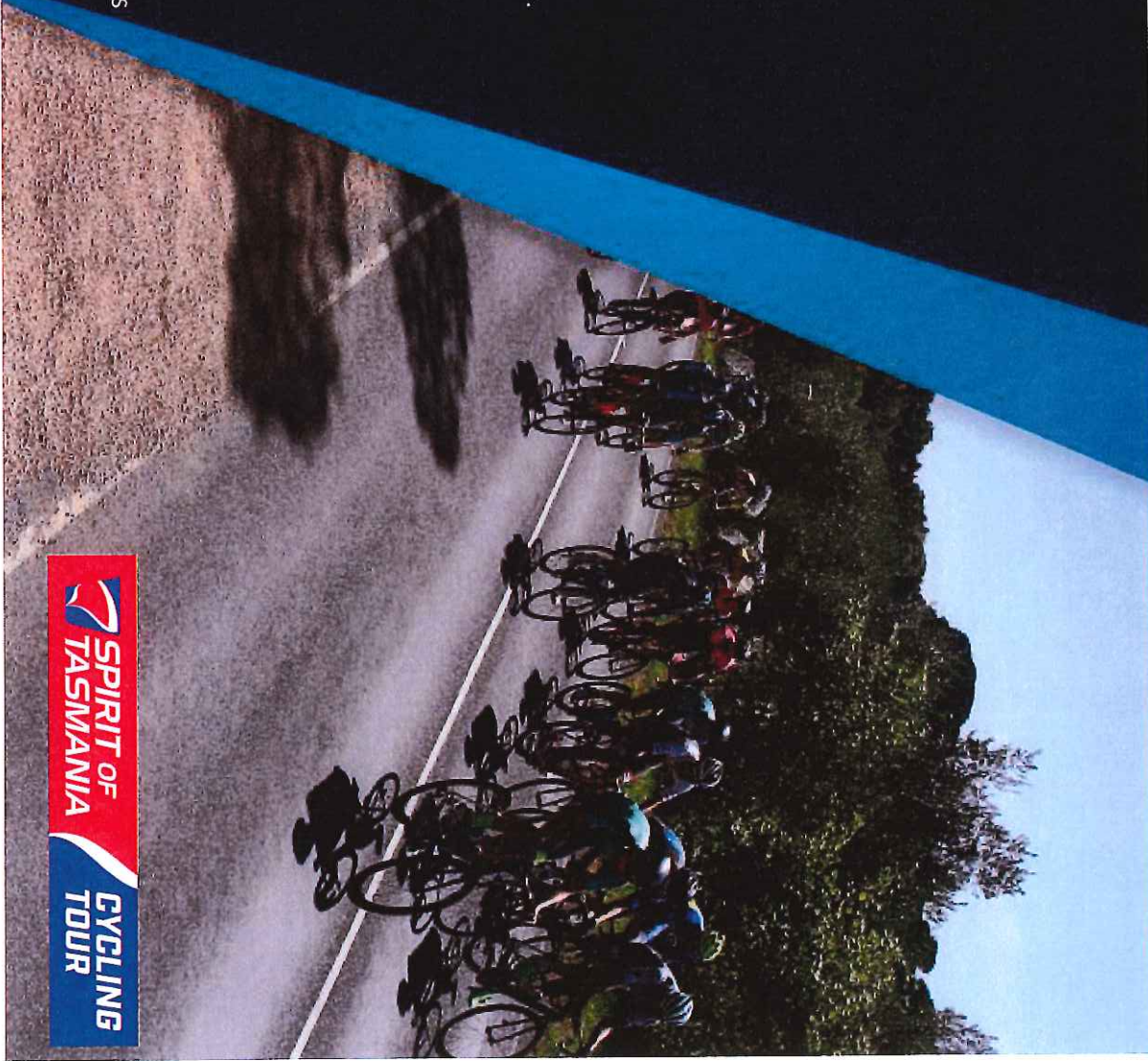
Social media platforms continue to provide a comprehensive benefit to the overall marketing & promotion of the Spirit of Tasmania Cycling Tour.

Results for the 2017 Tour via the Cycling Australia event pages and the Tour of Tasmania pages included;

 173,000 impressions

 344,000 impressions

 19,333 likes



GTR | EVENTS

LIVE STREAMING

- GTR Events in conjunction with Cycling Australia will be streaming all 5 stages of the 2018 Spirit of Tasmania Cycling Tour. This will include the Launceston Prologue.
 - GTR are also looking at a number of high profile cycling platforms through which the event will be hosted, which include SBS Cycling Central Facebook page
 - 2017 Stage 5 – Devonport Criterium Live Streaming Results;
- Total Reach: 73,470**
- Total Views: 9,815**
- Minutes Viewed: 27,200**
- Gender: 77% Men 23% Women**
- Location: Vic 29%, NSW 25%, Qld 15%, Tas 11%**



Host Council Benefits	Stage 2 – Start and Finish Host Council
CONSIDERATION	\$5,000 + GST
Substantial economic impact to Northern Midlands Council through infrastructure course build, travel, fuel, car hire, food and beverage, entertainment, accommodation and supplies	✓
Increases the development of Cycling Tourism in Tasmania and the region	✓
A unique sporting experience that will attract both cycling and non-cycling spectators to enjoy the spectacle of a national sporting event for free	✓
Community activities and school engagement	✓
For the first time ever, the Women's Race will be included in the ToT and will have its first start in Longford	✓
Over 160 athletes across Men's and Women's races	✓
Northern Midlands will be recognised as an official Host Town/Council for the event. This includes:	✓
<ul style="list-style-type: none"> • Signage: Allocation of 15 meters of barrier signage in the start chute and 4 bow flags 	✓
<ul style="list-style-type: none"> • Council Logo on marketing material including posters, EDM, Press Releases, Technical Regulation provided to all teams, media and workforce. 	✓
<ul style="list-style-type: none"> • Event website: Display of logo and tourism information on the event website including weblink 	✓
<ul style="list-style-type: none"> • Broadcast: Council shall receive verbal recognition by way of commentator announcements during the Event and Council Vignettes 	✓
<ul style="list-style-type: none"> • Presentations: Council has the opportunity to have the Council Mayor or representative involved in Stage 2 start line formalities including welcome address 	✓



BRAND POSITIONING ALIGNS STRONGLY WITH THE NORTHERN MIDLANDS COMMUNITY:

LIFESTYLE:

- Cycling Events create a unique opportunity for a town to promote the key advantages and values of the community through the event's media coverage – both traditional and social media – and broadcast of the event

BRANDING:

- The alignment of your council with key cycling events in Australia provides an opportunity to push the agenda of women in sport and a healthy and active lifestyle to your community

ACTIVATION:

- Build event marketing and social media outcomes from key cycling events to increase the profile and awareness of your council

CONVERSION:

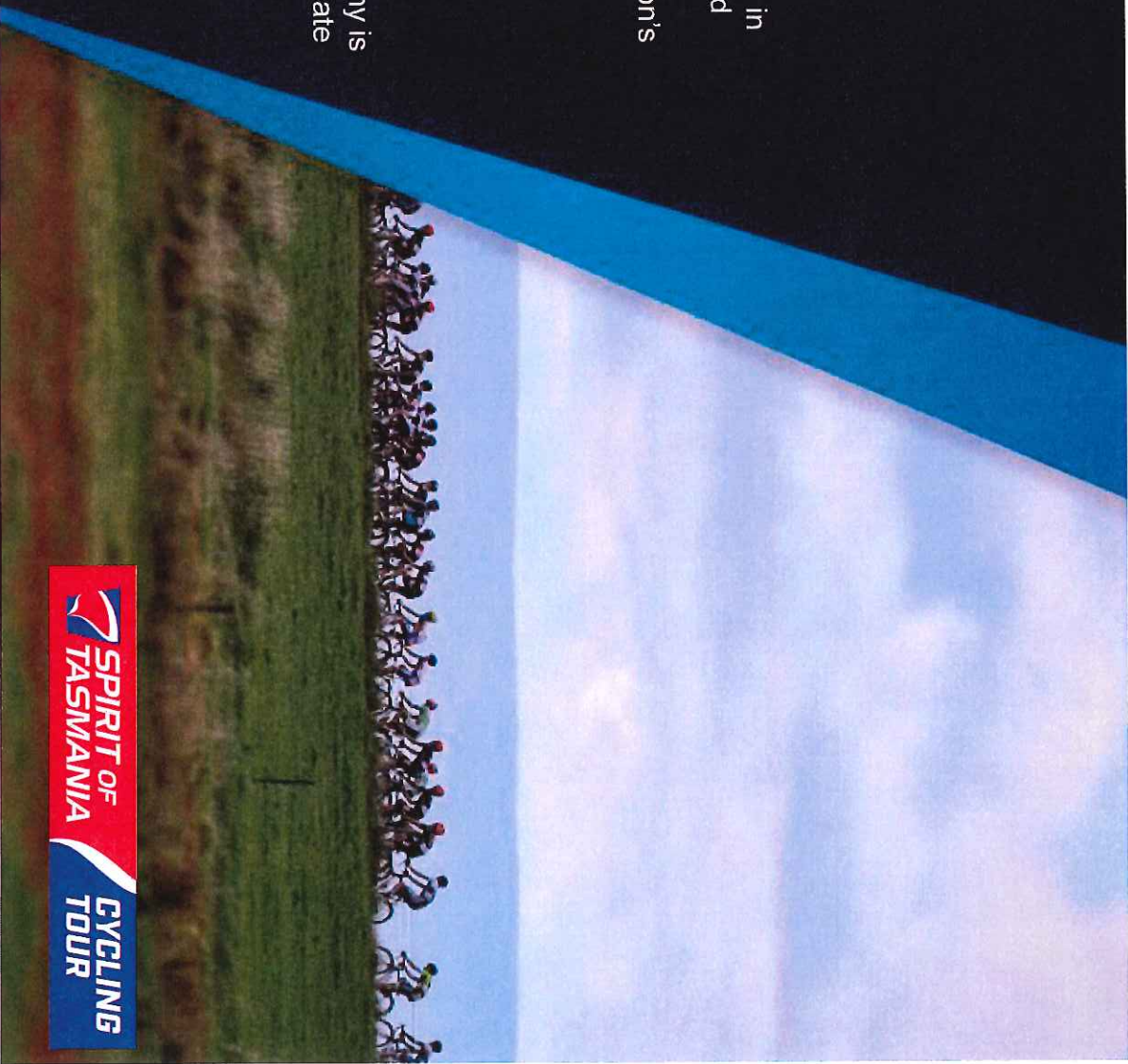
- Event day hype activities, local trader engagement and school engagement programs will foster large community interest, and is in line with Council's Strategic Plan.





ABOUT GTR EVENTS

- A passionate company formed to deliver major sporting and business events across Australia.
- Has established a committed team experienced in the delivery of major events both in Australia and overseas.
- Has formed strong partnerships with organisation's such as:
 - Cycling Australia,
 - Cycling Victoria
 - The Victorian State Government
 - News Limited, and
 - Multiple Sclerosis (MS).
- Whilst the current GTR business model has a strong focus on the sport of cycling, the company is also forming alliances with other sports and private event companies.
- At GTR there is an underlying approach that "anything is possible".





For further information please
contact
GTR Events:

MADDY DICK:
maddy@gtrevents.com.au
M: 0400 625 748

GTR | EVENTS

Policy Name:	Customer Service Charter
Originated Date:	Adopted 5 May 2003 – Min. No. 156/03 (as Policy 46)
Amended Date/s:	Revised 19 December 2005 – Min. No. 427/05 Revised 21 September 2009 – Min. No. 255/09 Revised 28 May 2012 – Min. No. 119/12 Revised 26 May 2014 – Min. No. 118/14 Revised 27 June 2016 – Min. No. 160/16 Endorsed 20 July 2018 – Min. No./18
Applicable Legislation:	Section 339F of the Local Government Act 1993.
Dataworks Reference:	44/001/001
Objective	To advise the service that can be expected from Council, and the procedures that can be taken if you are not satisfied with Council decisions or actions.

OUR COMMITMENT TO YOU

Council aims to provide innovative, efficient, equitable and quality service for **all** the community.

We will deal with our customers in an open, honest and courteous manner and respect their privacy at all times.

Our decision-making processes will be fair and accountable, considering the economic, environmental and social sustainability of any proposed action.

HOW WE CAN WORK TOGETHER

To ensure fast, efficient, quality service we request that our customers:

- promptly report any concerns they have to Council
- provide us with accurate information
- respond to our requests for further information as soon as possible
- treat Council Officers with respect
- make appointments to see Council officers
- respect the privacy, safety and needs of other members of the community.

COUNCIL SERVICES

To support a safe and healthy community Council offers the following services:

- Infrastructure construction and management (roads, footpaths, bridges, parks, reserves, recreation grounds, pools and halls).
- Planning and development assistance and supervision (planning, building and plumbing)
- Environmental health and public safety monitoring (food premises registration, immunisations, fire hazard abatements, animal control, emergency management)
- Promotion and support for economic development, community development and tourism.

IMPROVING OUR SERVICE

Council aims to continually improve its customer service by:

- undertaking regular customer satisfaction surveys
- listening to customer suggestions on how we can improve our services
- providing employee training
- adopting appropriate new technology.

MAKING A COMPLAINT

If you are dissatisfied with a decision of Council, level or quality of service, or behaviour of an employee or agent, you are entitled to make a complaint to the Council.

Complaints should be made directly to the Manager of the Department relevant to the complaint. Please ensure your complaint identifies as simply as possible your issue, providing enough information for Council to investigate the complaint.

In Writing:

Via post: PO Box 156, Longford, Tasmania 7301

Via email: council@nmc.tas.gov.au

Fax: 6397 7331

In Person:

Municipal Office: 13 Smith Street, Longford

(open from 8.30 am to 5.00 pm)

(if you wish to speak to a specific Council officer an appointment is recommended)

Phone

Council Office	Telephone:	6397 7303
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from southern areas (local call)	Telephone:	6391 5566
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Works Depots	Telephone:	6397 7303
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RESPONDING TO A COMPLAINT

The relevant Department Manager will provide a response to your complaint:

- i) in writing, if you have lodged a written complaint; or
- ii) verbally, if your complaint was given in person or over the telephone.

Council will endeavour to respond to your complaint within twenty (20) working days. If a Councillor has submitted a complaint on your behalf we will also endeavour to respond to the Councillor within twenty (20) working days.

Sometimes it is not possible to meet this deadline, e.g. where a complaint is a complex one and Councillors are to be briefed on the outcome of the investigations. In these cases we will endeavour to keep the customer informed of progress.

REVIEW OF THE OUTCOME OF YOUR COMPLAINT

Experience has shown that the majority of complaints will be satisfactorily resolved by the relevant Manager. However, if you are not satisfied with the outcome of your complaint you may request a review of the complaint by Council's General Manager.

A request for a review of the complaint to the General Manager is to be in writing.

The General Manager will inform the customer of the findings on completion of an investigation.

If appropriate the relevant Manager or the General Manager may enter into informal discussions or mediation with you with a view to resolving the complaint.

If you are not happy with the outcome of your complaint or our process in dealing with it, you may contact:

- The Ombudsman located at **Ground Floor, 99 Bathurst Street, NAB House, Level 6, 86 Collins Street**, Hobart 7000.
 - Phone: Free call from landlines in Tasmania 1800 001 170
 - email: ombudsman@ombudsman.tas.gov.au
- Local Government Division, Level 5, 15 Murray Street, Hobart (GPO Box 123, Hobart, 7001)

Phone (03) 6232 7022.

While you are entitled to refer a complaint directly to these bodies at any time, we encourage you to allow the Council to investigate the complaint first.

PERSONAL INFORMATION PROTECTION

Council has a commitment to protection of Personal Information provided by a customer to Council in accordance with the requirements of the *Personal Information Protection Act 2004* and the *Right to Information Act 2009*.

REPORTING

The General Manager is to provide Council with a report at least once a year of the number and nature of complaints received in accordance with section 339F(5) of the *Local Government Act 1993*.

AVAILABILITY

This *Customer Service Charter* is available:

- For public inspection at the Council Office during normal office hours.
- On the Council's website free of charge.
- For purchase from the Council Office.

REVIEW

This *Customer Service Charter* is to be reviewed at least once every two years in accordance with section 339F(4) of the *Local Government Act 1993*.

Policy Name:	Meeting Procedures
Originated Date:	Adopted 23 September 2002 – Min. No: 379/02 (as Policy 32)
Amended Date/s:	Revised 25 January 2010 – Min. No: 15/10 (388/06) Amended 22 March 2010 – Min. No. 69/10 Amended 21 September 2015 and incorporating Recording of Meeting Policy (formerly Policy 51) – Min. No. 253/15 Amended 20 August 2018 – Min. No. .../18
Applicable Legislation:	<i>Local Government Act 1993</i> <i>Local Government (Meeting Procedures) Regulations 2015</i>
Dataworks Reference:	44/001/001
Objective	The objective of this policy is to set Council meeting procedures for the following: <ol style="list-style-type: none"> 1. Public Question Time during Council meetings; 2. Public representations on planning items during Council meetings 3. Petition procedures during Council meetings; 4. Recording of Council meetings; and 5. Appointment of Council Representatives to Committees of Council, or a committee external to Council.

1 INTRODUCTION

The *Local Government Act 1993* and the *Local Government (Meeting Procedures) Regulations 2015* allow for Public Question Time, Public Representations on planning items, Petitions, Recording of Council meetings and the establishment of committees of Council. Whilst the legislation identifies how these processes can occur, there are some lower level procedures required to be set out by Council. This policy stipulates those guidelines.

2 PUBLIC QUESTION TIME

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

Public question time is to commence 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.

3 REPRESENTATIONS ON PLANNING ITEMS

A maximum of 4 persons per item (2 for and 2 against) will be permitted to address Council on a planning item. After the representation has been made, Councillors are permitted to ask questions of a party who has made the representation.

Each speaker is limited to a maximum of 3 minutes.

4 PETITIONS

Part 6, Division 1 (57 – 60A) of the *Local Government Act 1993* refers to the presentation of a petition to Council. Council is to treat any petition received in accordance with the provisions of the *Local Government Act 1993*.

5 RECORDING OF COUNCIL MEETINGS

Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* provides for the audio recording of Council meetings.

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

The purpose of recording meetings of Council is to assist Council officers in the preparation of minutes of proceedings.

The provision of recording of Council meetings in this policy:

- only applies to formal Council meetings (ordinary meetings, special meetings and Annual General meetings);
- does not apply to closed sessions of Council;
- does not apply to Committees of Council;
- The recording will not replace written minutes and a transcript of the recording will not be prepared;
- The recording may be used by Council staff to assist with the preparation of the minutes and by Council during a subsequent meeting within the period that the recording is retained;
- **The minutes of a meeting, once confirmed, prevail over the audio recording of the meeting;**
- The official copy of the recording of a Council meeting is to be retained by Council for at least a period of 6 months from the date of a meeting and deleted after that period has expired.
- If requested, a recording of a Council meeting to be available to Councillors at no cost within 24 hours of the meeting.
- Notices advising that
 - the proceedings of the meeting are to be audio recorded; and
 - the detail relating to the recording of meetings by members of the public are to be on display at each meeting.

A member of the public may only use an audio recorder, or any other recording and/or transmitting device, to record the proceedings of a meeting of Council with the written permission of the General Manager for the express purpose proposed. The Northern Midlands Council reserves the right to revoke such permission at any time.

Unless expressly stated otherwise, Northern Midlands Council claims copyright ownership of the content of recordings of Council meetings ("the Recordings").

The Recordings may not upload, display, print and/or reproduced without the written permission of the General Manager for the express purpose proposed.

The Northern Midlands Council reserves the right to revoke such permission at any time. Apart from uses permitted under the *Copyright Act 1968*, all other rights are reserved.

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

6 APPOINTMENT OF COUNCIL REPRESENTATIVES TO COMMITTEES OF COUNCIL AND OUTSIDE BODIES

Sections 23 and 24 of the *Local Government Act 1993* permit Council to establish council committees or special committees of Council. From time to time Councillors may be invited to represent Council on committees external to Council.

With the exception of appointments made by the Council under any enactment, all representative appointments of the Council to community committees and outside bodies expire at the first Council meeting following every ordinary Council election.

At the first ordinary meeting following a Council election Council is to appoint a Councillor representative to all Council Committees and Special Committees of Council in accordance with the following procedure:

- A list of all Council committees and special committees of Council is to be produced at the ordinary Council meeting;
- Councillors are to nominate which committee/s they wish to be a representative on;
- In the event two or more Councillors nominate for the same committee, all of those Councillors can be appointed as a representative to that committee, except where that committee specifies that there is to be only one Councillor representative, in which case the Councillors are to vote on which Councillor is to be appointed, with the nominee having the least number of votes to be eliminated and this process followed until there is one nominee remaining. In the event there is a tie, the Mayor is to have the casting vote.
- If there is a casual vacancy for a representative appointment made by Council, then the Council is to elect a replacement appointee to fill the vacancy at the earliest available meeting of the Council in accordance with the above procedure.

7 REVIEW

The policy will be reviewed every 2 years or more frequently, if dictated by operational demands or legislative changes.

The policy is to be reviewed by Council within 3 months after an ordinary Council election or more frequently, if dictated by operational demands or legislative changes..

Policy Name:	Use of Northern Midlands Council Logo
Originated Date:	Adopted 19 March 2012 – Min. No.75/12 (as Policy 62)
Amended Date/s:	Amended 21 March 2016 – Min. No. 62/16 Endorsed 20 July 2018 – Min. No./18
Applicable Legislation:	
Dataworks Reference:	44/001/001
Objective	To ensure that Council retains control over the use of its logo; and Council's role in the community is clearly recognised and its image, reputation and brand are protected and enhanced through accurate, consistent and high quality reproduction of its logo.

1. POLICY

Council recognises that it is important to establish a framework for the use of its logo to ensure that Council and its brand are promoted publicly in a consistent and professional manner, minimising Council's exposure to poor publicity through inappropriate use of the Council logo.

Any approved use of the logo will be in accordance with Council's *"Application / Guidelines for the Use of the Northern Midlands Council Logo"*.

Use by external parties

Authorisation for the use of the logo by external parties may be given where a sponsorship, partnership, joint venture or other similar relationship exists. Such authorisation is to be discussed with the General Manager (or his delegate). In such cases, the logo may only be used for the express purpose for which approval was granted and its reproduction must be in accordance with the *"Application / Guidelines for the Use of the Northern Midlands Council Logo"*.

Approval to use the logo in a particular circumstance does not constitute an ongoing right to use.

The logo should be accompanied by a statement identifying the nature of council's involvement or relationship, for example, *'Proudly supported/ sponsored by the Northern Midlands Council'*. Where the logo appears in conjunction with the logos of other external entities, the size of the council logo should be proportionate to its level of investment or support relative to that of other entities involved.

A copy of the proposed use/layout showing the positioning and relativity of the logo must be forwarded to the General Manager (or his delegate) for approval and any deficiencies remedied prior to publication.

The General Manager (or his delegate) should coordinate distribution of the logo to external organisations. This ensures consistency in reproduction and assists in monitoring external use of the logo.

The logo may not be used in any manner by any person or organisation for electoral or other political purposes.

Northern Midlands Council reserves the right to take legal action to prevent or curtail the unauthorised use of its logo.

2. WHO CAN REQUEST TO USE THE LOGO?

Any individual, group, business, community organisation or school that has been supported in the way of in-kind or sponsorship agreements with Northern Midlands Council may request to use the logo by submitting the *"Application / Guidelines for the Use of the Northern Midlands Council Logo"*.

Permission to use the logo does not include any guarantee of sponsorship or support.

3. WHERE CAN THE LOGO BE DISPLAYED?

The Northern Midlands Council logo may be displayed on written correspondence, documents, media publications including television, website and social media advertising, stationery, posters, buildings, billboards and vehicles upon receipt of written approval by the Northern Midlands Council. Displaying of the logo must be in accordance with the *"Guidelines for the Use of the Northern Midlands Council Logo"* and only for the specified period.

4. HOW CAN I REQUEST THE LOGO?

Applications should be made at least four weeks in advance of any specific date for which the use of the logo is requested.

Applicants are required to read the *"Guidelines for the Use of the Northern Midlands Council Logo"* and complete the *"Application for the Use of the Northern Midlands Council Logo"*.

Completed application forms are to be faxed or emailed as per the directions included in the document. A proof of the intended artwork including placement of the logo must be provided for approval by Northern Midlands Council prior to publication or display.

Northern Midlands Council will confirm the terms and conditions of use of the logo in writing.

**APPLICATION / GUIDELINES
FOR USE OF
THE NORTHERN MIDLANDS COUNCIL LOGO**



APPLICATION FOR USE OF LOGO

Please complete this application form and email, fax or post, along with a draft of your promotional material/documentation, to:

Post: Northern Midlands Council
P O Box 156
Longford Tasmania 7301
Fax: (03) 63 977 331; or
email: council@nmc.tas.gov.au

Organisation

Postal address

Postcode

Contact Person

Phone

Fax

Email

Event

Date of Event

Describe briefly the intended use for the logo

**APPLICATION / GUIDELINES
FOR USE OF
THE NORTHERN MIDLANDS COUNCIL LOGO**



I agree to the above terms and conditions

Signature

Name

Date

Office use only

Logo request approved by

Signature

Date

**APPLICATION / GUIDELINES
FOR USE OF
THE NORTHERN MIDLANDS COUNCIL LOGO**



To help us supply you with the correct version of the logo and graphic for use, please select from the options below. The logo will only be supplied in an electronic format via email.

Logo / Format:



JPEG - Monochrome

NORTHERN
MIDLANDS
COUNCIL



JPEG - Colour

NORTHERN
MIDLANDS
COUNCIL



TIFF - Colour

NORTHERN
MIDLANDS
COUNCIL



PNG - Colour (Opaque background)

NORTHERN
MIDLANDS
COUNCIL

1. *I have read, understood and agree to comply with the Terms and Conditions*
2. *The Northern Midlands Council logo is only to be used in promotional material for the event.*
3. *I understand that I must provide a draft copy of any material incorporating the Northern Midlands Council logo to the General Manager (or his delegate) to obtain approval of the design before publication.*
4. *I understand that the Northern Midlands Council logo can only be used in relation to the promotion of the above mentioned event.*
5. *I understand that the Northern Midlands Council logo must not be edited or distorted in any way.*
6. *I understand that the General Manager (or his delegate) has the right to refuse the production and distribution of a design should it be deemed inappropriate or non-compliant with these Terms or Conditions.*
7. *I understand that deviations from these Terms and Conditions are not acceptable unless agreed to in writing by the*

*General Manager
Northern Midlands Council
P O Box 156
Longford Tasmania 7301*

**APPLICATION / GUIDELINES
FOR USE OF
THE NORTHERN MIDLANDS COUNCIL LOGO**



GUIDELINES FOR USE OF LOGO

These guidelines specify the way in which the Northern Midlands Council logo should be used on all promotional material you produce for your initiative.

Throughout this document the term “NMC Logo” refers to the graphics below:



JPEG - Monochrome



TIFF - Colour



JPEG - Colour



PNG - Colour (Opaque background)



WHERE TO USE THE LOGO

The NMC Logo may be applied to all materials produced for your initiative; including signage, invitations, posters, programs, newsletters, advertising, websites, merchandise and brochures once a draft of each has been approved by the Northern Midlands Council.

SIZE AND SCALE

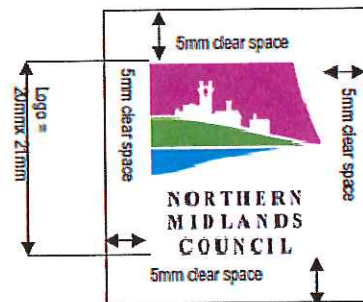
The minimum logo size is 15mm in height.

MINIMUM FIELD

A minimum field should always be observed so any logo has adequate ‘breathing space’, the defined minimum field of the border should be equivalent to 1/4 of the measurement of the logo size allowance on each side of the logo.

No graphics, images included, should encroach upon the field identified. The field identified should always be scaled within proportion to the logo.

Example: the logo on the right is 20mm (height) x 20.3mm (width) a border of 5mm should be allowed on all 4 sides of the logo.



NOTE: not to scale