

Northern Midlands¹⁻⁵⁰ Council Strategic Plan 2021–2027



The Strategic Plan updates the Northern Midlands Strategic Plan 2017-2027 following a review by Councillors, community members and staff.

The plan focusses on the unique elements of the Northern Midlands, an enviable place to live, work and play.

The Plan is based upon four key priorities:

- 1 **Lead:** Serve with honesty, integrity, innovation and pride
- 2 **Progress:** Economic health and wealth – grow and prosper
- 3 **People:** Cultural and society – a vibrant future that respects the past
- 4 **Place:** Nurture our heritage environment

Each priority is supported by four strategic outcomes that describe what Council aims to achieve, and that are consistent with its vision.

Actions and projects to achieve these outcomes will be included in Council’s annual Plan. Performance measures will be included in the Annual Plan to enable Council to track its progress against each of the strategic outcomes.

The Annual Report, which is presented at the Council’s annual general Meeting, will provide the update as to how the strategic outcomes have been achieved throughout the year.

Values

HONESTY	Treat all with honesty, respect and trust.
INTEGRITY	Listen, learn and proactively deliver Council's vision.
INNOVATION	Explore, expand and adapt to achieve a shared vision.
PRIDE	Serve community with pride and energy.

Vision

Northern Midlands is an enviable place to live, work and play. Connected communities enjoy safe, secure lives in beautiful historical towns and villages. Our clean, green agricultural products are globally valued. Local business and industry is strongly innovative and sustainable.

Mission

LEAD AND PROGRESS

Leadership

Serve with honesty, integrity, innovation and pride.

Council is committed to strong advocacy and community collaboration. Living responsibly within our means, through transparent financial planning and governance. Staff culture espouses integrity, honesty and pride.

Progression

Nurture and support economic health and wealth.

Economic health and wealth – grow and prosper.

Our infrastructure growth builds capacity and economic sustainability. We support diverse, innovative, independent business and industry. We thrive with strong collaborative regional partnerships.

PEOPLE AND PLACE

People

Build a vibrant society that respects the past.

Culture and society – a vibrant future that respects the past.

Diverse towns and villages service a rural-based industry. Connectivity challenges are innovatively managed to unite disparate communities. Equitable delivery of quality assets, programs and services supports sustainability.

Place

Nurture our heritage environment.

We cherish the historical heritage of our culture and all its people. It is firmly embedded in planning for the future – an enviable place to live, work and play. We protect our environment and work with business and industry to protect inherent values.

Lead

Serve with honesty, integrity, innovation and pride

LEADERS WITH IMPACT

Strategic outcomes:

- 1.1 Council is connected to the community
- 1.2 Councillors serve with integrity and honesty
- 1.3 Management is efficient, proactive and responsible
- 1.4 Improve community assets responsibly and sustainably

People

Culture and society – a vibrant future that respects the past

SENSE OF PLACE – SUSTAIN, PROTECT, PROGRESS

Strategic outcomes:

- 3.1 Sympathetic design respects historical architecture
- 3.2 Developments enhance existing cultural amenity
- 3.3 Public assets meet future lifestyle challenges
- 3.4 Towns are enviable places to visit, live and work

Progress

Economic health and wealth – grow and prosper

STRATEGIC PROJECT DELIVERY – BUILD CAPACITY FOR A HEALTHY WEALTHY FUTURE

Strategic outcomes:

- 2.1 Strategic, sustainable, infrastructure is progressive
- 2.2 Proactive engagement drives new enterprise
- 2.3 Collaborative partnerships attract key industries
- 2.4 Support and attract wealth-producing business and industry

Place

Nurture our heritage environment

ENVIRONMENT – CHERISH, SUSTAIN OUR LANDSCAPES AND PRESERVE, PROTECT OUR BUILT HERITAGE FOR TOMORROW

Strategic outcomes:

- 4.1 Cherish and sustain our landscape
- 4.2 Meet environmental challenges
- 4.3 Eco-tourism strongly showcases our natural beauties
- 4.4 Our heritage villages and towns are high value assets



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Northern Midlands Council Strategic Plan 2021–2027

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Strategic Plan Schedule

Lead:

Serve with honesty, integrity, innovation and pride

- Annual Budget and Quarterly Reviews
- Asset Management Plan – Annual Review
- Best Business Practice, Governance & Compliance
- Customer Service Standards/Charter
- Elected Members Development & Annual Plans
- Emergency Management Plan (includes Social Recovery Plan)
- Information Technology Upgrade Program
- *Integrated Priority Projects Plan*
- Local Government Reform
- Media & Marketing
- People & Culture Plan
- Workplace Health & Safety Action Plan – Annual Review

Progress:

Economic health and wealth – grow and prosper

- *Ben Lomond – Ski Field Redevelopment & 12-month Tourism Development*
- *Campbell Town CBD Urban Design & Traffic Management Strategy*
- Campbell Town (King Street) Short Term Accommodation Master Plan & Business Case
- *Campbell Town – Town Hall Sale/Lease*
- Economic Development Framework/Master Plan (including Tourism)
- Lake Leake Amenities Upgrade Project
- *Longford Motor Sport Museum*
- Longford Racecourse Master Plan & Area Review
- *Longford Urban Design Strategy*
- Municipal Stormwater Management Plans
- *Municipal Subdivisions Infrastructure Upgrade Program (including Ridgeside Lane)*
- Nile Road Upgrade
- Northern Midlands Rural Processing Centre
- Perth Community & Recreation Centre and Primary School Integrated Master Plan
- Perth Early Learning/Child Care Centre Redevelopment
- *Perth Main Street Upgrade*
- *Perth Sports Precinct & Community Centre Concept Master Plan*
- Perth Structure Plan
- Re-Assign Project
- *TRANSLink Precinct*
- *Underground Power – Evandale, Longford & Perth*

People:

Cultural and society – a vibrant future that respects the past

- Cohesive Communities & Communities at Risk Plan
- Disability Action Plan
- Discrimination Strategy
- Family Violence Strategy
- Longford Community House
- Longford Road Safety Park
- *Municipal Shared Pathways Program (including pathways within & between towns)*
- Positive Ageing Strategy
- Ross Recreation Ground Master Plan
- Supporting Employment Programs
- Supporting Health & Education Programs
- Supporting Sport & Recreation Programs
- *Swimming Pool Strategy – Covering of Campbell Town & Cressy Swimming Pools*
- Youth Strategy
- *Implementation of Final Stages*
 - *Campbell Town War Memorial Oval Precinct Development Plan*
 - *Cressy Recreation Ground Master Plan*
 - *Cressy Swimming Pool Master Plan*
 - *Evandale Morven Park Master Plan*
 - *Longford Recreation Ground Master Plan*

Place:

Nurture our heritage environment

- Climate Change Emergency Strategy & Action Plan
- *Conara Park Upgrade*
- *Cressy Park Redevelopment*
- Honeysuckle Banks, Evandale, Master Plan
- Land Use & Development Strategy
- Longford Expansion Strategy
- Longford Levee Walkway & Viewing Platform
- *Municipal Tree Planting Program*
- Natural Resource Management Program Collaboration
- North Perth Low Density Land Strategy
- Sense of Place Planning – All Villages & Towns
- *Sheepwash Creek WSUD Open Space Corridor & Associated Open Space Plan*
- *South Esk River Parklands Master Plan*
- Tasmanian Planning Scheme Integration
- Waste Management Plan Review
- Weed Managements Strategy & Action Plan – Council Assets

**Items included in Integrated Priority Projects Plan*

COUNCIL'S CCTV PROGRAM AND CODE OF PRACTICE

Originated Date:	Adopted 17 February 2014 – Min. No. 44/14 (as Policy 72)
Amended Date/s:	Reviewed 21 March 2016 – Min. No. 61/16 (adopting Local Business & community Organisations Participation in Council's CCTV Program (adopted 17 February 2014 – Min. No. 44/14 (as Policy 73) Reviewed 20 August 2018 – Min. No. 232/18 Reviewed 16 August 2021
Applicable Legislation:	Tasmanian <i>Personal Information Protection Act 2004</i>
Objective	The objective of Council's CCTV Program is to reduce personal and property crime, deter anti-social behaviour, and promote public safety in association with a range of other crime prevention strategies. The Code of Practice contains standards to guide the operation of the CCTV Program.
Administration:	Governance
Review Cycle/Date:	Within 2 years of adoption. Next review 2023

1 BACKGROUND

Council is committed to taking action to reduce crime and increase public safety in the Northern Midlands. Council's CCTV Program is one of a number of initiatives designed to facilitate greater community safety by preventing and reducing crime. It assists Council and Tasmania Police to work together to help provide a safer environment, reduce criminal and anti-social behaviour levels by deterring potential offenders, and aid in crime detection, apprehension and prosecution of offenders.

2 STRATEGY

The CCTV Program has two key components:

- 2.1 Council purchasing cameras for use in public places and in Council buildings and facilities.
- 2.2 Council providing financial assistance to businesses and community organisations in Northern Midlands towns to assist with the purchase and installation of CCTV cameras that will provide surveillance of their premise's frontage and agreed aspects of the surrounding public area.

The CCTV Program is only one of a range of strategies that Council utilises to prevent or reduce crime and anti-social behaviour. Other strategies include designing out crime through urban environmental design, effective street lighting, access control and signage.

3 POLICY STATEMENT:

The Code of Practice has been developed in consultation with Tasmania Police and complies with:

- Australian Standard Closed Circuit Television (CCTV) AS 4806.1-2006/ AS 4806.2-2006.
- The *Tasmanian Personal Information Protection Act 2004*
- The Tasmanian Crime Prevention and Community Safety Council's "Policing Requirements for Closed Circuit Television".

4 COMPLAINTS

Complaints are to be considered through Council's customer request system.

5 CODE OF PRACTICE: KEY PRINCIPLES

5.1 PRINCIPLE 1: PURPOSE, PRIVACY AND THE PUBLIC INTEREST

The CCTV Program will be operated fairly, within applicable law, and only for the purposes for which it is

established or which are subsequently agreed in accordance with this Code of Practice. The purposes of the CCTV Program are to:

- Assist in reducing personal and property crime levels;
- Assist in the detection and prosecution of offenders;
- Promote a safer and more liveable environment in the Northern Midlands.

The CCTV Program will be operated with due regard to the privacy and civil liberties of individual member of the public, and particularly with a view to minimising false association.

The public interest in the operation of the CCTV Program will be recognised by ensuring the security and integrity of operational procedures.

It must be accepted that CCTV cameras cannot be placed to cover all conceivable areas. Rather, Council will install, or assist with the funding of, cameras at 'priority' locations.

* *the definition of priority locations includes those areas in a Northern Midlands town where there is a recent or regular history of criminal and/or anti-social behaviour.*

Council owned CCTV cameras installed in locations that are later deemed to be non-priority locations, or not assisting Council achieve the objectives of this policy, will be removed and reallocated as required.

5.2 PRINCIPLE 2: OWNERSHIP OF THE PROGRAM, RESPONSIBILITIES AND ACCOUNTABILITY

Council is responsible for compliance with the objectives of the CCTV Program and the protection of the interests of the public in relation to the Program.

Council is accountable for the effective operation and management of the CCTV Program.

5.3 PRINCIPLE 3: PUBLIC INFORMATION AND COMMUNITY CONSULTATION

Council will provide the public with clear and easily accessible information in relation to the CCTV Programs' objectives, operation and outcomes.

Copies of this Code of Practice will be made available to the public at the Council Offices and on the Council's website.

Where appropriate signs advising that CCTV cameras are operating will be conspicuously displayed at the location of the CCTV camera. These signs will clearly:

- Inform the public that the area is under video surveillance;
- Identify Council as the responsible body for the CCTV Program.

5.4 PRINCIPLE 4: INSTALLATION, CONTROL AND OPERATION OF CAMERAS

Council staff responsible for installing CCTV cameras must follow the requirements of the Work Place Health and Safety Act, and AS1657: Fixed platforms, walkways, stairways and ladders.

Information recorded will not exceed that necessary to fulfil the purposes of the CCTV Program, and will be obtained fairly and in accordance with the privacy provisions in this Code of Practice.

Council owned cameras will not be used to look onto adjacent premises, buildings, commercial premises or private residences unless requested by Tasmania Police.

The cameras will only be controlled and operated by authorised Council officers. These officers must act in accordance with the highest standard of probity and must control cameras to record subjects or particular places strictly in accordance with the purposes of the CCTV Program, this Code and applicable legislative requirements.

5.5 PRINCIPLE 5: RETENTION AND ACCESS TO RECORDED MATERIAL

Council owned, and wherever possible – cameras Council provides funding towards - will comply with the

attributes of a good CCTV system as documented in the Tasmanian Crime Prevention and Community Safety Council's "Policing Requirements for Closed Circuit Television".

The retention of, and access to, recorded material will be only for the purposes provided by this Code of Practice and will not be kept any longer than is necessary for the purposes of the CCTV Program. Recorded material no longer required will be disposed of in a manner which protects the privacy of persons identified in the material.

Recorded material will be treated according to all relevant and appropriate legislation and standards.

Subject to the concurrence or request of Tasmania Police, the release of material recorded on Council owned cameras to the media may be referred to Council for approval. Use of recorded material by the media must only occur to gain public information with respect to the identity of a person/s wanted. The recognisable characteristics of other people in the footage must be obscured.

Authorised Council Officers are to access video footage at the request of Tasmania Police and provide Tasmania Police with requested footage. Council Officers providing images to Tasmania Police may be called as witnesses in a court of law, and they must have a thorough understanding of the operation of the CCTV system, how the images were recorded and the process followed to download the images from the camera.

It is acknowledged that only Tasmania Police has the authority to take action to identify and prosecute an offender detected via the Council's CCTV Program.

Council's disciplinary procedures will be activated in the event of unauthorised access to, alteration, disclosure, accidental loss or destruction of recorded material.

Council will generally retain images for not more than 30 days, and they will thereafter be deleted, unless they are required to be retained in relation to the investigation of crime, or for Court proceedings notified to Council, or for ongoing intelligence and investigation.

If in the rare circumstances that IT hardware fails and the current recorded images of up to 30 days are deleted, Council will take all reasonable efforts to repair or replace equipment and retrieve images.

Council retains ownership of and has copyright in all recordings, photographs and documentation relating to the Council owned CCTV system.

5.6 PRINCIPLE 6: EVALUATION OF THE PROGRAM

Evaluation of the CCTV Program will be undertaken **as required** to identify whether the purposes of the Program are being complied with. The evaluation will extend to whether Council's Policy and Code of Practice are being adhered to. **Council will evaluate the CCTV Program at least once every four years.** The evaluation scope and the person/s to perform the evaluation will be agreed by the Council's General Manager and the District Superintendent of Tasmania Police.

At a minimum the evaluation will:

- Identify and report any changes required to the Policy and Code of Practice;
- Recommend actions that will safeguard and enhance the CCTV Program.

5.7 PRINCIPLE 7: COMPLIANCE AND BREACHES OF THE CODE

Responsibility for ensuring the Code of Practice is adhered to rests with the Council. This responsibility includes ensuring breaches of the Code are investigated and remedied to the extent that the breaches of the Code are within the ambit of Council's power to remedy.

Where surveillance is required for the security of employees or Council assets, such surveillance devices will only be used in accordance with Council's Work Health & Safety Policy.

6 GRANTS TO LOCAL BUSINESS AND COMMUNITY ORGANISATIONS PARTICIPATING IN COUNCIL'S CCTV PROGRAM

The rationale behind this Council CCTV Grants Program is that good quality, colour CCTV systems that are well installed and maintained can provide footage of offenders of a quality admissible as evidence in a court of law.

If such evidence is obtained from a poor quality, incorrectly installed, poorly maintained and malfunctioning CCTV system it is highly unlikely to be accepted as evidence in a court of law. Therefore, Council seeks to assist local businesses and community organisations in priority locations to purchase good quality, colour CCTV systems.

Offering a grant encourages community organisations in priority locations to purchase, install and operate high quality, colour CCTV systems to provide surveillance of their premises' frontage and agreed aspects of the surrounding public area.

6.1 AVAILABLE FUNDING:

Council will ~~make an allocation for~~ fund applications to the CCTV Grants Program through the Special Projects annual budget allocation. ~~in each annual budget.~~ Council will fund up to 75% of the cost of purchasing and installing a CCTV system at a business or community organisation's premises; with an upper cap of \$1,000. This is a one-off grant. The CCTV system is owned by the business/community organisation which will be responsible for funding the maintenance, operation and insurance of the CCTV system, as well as any future upgrades/replacement of the system.

If the Grants Program Special Projects allocation is fully committed during a financial year, Council has the option of reviewing the budget allocation and providing further funding into ~~the Grants Program Special Projects,~~ or holding applications for consideration at the commencement of the next financial year.

6.2 APPLICATION PROCESS:

Council will accept completed Grants Program Application Forms from businesses and community organisations in Northern Midlands towns on a rolling basis.

Each application will be assessed by Council Officers in collaboration with Tas Police with selection criteria including:

- Whether there has been a recent or regular history of criminal and/or anti-social behaviour in the public space adjacent to the premises;
- The quality of the proposed CCTV system;
- The applicant's level of commitment to installing, maintaining and operating the CCTV system at a high standard.
- The applicant's level of commitment to meeting all relevant legislation and standards.
- The level of pedestrian traffic flow through the area;

All applicants will be informed in writing of the outcome of their application.

Successful applicants will enter into a Service Agreement with Council.

Unsuccessful applicants have the right of appeal as per the Council's Customer Charter.

7 POLICY REVIEW

This policy shall be reviewed within two years of the date of it being adopted.

ACKNOWLEDGEMENT:

It is acknowledged that this Policy and Code of Practice is based on the Wollongong City Council CCTV Program Policy and Code of Practice.

APPLICATION FORM

1. Name of the business/community organisation:

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2. Address of applicant's premises

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3. Applicant's postal address:

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4. Contact person's Name:

.....

Phone number: Email address:

5. Rationale for installation of CCTV system at the applicant's premises:

.....

.....

6. Preferred CCTV system

- Attach technical specifications
- Attach quote for the purchase and installation of the system

Indicate below how **complianceet** the preferred CCTV system is with the recommendations of the Tasmanian Crime Prevention and Community Safety Council's "Policing Requirements for Closed Circuit Television":

Is it a colour CCTV system? Yes No

Will it operate on a 24hour basis? Yes No

If no: please explain rationale for lesser hours of operation:

.....

Will images be recorded on a DVR? Yes No

Will all recorded images be watermarked with time, date, camera number/ description that recorded the image? Yes No

Can the system generate a copy of the recorded vision? Yes No

Can you supply an uninterrupted power supply to the system? Yes No

7. Provide a plan showing the proposed location of the camera outside your premises

Has this plan been developed in consultation with Tas Police and/or a CCTV consultant?

Yes No

If YES please provide the name and contact details for the personnel consulted

.....

.....

Will the camera be:

- Positioned out of the reach of passers-by? Yes No
- Have an anti-tamper bracket? Yes No
- Positioned to capture facial details of passers-by? Yes No

8. Do you commit to:

- Cleaning the glass front housing of the camera at least monthly Yes No
- Checking the system's date and time against an accurate clock at least monthly Yes No
- Reviewing the vision recorded to ensure images are still being captured with desired view and clarity at least fortnightly Yes No
- Check camera mounting to ensure it is still firmly fixed at least fortnightly Yes No
- Maintaining a written maintenance log Yes No

9. Data Management:

Do you commit to:

- Maintaining the integrity of the recorded vision Yes No
- Ensuring the data cannot be manipulated or changed Yes No
- Ensuring the data is only accessible to authorised persons Yes No
- Developing a Privacy Policy for your business/organisation as required under the Tasmanian Personal Information Protection Act 2004, and appointing a member of staff/ organisation as your Personal Information Protection Officer: the person to have a sound understanding of the Personal Information Protection Act and the ability to convey this knowledge across the business/organisation Yes No

Signed:

Date:

Name:

Designation:

COUNCIL APPROVAL:

Approved: Yes No

Signed:

Date:



NORTHERN MIDLANDS COUNCIL

POLICY MANUAL

Nov 13

REPORTING

Originated Date:	Adopted 20 November 2006 – Min. No. 414/06 (as Policy 50)
Amended Date/s:	Endorsed 14 April 2014 – Min. No. 93/14 Endorsed 27 June 2016 – Min. No. 159/16
Applicable Legislation:	<i>Local Government Act 1993</i>
Objective	To provide Council with relevant information covering external reports sought by Council Officers.
Administration:	Governance
Review Cycle/Date:	Next review 2020. Review every 4 years, next review 2025.

OVERVIEW

Good governance relies on successful working relationships between all parties, an understanding of role differences, and sharing of relevant information. In practice, council members and officers work together in all domains of a council's work. However, for good governance to be practiced the relationships between the various parties, councillors, General Manager and staff, should foster partnership, maturity, a high level of respect and above all, trust.

Communities expect their Councils to be well managed with the efficient and effective provision of services and facilities and the efficient and effective management of assets. If elected members are to provide the necessary assurance to their communities about the performance of the Council, they must be kept appropriately informed of governance issues.

Elected members need access to information on a wide range of subjects. The Local Government Act requires council to

- monitor the implementation of strategic plans and budgets; and
- monitor the application of policies, plans and programs.

The General Manager **needs is** to ensure that elected members have appropriate access to such information to enable appropriate monitoring of these areas.

OBJECTIVES

The Council Reports is are the formal means for providing advice to councillors, giving them relevant data, issues, options and advice that will enable them to consider the matter at hand and make a decision.

Council engages professional staff to advise Council and the professional staff use their knowledge, experience, research and other specialist skills to prepare reports for the council that meet the requirements set out above. Professional staff may, as part of their duties, seek advice and reports from external parties to assist in the implementation of Council's plans, policies and programmes or to prepare for the future or proposed programmes.

This policy has been put in place to ensure a co-operative working relationship between Councillors and management is maintained. These guidelines are designed to assist Councillors receive information necessary for them to fulfil their obligations as councillors, yet enable managers to manage the policies, projects and plans for which they have stewardship and responsibility. It recognises that whilst the Council monitors performance it does not unduly interfere in the day to day operations of Council for which professional staff have been engaged and given responsibility. Tensions often arise when there is inappropriate interference by one element in the role of another.

This Policy is to be read in conjunction with the Council's Communication Policy.

FUNCTIONS:

1. The Council has the following functions:
 - to develop and monitor the implementation of strategic plans and budgets;



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POLICY MANUAL

- to determine and monitor the application of policies, plans and programs;
 - to determine and review the council's resource allocation and expenditure activities;
 - to monitor the manner in which services are provided by the Council.
2. The General Manager has the following functions:
- to implement the decisions, policies, plans and programs of the Council;
 - to be responsible for the day-to-day operations and affairs of the Council;
 - to provide advice and reports to the council on the exercise and performance of its powers and functions and any other matter requested by the council;
 - to liaise with the mayor on the affairs of the council and the performance of its functions; and
 - provide leadership to staff under his or her management
 - appoint staff, including senior managers to manage the implementation of decisions, policies, plans and programs of the council;
 - seek appropriate professional advice and reports as are required to fulfil the obligations of the position and ensure the policies, plans and programs of the Council are carried out or to plan or prepare for the future.
3. Senior Management have the following functions:
- provide leadership to staff under their management,
 - ensure that the Department meets its requirements and targets under the Council's **Operating Annual Plan** and Strategic Plan.
 - manage the staff within the Business Unit.
 - participate as a member of the senior management team in the planning and implementation of Council's corporate objectives.
 - ensure that all matters are carried out in accordance with policy and within budgetary constraints.
 - prepare briefs and reports on issues related to their department either for internal or external use.
 - manage and co-ordinate their area of responsibility within the Council,
 - attend Council meetings, Committee meetings and other meetings as required and prepare reports arising out of recommendations by Council.
 - make recommendations to the General Manager on relevant policies and ensure that all relevant policies are adhered to and understood within the appropriate section of the Business Unit.
 - comply with Council's policies and procedures.
 - seek appropriate professional advice and reports as are required to fulfil the obligations of the position and ensure the policies, plans and programs of the Council are carried out or to plan or prepare for the future.

PROCEDURES

1. Subject to the provisions below, the General Manager shall ensure that Councillors are given access to all information necessary for them to properly perform their functions and fulfil their responsibilities as elected members.
2. Professional staff shall, where appropriate, seek advice and reports from external parties to assist in carrying out the requirements of their position and the undertaking of programmes and policies.
3. Budgets for specific projects or programmes will include an amount for external consultancy if required to undertake the project.
4. Correspondence received by Council which is generated by or from Government or Statutory sources which falls within the scope of the functions of Councillors, shall be provided to Councillors in a timely manner.
4. The General Manager shall provide a weekly briefing report to Council which shall include:
 - a) A list of reports sought by Council officers where the report is not a report required for operational purposes.
 - b) A list of reports received by Council.

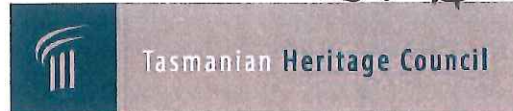


NORTHERN MIDLANDS COUNCIL POLICY MANUAL

5. Council will be advised of the nature of the reports obtained for a particular programme or project and **its the** cost when the final report on the project or programme is provided to Council.
6. Any advice or report concerning staffing or employment matters will not be disclosed to Council unless in the opinion of the General Manager such disclosure is necessary.
7. Reports should be accurate and professional.

These guidelines

- **are have been put** in place to ensure a co-operative working relationship between Council, **the General Manager** and senior managers is maintained.
- **These guidelines** are designed to assist Council to receive appropriate and timely reporting on the implementation and progress of its policies, plans and programs.
- **These guidelines** are **also** designed to assist the General Manager and senior managers in fulfilling their obligations as employees of the Council.



FACT SHEET

MEMBERSHIP OF THE TASMANIAN HERITAGE COUNCIL

Tasmanian Heritage Council

The Heritage Council is a 15-member statutory body appointed by the Government to implement the *Historic Cultural Heritage Act 1995 (the Act)*. Membership comprises a Chairperson, members with technical expertise and representatives of specific community organisations, as specified in the Act.

The current Chairperson is Ms Brett Torossi.

The Heritage Council's role is to promote the identification, assessment, protection and conservation of places of historic cultural heritage significance to Tasmania. It does this by entering places of State significance to the Tasmanian Heritage Register and applying a development control process to protect their historic heritage values.

The Heritage Council has broad functions and powers, outlined in Section 7 of the Act, and uses a Strategic Plan to prioritise and guide its work in these areas.

Membership

Membership of the Heritage Council is usually for a term of up to three-years.

It meets for half a day on the third Wednesday of every second month, and according to need. When required, it may conduct some business out-of-session, via email.

Most meetings are held in Hobart, with one meeting usually also held in a regional area each year. Reimbursement of reasonable travel expenses can be made.

Members receive an annual sitting fee (paid fortnightly) in accordance with a Department of Premier and Cabinet (DPAC) Sizing Statement for the Heritage Council.

Vacancies that arise on the Heritage Council are usually filled in one of two ways: i) representative bodies are asked to nominate up to three candidates who are interested and they consider are suitable to fill the vacancy; and ii) vacancies for all other positions are usually advertised in Tasmania's three regional newspapers.

Those interested are asked to provide a *curriculum vitae* that provides two referees and a statement outlining knowledge, skills or experience of relevance to the position, including previous experience in contemporary governance and statutory decision-making.

For further information you can go to www.heritage.tas.gov.au or contact Felicity Britten (Executive Officer) or Andrew Roberts (Director) at Heritage Tasmania on 1300 850 332.



**Local Government Representation Statement
in Support of Nomination for
Tasmanian heritage Council**

Name of Nominee

Council

Address

Phone

Email

Please provide a short statement in support of your nomination which describes your interest in the role and your capacity to meet the requirements of the role as specified in the terms of reference and/or criteria supplied and noting any relevant qualifications and experience.

Signature

Date

**Do you currently hold other positions as a representative of Local Government?
Please detail.**

This form will be submitted to the Local Government Association of Tasmania General Management Committee and a copy will be kept in the Association records system.

Authorised LGAT officers will have access to information provided.

Support staff for General Management Committee members may have access to the details in this form.