

2024-02-19 OPEN COUNCIL MEETING ATTACHMENTS

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NORTHERN
MIDLANDS
COUNCIL

BICYCLE ADVISORY COMMITTEE

MEETING 6

MINUTES

WEDNESDAY, 06 DECEMBER 2023

COMMENCING AT 4:00 PM AT THE

COUNCIL CHAMBERS

13 SMITH STREET, LONGFORD

1 ATTENDANCE & MINUTES OF PREVIOUS MEETING

1.1 Members

Cr Lambert
Mr Cullimore
Mr Aalbregt
Mr Cocker
Mr Mackinnon

1.2 Apologies

Mr Atkinson

1.3 Minutes of Previous Meeting

Minutes of previous meeting No. 5

*Moved Mr Cullimore/ Mr Aalbregt
Passed unanimously*

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

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

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

Local Government Act 1993, Part 5 - Pecuniary Interests

48. Declaration of pecuniary interest by councillor

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

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

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

Penalty: Fine not exceeding 50 penalty units.

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

Penalty: Fine not exceeding 20 penalty units.

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

Penalty: Fine not exceeding 20 penalty units.

(5) The general manager is to –

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

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

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

48A. Declaration of pecuniary interest by member

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

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Penalty: Fine not exceeding 20 penalty units.

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

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

3 COMMITTEE ESTABLISHMENT & APPOINTMENTS

3.1 Committee Establishment

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

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

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

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

At the Council Meeting of the 28th November 2022 Minute reference 22/390 the following Councillors were appointed

- Councillors Lambert and McCullagh

3.2 Purpose & Roles And Responsibilities

The Terms of Reference has identified the following:

Purpose:

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

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

Roles & Responsibilities

The Committee is empowered to do the following:

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

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

3.3 Meeting Schedule

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

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

The following schedule of dates has been identified for 2024 calendar year:

- Resolved to have the bicycle committee meet on the following times in 2024
 - January 3rd
 - February 7th
 - March 6th
 - April 3rd
 - May 1st

4 NEW BUSINESS

4.1 Longford Main Street

Motion 1

That the letter and accompanying information received from the Bicycle network be submitted to council for implementation in any planning & redesign of the Longford Main Street redevelopment. Attachment No. 1

*Moved Colin Cocker
2nd Eric Aalbregt
Unanimously passed.*

Motion 2

Review and resubmit all previous information for consideration by council regarding the redesigning and planning for the Longford Main Street redevelopment.

*Moved Eric Aalbregt
2nd Tony Cullimore
Passed unanimously.*

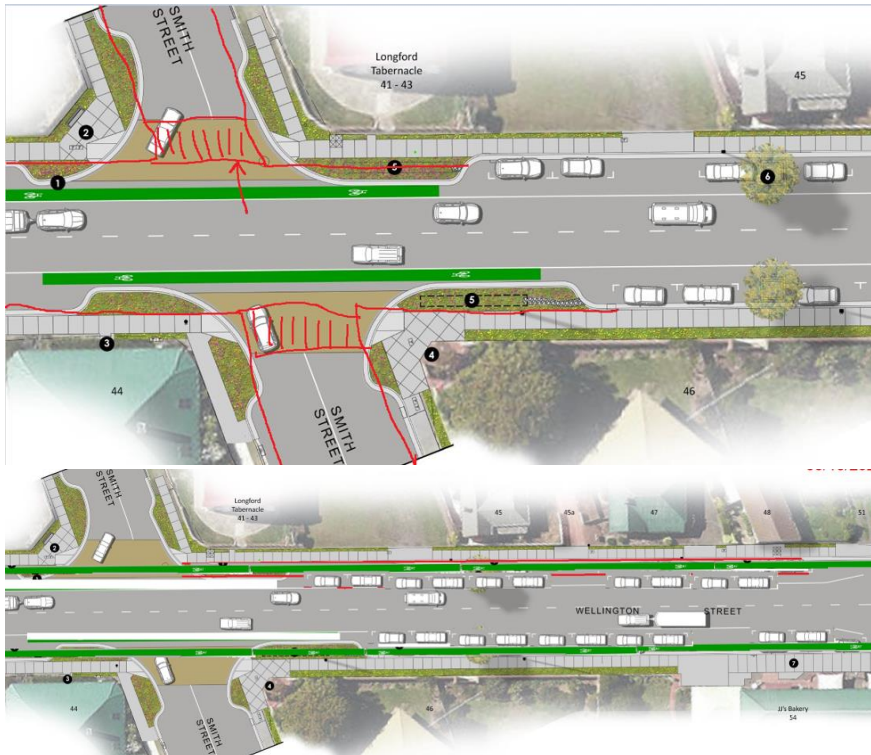
Motion 3

That the bicycle Committee requires the redesign of any proposed bicycle treatment of the Longford Main Street be submitted to and approved by the bicycle committee prior to the final submission to council.

*Moved Hugh MacKinnon
2nd Tony Cullimore
Passed Unanimously*

Please see below information and images for consideration/discussion for the Longford Main Street

- Raised/table crossings (wombat crossings when pedestrian marked)
- Best practice
- Cycle route
- Kerb extensions
- Other users



Resolved to defer conversation regarding the five dot points listed until the next meeting.
 Colin cocker agreed with Trent about not wanting to take young children through the main street on bikes.
 Vic & NSW outlawed pinch points at least ten years ago. Colin mentioned this months ago and is upset this seems not to be passed onto council for consideration.
 Committee members committed to find examples of wombat crossings, - photograph and bring back to the committee for consideration.

4.2 Inclusion of Devon Hills bicycle treatments into the priorities list

Committee members to onside/include Deveon hills bicycle treatments into the priorities list.
Please see attached Priorities list for reference.

Moved Hugh MacKinnon

2nd Eric Aalbregt

Passed unanimously to have the Devon Hills bicycle treatments included into the priority number 5. In and around Perth.

5 Discussion Items

- Bike parking facilities at key areas on bikes routes (Eric)
 - Shopping areas
 - Parks
 - Key Buildings

Discussion

Where do bikers park in any of the three key areas mentioned.

The committee would like to have council consider these issues when planning for key areas in our towns. E.G. key areas to include lockable bike stands.

Look at other towns and cities to see what they are doing.

- Update on grant funding streams for shared pathways (Trent)
Carry over to future meeting.

General Business

Hugh MacKinnon mentioned a meeting between State Growth and Council regarding access for bikers over the river. MacKinnon's farm etc. will be most impacted and holds grave concerns about any suggestions which include his farm.

However, Hugh would prefer the old bridge and up Tannery Road suggestion and will support this idea. Eric Aalbregt supported Hugh's comments.

CLOSURE & NEXT MEETING

The Chairperson closed the meeting at 4:55pm.

The next meeting to be held at the Council Chambers on 3rd January at 4:00pm

Attachment No. 1

Letter (email) from Bicycle advisory Committee member and Bicycle Network Tasmania

Yes, I listened to the meeting and put a post about it on our Facebook page and it will go in our email newsletter tomorrow night.

The councillors wanted to ensure the council actually consulted on the final designs but because of process they couldn't just put it on hold. The council had to have a reason for rejecting the plans so they chose to object to it on heritage grounds but there really wasn't a reason. There's no problem putting bike lanes on a road in a heritage area.

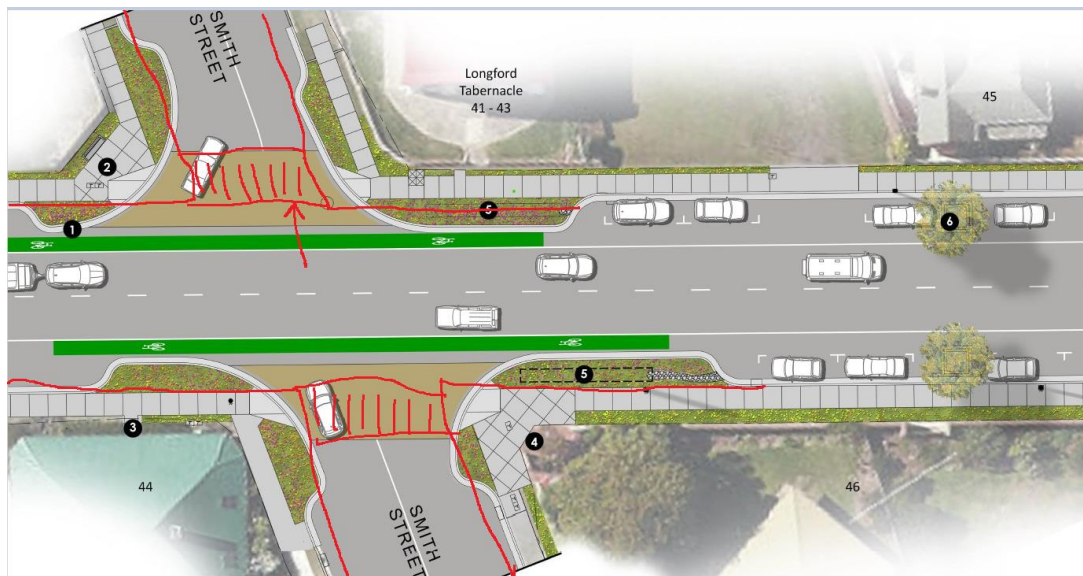
I think the problem with these plans has always been the kerb extensions. It's an old-fashioned way of dealing with pedestrian safety but there are now more modern ways of providing safe crossings. These are what are called raised/table crossings and when there is a marked crossing they are called wombat crossings.



There is a road safety benefit too of ensuring the intersections of side streets are “squared off” to allow better sightlines for pedestrians and to slow vehicles turning in and out of them.

The current side street entrances are curved to allow faster turning of vehicles, but the footpath could be built out on these and a raised crossing put over the side street which wouldn't affect cycling and heavy vehicles but would slow traffic and make pedestrians feel safer.

E.g.



Also, best practice is to put cycling lanes alongside the footpath rather than wedged between parked cars and moving traffic so that could be raised.



I think the bike committee need to decide where they want their main route through town – do they fight for a route down Wellington Street or choose another route with side street connections to Wellington Street?



TAS:

210 Collins St Hobart 7000



NORTHERN
MIDLANDS
COUNCIL

BICYCLE ADVISORY COMMITTEE

MEETING 7

MINUTES

WEDNESDAY, 24TH JANUARY 2024

COMMENCING AT 4:00 PM AT THE

COUNCIL CHAMBERS

13 SMITH STREET, LONGFORD

1 ATTENDANCE & MINUTES OF PREVIOUS MEETING

1.1 Members

Cr Lambert
Mr Cullimore
Mr Aalbregt
Mr Cocker
Mr Atkinson

1.2 Apologies

Mr Miller
Mr Mackinnon

1.3 Minutes of Previous Meeting

[Minutes of previous meeting No. 6](#)

Clarification was required on the below prior to finalising the minutes:

Devon Hills Shared pathways to be included in the priorities No.5 In and around Perth

[Longford Main Street](#)

- Motion 1 to include letter (email correspondence from Committee Member and Bicycle Network Tasmania)
- Motion 2 to be carried over until next meeting
- Motion 3 as per minute taken

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 - April 3rd
 - May 1st

4 NEW BUSINESS

4.1 Longford Main Street

1. Please see attached proposal for the Longford Main Street
 - Changes to Wellington Street, Longford V2. 2/1/2024

Committee discussed the above proposal, Committee did not agree on all items and agreed to go through the PowerPoint presentation and circulated the Guide to traffic management Part 8 (Local Area Traffic Management). Table all relevant documentation for March meeting.

2. PowerPoint presentation and Guide to Traffic Management Part 8 (Local Area Traffic management)
Presentation attached to minutes.

5 Discussion Items

General Business

Mr Burston submitted his resignation and wishes the committee well.

William Street Pedestrian bridge in Perth – Why can't something like this be proposed across the river at Longford in a suitable location that can withstand flood waters. Attachment included in minutes.

Longford bypass – Why can't this happen, increased traffic, only going to get worse, no advantage of heavy vehicles and farm machinery going down the Main Street.

Committee members missing meetings. Bring back to the next meeting with relevant information.

Longford Main Street – Pedestrian priority crossings with flashing lights etc. why cant this be implemented

Cars Parking on yellow lines on the corner of Archer and Wellington Street Longford.

CLOSURE & NEXT MEETING

The Chairperson closed the meeting at 5:14pm.

The next meeting to be held at the Council Chambers on 6th March at 4:00pm

Fw:

[REDACTED]
Fri 2023 [REDACTED]

To: [REDACTED]

From: [REDACTED]

Sent: Friday [REDACTED]

To: [REDACTED]

Subject:



William Street Bridge, Perth



NORTHERN MIDLANDS COUNCIL

Presentation to: Bicycle Advisory Committee Meeting No 7

Longford Bicycle Pathways

24/01/2024



NUMBER LEGEND

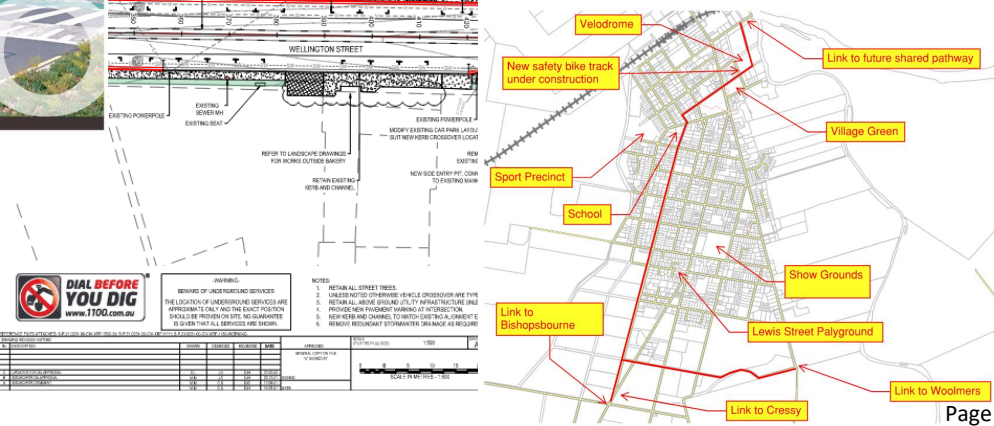
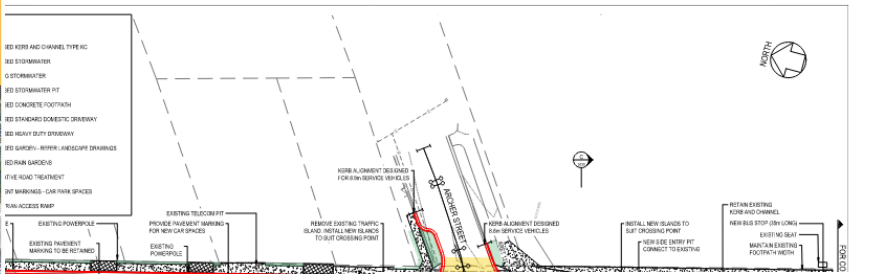
- The new kerb delineation provides a separation between the road and footpaths, as well as the additional planting and street furniture, which will be provided along Wellington Street.
- Match patterns within the concrete surface highlight the corner cast.
- Assement barriers with heavy duty gullies to prevent larger vehicles from entering the station area.
- Existing bus stop to be retained.
- Rain gullies within the site on stormwater run-off surface to flow to in.
- The existing and new gullies to be retained and replaced with new gullies.
- Existing street trees to be retained.
- Existing shops to be retained.

PLANT SCHEDULE

BOTANICAL NAME	COMMON NAME	PLANT
Dracaena fragrans	Drumstick	2 x 1m

Guide to Traffic Management Part 8 Local Area Traffic Management

Austrroads



DIAL BEFORE YOU DIG
www.1100.com.au

WARNING:
THE LOCATION OF UNDERGROUND SERVICES ARE APPROXIMATE ONLY AND THE EXACT POSITION SHOULD BE PROVIDED ON SITE. NO GUARANTEE IS GIVEN THAT ALL SERVICES ARE SHOWN.

NOTES:

- RETAIN ALL STREET TREES.
- RETAIN ALL ABOVE GROUND UTILITY INFRASTRUCTURE UNLESS OTHERWISE SPECIFIED OTHERWISE.
- PROVIDE NEW FOOTPATH TYPING AT INTERSECTION.
- NEW KERB AND CHANNEL TO MATCH EXISTING AT CORNER.
- REINFORCE EXISTING FOOTPATH SURFACE AS REQUIRED.



Longford

Contents/Agenda:

- 1. Longford Main Street - Existing Streetscape Images**
- 2. Bicycle Pathway Route**
- 3. Endorsed Maps for Longford – Bicycle Treatments**
- 4. Example Bicycle Network for Longford**
- 5. User Groups and Interested Parties**
- 6. Cyclists Groups**
- 7. Truck Items**
- 8. Longford Main Street Design - Items that were taken into consideration**
- 9. Alternative Concepts for Longford Main Street**
- 10. Comments Previously Sent Regarding Alternative Concepts**
- 11. Guide to Traffic Management Part 8 – Local Area Traffic Management, Austroads**
- 12. Wellington Street Side Road Traffic Counts**



Existing: Look South from Union Street





Existing: Aerial – Looking South from Mason Street





Existing: Looking South from Smith Street





Existing: Looking South from Archer Street





Street Trees Between Mason & Smith Street





Wellington/Smith Street Tree & Traffic Island





Looking Towards JJ's From Lyttleton Street





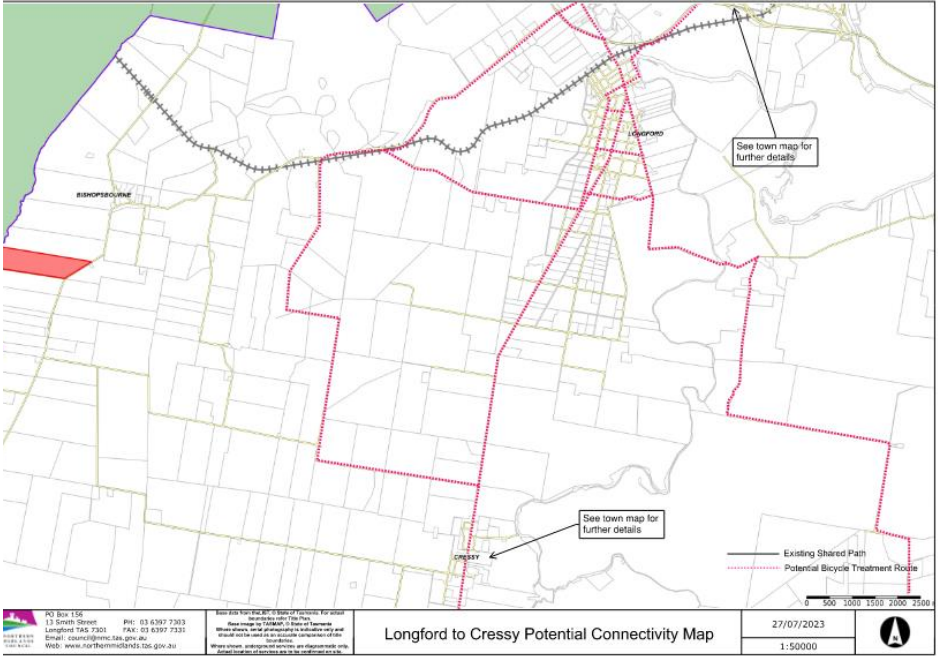
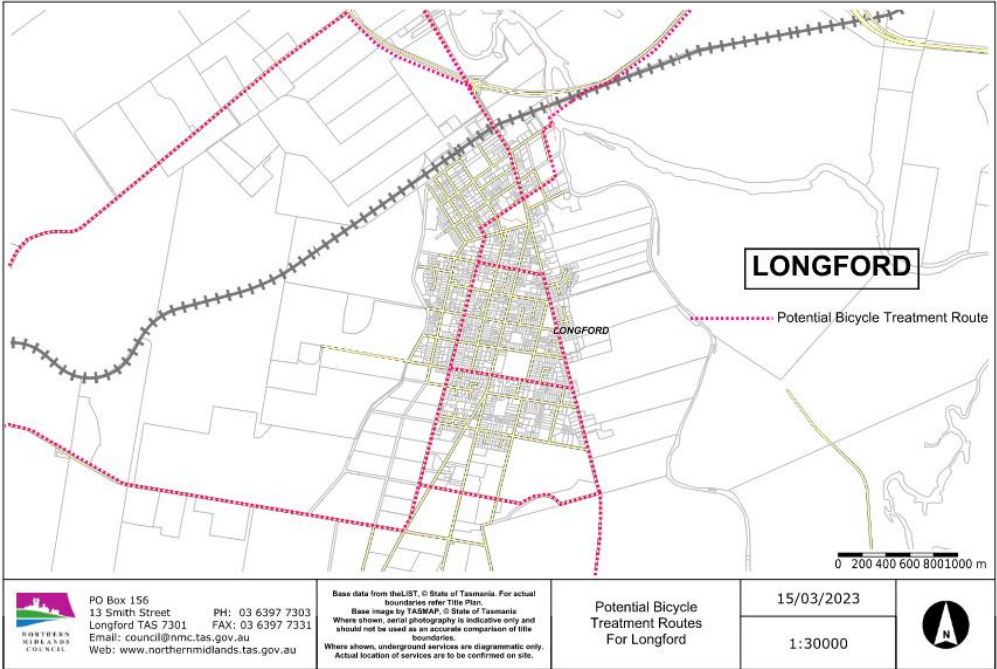
Bicycle Pathway Route

Should the Bicycle advisory Committee select a main route rather than have multiple options?

I think the bike committee need to decide where they want their main route through town – do they fight for a route down Wellington Street or choose another route with side street connections to Wellington Street?

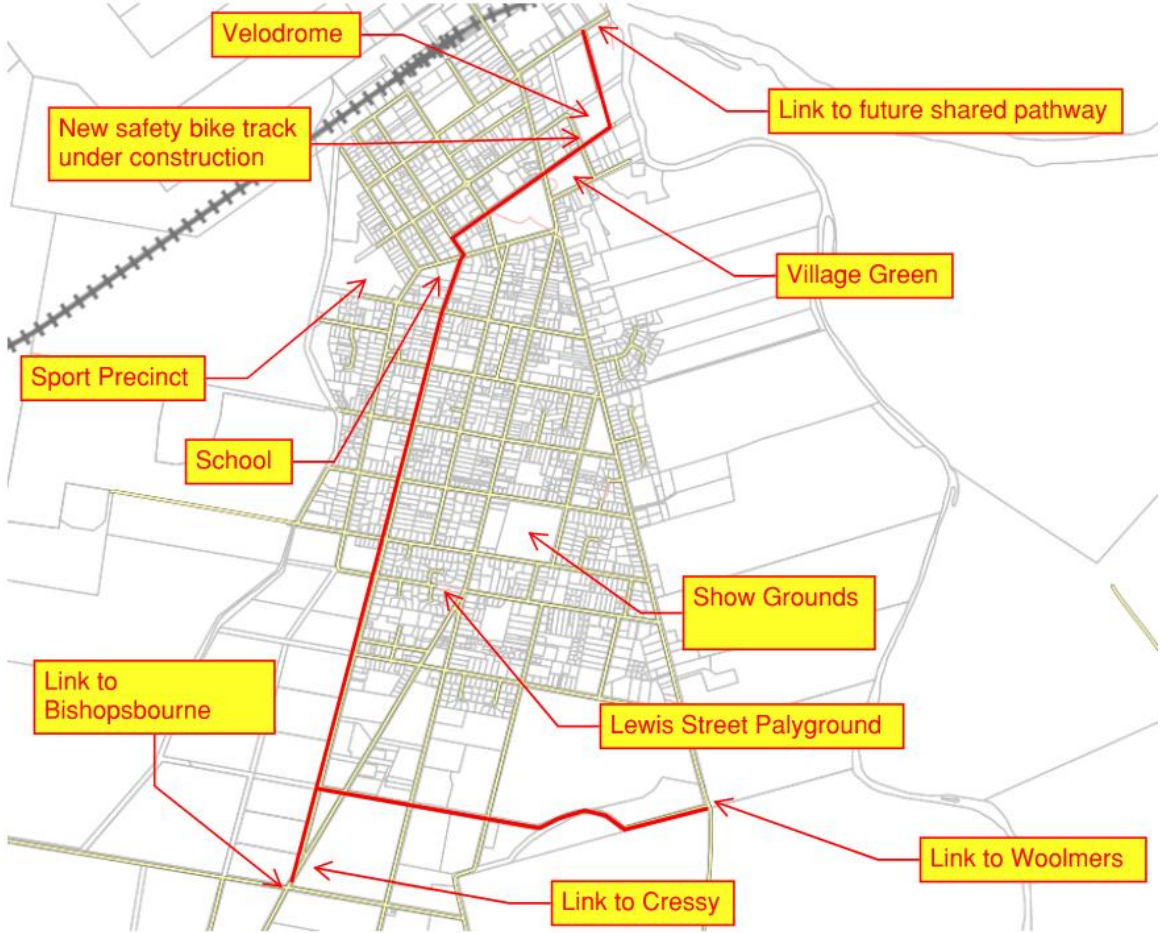


Endorsed Maps for Longford – Bicycle Treatments





Example Bike Path For Longford





User Groups and Interested Parties

1. Cyclists (See next page for further information)

- a. No way, no how
- b. Interested but concerned
- c. Enthused and confident
- d. Strong & Fearless

2. Domestic Vehicles

3. Commercial Vehicles

4. Agricultural Vehicles

5. Pedestrians

6. Heritage/Aesthetics

7. Tree

8. Safety

9. Services

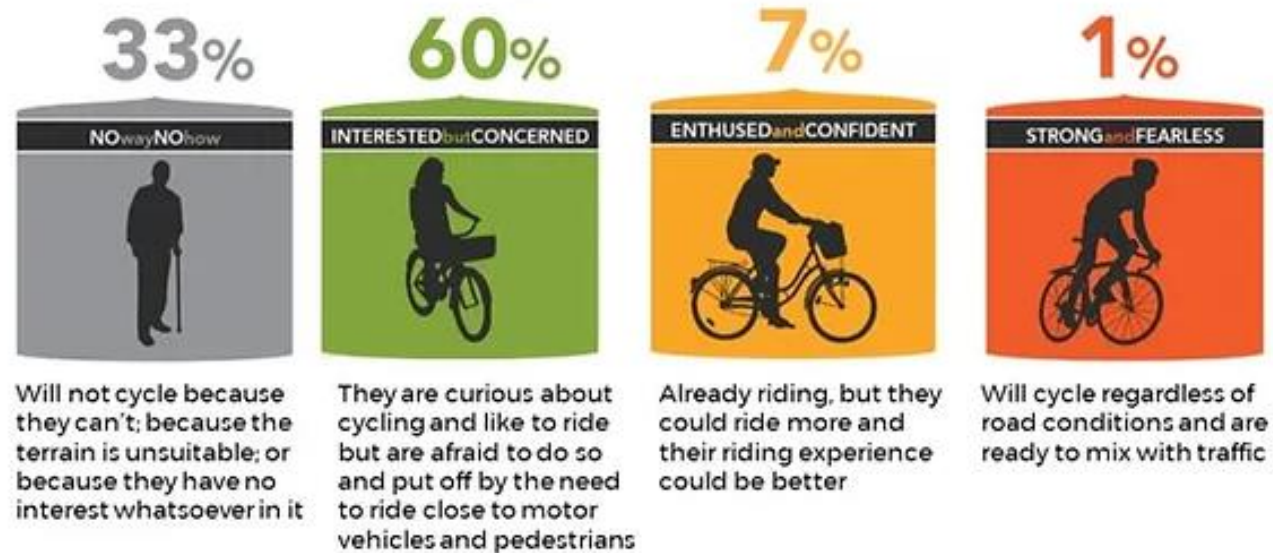
- a. TasNetworks - Overhead Power
- b. TasWater - Sewer
- c. TasWater - Water
- d. Council - Stormwater
- e. Communications – Telstra & NBN



Cyclists Groups Explained

Cyclists:

- a. No way, No how
- b. Interested but concerned
- c. Enthused and confident
- d. Strong and Fearless



Source:

[Level of Traffic Stress - an Australian approach \(pedbiketrams.com\)](https://pedbiketrams.com)



Longford

Truck Items:

1. Remove outstands in front of pub on union street corner
2. Don't take car spots up
3. Rest areas for truck drivers
4. State Growth toilet at Longford (truck stop area)
5. Truck parking adjacent from Lyttleton Street
6. Prefer road to have no Street trees or outstands



Longford Main Street Design – Items that were taken into consideration

- Safety
- Existing Street trees to remain
- Existing underground assets
- Stormwater system and how does the proposal integrate with it
- Pedestrian safety
- Side Street angels to Main Road
- Cycle lanes
- Beautification
- Existing road widths (these vary along the road)
- Large vehicles/farm machinery
- Department of State Growth (the main road is theirs and Council maintains the sides)
- Side road traffic count and types of vehicles
- Rectification of existing infrastructure
- Residences



Alternative Concepts For Longford Main Street



Alternatives provided by Committee member and Bicycle Network Advisor



Comments Previously Sent Regarding Alternative Concepts

I will provide some additional information for all below and I have attached Austroad Guide To traffic management Part 8 - Local Area Traffic Management for some light reading (page 66 onwards)

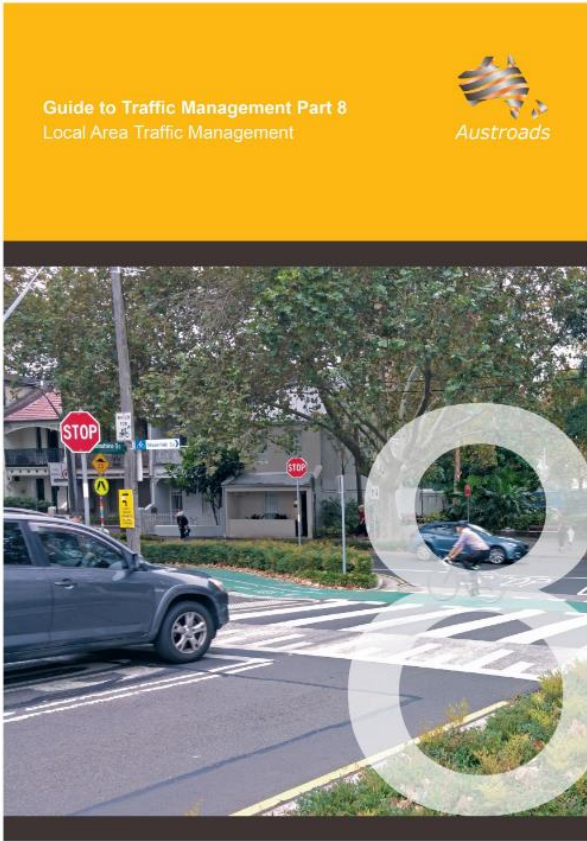
- **Kerb Extensions** – They may well be old fashioned, they do however provide traffic calming, reduce the distance for pedestrians to cross and provide an area for gardens/beatification/signage
- **Raised Taper Crossing/Wombat crossing** – They are a good option and provide safety for all and don't disagree with Alison and Colins comments, in conjunction with kerb extensions can increase the effectiveness also (page 77 of the attached Guide). Unfortunately, all our side streets that meet that the Main Road in that proposed development are at angles and this provides additional issue with these, overcoming these issue would be raised pavements (page 80 of the attached Guide), having these on a artillery road (Main Road) would prevent another lot of issues/approval to address. Placing any raised pavement prevents the path of stormwater and this needs to be taken into consideration when planning also.
- **Cycling lanes beside the footpath** – Separated bike paths to the road is arguably the second best type of bike path/cycling lane and agree with Alisons comments of best practice (off road bike path/cycling lane is arguably the best option), however in that proposed development that would take out all the existing Street trees and not give the large vehicles/farm machinery additional space to avoid an obstruction (Tasmania road rules section 158)
- **I think the bike committee need to decide where they want their main route through town – do they fight for a route down Wellington Street or choose another route with side street connections to Wellington Street?** – The Committee endorsed all the town maps at its last meeting and included was the Main Street. Members of the committee had different needs/wants and opinions but as Committee that was the chosen Route.

some good ideas for consideration and the designers/engineers and myself have thought this through methodically when trying to put everything together. No matter what treatment/design element you pick they all have disadvantage associated with them, no one design fits all as that is clearly highlighted in the Austroads Guides.



Guide to Traffic Management Part 8 - Local Area Traffic Management Austroads

Please see separate document





Traffic Count

NORTHERN MIDLANDS COUNCIL

WELLINGTON ST SIDE ROADS TRAFFIC COUNT REPORT

SPEED MATRIX

Daniel Stearnes
9-29-2022



SUMMARY

[Ausroads Classification for Vehicles \(Appendix B\)](#)

TABLE 1.1

*Duration is over a 7-day period

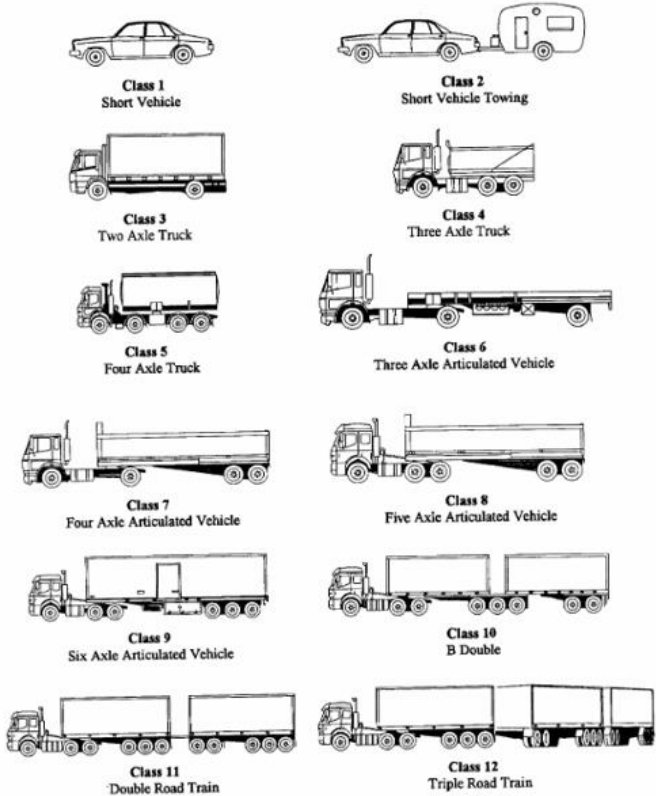
*VPD – vehicles per day

LOCATION	LIGHT VEHICLES VPD (CLASS 1&2)	MEDIUM RIGID VEHICLES VPD (CLASS 3-5)	HEAVY RIGID VPD (CLASS 6-12)	TOTAL VEHICLES VPD (ALL CLASSES)
UNION ST EAST OF WELLINGTON ST	238.3	29.4	6	273.7
UNION ST WEST OF WELLINGTON ST	656.6	79.7	26.9	763.1
SMITH EAST OF WELLINGTON ST	86	8.1	1	95.1
SMITH WEST OF WELLINGTON ST	571.3	35.9	2.3	609.4
ARCHER EAST OF WELLINGTON ST	245.1	43.3	2.7	291.1
ARCHER WEST OF WELLINGTON ST	332.9	21.4	0.7	355
MASON ST	43.6	3.1	0.3	47
LYTTLETON ST	104	14.7	1	119.7



Appendix B

[Link to Summary Table](#)



MINUTES

EVANDALE ADVISORY COMMITTEE

MINUTES OF THE COMMITTEE MEETING HELD AT THE
EVANDALE COMMUNITY CENTRE ON TUESDAY, 6
FEBRUARY 2024, 4.00PM

(No Agenda was provided for this meeting)

1 ATTENDANCE: John Lewis (Chairman), Janet Lambert, Paul Terrett, Geoff Divall, Barry Lawson, Stephanie Kensitt, Henrietta Houghton.

2 APOLOGIES: Nil.

3 CONFIRMATION OF MINUTES:

COMMITTEE DECISION

Moved Stephanie Kensitt, seconded Geoff Divall.

*That the minutes of the ordinary meeting of the Evandale Advisory Committee held on Tuesday, 5 December 2023 be confirmed as a true and correct record of proceedings. **CARRIED***

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

etc., etc.,

5 PRESENTATIONS: Nil.

6 BUSINESS ARISING FROM MINUTES:

Communities for Walkability - Evandale

Council representatives to report to Council on this matter.

7 MATTERS FOR NOTING: Nil.

8 MATTERS PENDING: Nil.

9 COMMUNITY GROUP REPORTS:

9.1 Community Centre

The Centre is running well with plenty of volunteers.

The local Quilters' Group has donated a patchwork quilt to the Centre, and a patchwork table-runner. The quilt and the table-runner will be raffled with proceeds going to the Community Centre. The raffle will commence after the Evandale Village Fair and the raffle will be drawn on May 3.

9.2 Memorial Hall

The Hall is also running well, with plenty of bookings.

9.3 Neighbourhood Watch

The first Newsletter for the year has been distributed (earlier than usual) and with a very short Crime Report!

Committee Recommendation

Moved - Barry Lawson

Seconded - Stephanie Kensitt

*That the Community Group Reports be received. **CARRIED***

10 NEW BUSINESS

10.1 Secretarial support

Council has agreed to provide secretarial support to this Committee when someone is available.

10.2 Shipping Container house on Macquarie Street Number 3A

The Committee asked if there is any update available as to the fate of this house? A discussion ensued about the nature of this subdivision being allowed in the first place because of the problems of overlooking, shading etc. The small sizing of some of the subdivisions was discussed and we were informed that because of AVERAGING of block size this is leading to blocks of very small size, which are not deemed at all appropriate for Evandale. The Committee feels that the Council must stand firm against TASCAT.

10.3 Significant trees in Evandale

The Committee asked if there is any updated information available. Could we please have some follow-up.

10.4 Pioneer Park upgrade

The Committee was informed that the Master Plan is now done. The Committee would like the opportunity to comment on the report before it is finalised.

Motion - That the Evandale Advisory Committee be consulted on the Pioneer Park Master Plan before finalisation of the Plan.

Moved - Barry Lawson

Seconded - Stephanie Kensitt

CARRIED

10.5 Baker Group Development in Evandale

The Committee would like an update re the proposed development in Evandale by the Baker Group.

Motion - That the Evandale Advisory Group receive an update re the Baker Group's proposed development in Evandale.

Moved - Barry Lawson

Seconded - Stephanie Kensitt

CARRIED

10.6 Traders in Purple

The Committee has had no new information re Traders in Purple and their proposed development in Evandale for a considerable time.

Motion - That the Evandale Advisory committee be provided with an update regarding Traders in Purple's proposed development in Evandale.

Moved - Barry Lawson

Seconded - Stephanie Kensitt

CARRIED

10.7 Dump Point

Councillor Terrett advised the Committee that discussions re the dump point at Honeysuckle Banks are progressing and that money will be made available for this vital project in next year's budget, hopefully. The problem of accessibility is still an issue. Council is also still discussing the site for the new toilet block at Honeysuckle Banks.

Motion - That the Evandale Advisory Committee be provided with an update re the progress of the proposed Dump Point and Toilet Block at Honeysuckle Banks.

Moved - Stephanie Kensitt

Seconded - Barry Lawson

CARRIED

10.8 Speed Limit Changes

Is there any further information re proposed changes? NMC is waiting for the Department of State Growth to inform them.

11 Closure and next meeting

The Chairman closed the meeting at 4.40pm.

The next meeting to be held at the Evandale Community Centre on Tuesday March 5, 2024, at 4.00pm.

MINUTES

THE ROSS LOCAL DISTRICT COMMITTEE MEETING HELD AT THE ROSS COMMUNITY SPORTS CLUB ROOMS, ROSS, ON TUESDAY 6th FEBRUARY 2024, COMMENCING AT 11.15AM.

1 PRESENT

Arthur Thorpe (Chairperson), Helen Davies, Christine Robinson, Jill Bennett, Julie Smith, Sally Langridge, Michael Smith, Ann Thorpe (Hon Secretary)

2 IN ATTENDANCE

Councillor Andrews, Councillor Terrett, Councillor Archer, Paul Eyre

3 APOLOGIES

Mayor Mary Knowles OAM

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

*That the minutes of the meeting of the Ross Local District Committee held on **Tuesday 5th December, 2023** be confirmed as a true and correct record of proceedings.*

Helen Davies / Sally Langridge

6 BUSINESS ARISING FROM THE MINUTES

6.1 Closure Of High Street Pedestrian Rail Crossing

NMC has applied to TasRail for a license to build a new, legally compliant crossing. \$60,000 has been allocated in the 2023/2024 budget for the construction of this crossing.

Chair discussed with Council's Engineer, and he advised Council has given TasRail everything they require, and are now awaiting the technical specifications required for the job to proceed.

No further updates to report following on from meeting between Chairperson and NMC Works Manager.

Matter ongoing.

6.2 Review Of Local District Committee Structure

Council had agreed to extend the terms of appointments of all LDC's and Forums until June 2024, while the Local District Committee structure review is being undertaken. The review will examine the LDC's role and function, membership, meeting times, funding and communication with the local community. Council has subsequently advised that the current MOU is now also extended until 30 June 2024, or sooner, if the new MOU can be agreed and implemented.

Council will be in contact with all Local District Committees in due course with advice of a date and time for a workshop to be held at Council's offices in Longford, for all Local District Committee's Chairpersons to attend to discuss revision of the current MOU.

No further comments from committee.

Matter ongoing.

6.3 Basketball Hoop, Backboard and Post

Council has been notified that they have successfully received funding from a tranche of State Government community funds for a quarter court basketball facility. At this time, no date for receipt of monies has been advised.

Works Manager has advised the basketball hoop, backboard and post has been purchased by Council from the Secretarial Allowance funds, and is currently being held at Council's Depot.

Michael Smith raised the matter of refunding any monies already spent from the Secretarial Allowance on the purchase of the basketball equipment – Chair thought this would be highly unlikely, but would follow up. Michael also asked if the Ross Community Sports Club could please be involved in discussion on the placing of the court before Development Application applied for. Chair to relay this request to the NMC.

Matter ongoing.

6.4 Placing Of Mature Age Christmas Tree In The Ross Village Green

Council will support planting a Christmas tree in the Ross Village Green.

Following discussion and advice from Allan's Nursery, it was felt transplantation of trees was not the preferred option due to lengthy timeframe and associated risks. All felt purchasing

the 2 trees, one slow growing and one faster growing was a more attractive option and for the faster growing one to be placed in a suitable position for long term viability. Position would need to take into account, watering system, access to electricity and overshadowing of Man O Ross Hotel. Trees recommended by Allan's Nursery are: - slow growing Cedrus Deodara (Himalayan Cedar) and faster growing Picea Glauca (White Spruce).

Chair met with Council's Works Manager at the Ross Village Green, and two sites for the trees were identified and agreed. The trees will be planted either in Autumn or Spring.

No further action required – meeting agreed this item can now be removed from future Agendas.

7 NEW BUSINESS

7.1 Free Wi-Fi

Chair discussed with attendees the intention, as per the press release of the State Government, to extend free Wi-Fi to various institutions with the state. This may be relevant for the Ross Town Hall (Film Society) and the community library to access. Helen advised the Church group room has a phone connection. However a copper cable phone line is not suitable for connecting to Wi-Fi. Chair to discuss with NMC whether the Council will be involved in the State Governments roll-out.

Letter from Brian Mitchells office re improvement to Telstra connectivity has been received by some Ross residents. Michal Smith mentioned that further funding will be forthcoming.

Copies of communications from the State Government and Brian Mitchell regarding both the above matters, are appended to the foot of these minutes.

7.2 Round Table Discussion

A Thorpe – Unfortunately Council CCTV does not cover the Ross Village Green and so no record of the damage to the Remembrance Day wreath.

J Bennett - Trimming of garden in Church Street – asking for volunteers to assist with this project (AT/HD volunteered).

C Robinson - NMC advised that 2 new electric charging stations are being considered for installation in Ross. Any installation would be subject to a development application being advertised, with submissions being able to made by any member of the public.

H Davies - Works Manager advised the School Oval Spraying was conducted by a contractor. Contractor thought chemical would be safe to use (Chemical used was MCPA 500). There are 4 neighbours on the boundaries, if spray drifts, where does it end up in the environment? Councillor Archer offered to follow up with Works Manager, as he feels this is not the appropriate chemical to use. Councillor Archer also advised that has been appointed to be a member of the new NMC Weeds Committee.

Julie Smith – Signage needed at the toilet in the Village Green as there have been a large number of people queuing at the Village Green toilet. Is there a need for more signage? Discussion held that reiterated that the toilet there is for people using the Village Green, not a public toilet for buses and such – the toilets near the town hall are designated for buses. NMC has previously stated that it does not want to place any more signage on the Village Green.

Can the government sign on the Church Street boundary of the Village Green be removed and an up-to-date map of Ross be erected in its place? Apparently original sign was to be in place for a period of 12 months, which has now passed, Chair to follow up with NMC if mandatory display period for the sign has elapsed. Funds will need to be found to have the new sign produced. Perhaps request for a new sign could be included in the RLDC's Capital Budget Request List to be submitted to Council for consideration in March 2024 ???

Councillor Archer – asked if anyone had any further news about the sale for the church. No one appears to be able to find out anything at all about the sale, apart from the fact it has sold.

Councillor Terrett – 2024/2025 budget will be coming up in April. Now is the time to start thinking about projects that will benefit the Ross Village and surrounds.

Michael Smith – there are a number of weeds growing around the base of the Ross Bridge. Chair stated that this is the responsibility of State Growth, not NMC. Michael to forward photos to Chair who will then contact State Growth directly, requesting action.

8 **NEXT MEETING/CLOSURE**

The Chair closed the meeting at 11:47 pm.

Next meeting – Tuesday 5th March 2024 commencing 11.15am in the Ross Reading Room.



Jeremy Rockliff
Premier of Tasmania

16 December 2023

Madeleine Ogilvie, Minister for Science and Technology

Statewide Wi-Fi Access Program (SWAP) enabling more Tasmanians to get connected on free public Wi-Fi

More Tasmanians will be able to access free public Wi-Fi with the Rockliff Liberal Government expanding its Statewide Wi-Fi Access Program (SWAP).

This increased service will grow the free public Wi-Fi network in Tasmania to include more public hospitals, community health centres, Service Tasmania shops, libraries, departmental and regional offices.

The first of the new sites will be rolled out across January and February 2024.

Minister for Science and Technology, Madeleine Ogilvie, said free Wi-Fi will give Tasmanians more opportunities to connect.

"Wi-Fi access is another way the Rockliff Liberal Government is connecting Tasmanians and improving digital inclusion," said Minister Ogilvie.

"We understand addressing the digital divide is essential and are actively looking for solutions to the connectivity challenges some Tasmanians face.

"This expansion is part of the Government's *Our Digital Future* strategy and outlines a vision for a prosperous and connected Tasmania, collaborating and thriving in a technology-enabled world."

The increased access to free public Wi-Fi builds on the Government's commitment to address digital inclusion in Tasmania with funding from the 2023-24 Budget.

The Department for Education, Children and Young People currently provide free Wi-Fi in schools for students, and in 76 libraries across the State, and the Department of Health is progressing Wi-Fi infrastructure improvements - including free public Wi-Fi - within the major hospitals.

The Department of State Growth established a public Wi-Fi network to support ports of entry and key tourism locations.

Minister Ogilvie said cost of living increases have challenged family budgets and access to available, affordable internet services have become harder for many families.

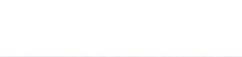
"Free public Wi-Fi is an important way of ensuring Tasmanians can connect to the local and global community, interact with one another, transact business and access information."

The first of the additional free Wi-Fi services will be available in early 2024.

Brian Mitchell MP

Federal Member for Lyons

Arthur and Ann Thorpe



Dear Mr and Mrs Thorpe

RE: DELIVERING BETTER CONNECTIVITY ALONG THE MIDLANDS HIGHWAY

Great news! The Midlands Highway will soon benefit from improved mobile connectivity thanks to the Albanese Labor Government.

A grant of **\$1,795,307.13** has been provided to Telstra to provide two new mobile sites at **Symmons Plains** and **St Peter's Pass**.

The Albanese Government is investing \$170.2 million to deliver 136 projects nationally across the Regional Connectivity Program (RCP) and Mobile Black Spot Program (MBSP).

It's all part of our \$1.1 billion Better Connectivity Plan to narrow the digital divide for rural and regional communities.

The rollout schedule will be published on Telstra's website once contracts are executed.

As chair of the House of Representatives Standing Committee on Communications and the Arts I am working continuously to improve mobile connectivity in regional Tasmania.

I'm proud to be a part of a federal Labor Government that is improving mobile and broadband communications across Lyons.

With warm regards

Brian Mitchell MP

13 December 2023 | bd

Reply to — PO Box 61 Bridgewater TAS 7030
Green Point Plaza, 28 Green Point Road Bridgewater TAS 7030 | p (03) 6263 3721
53B Main Road Perth TAS 7300 | p (03) 6398 1115 | brian.mitchell.mp@aph.gov.au | www.brianmitchell.com.au

brian mitchell federal mp for lyons www.alp.org.au



Campbell Town District Forum Meeting

6th February 2024

Opening: Welcome from the Chair

Attendance:

Members: Jill Clarke (Chair), Jill Davis, Owen Diefenbach,
Elizabeth Porter, Danny Saunders Barry Pike, Sally Hills (minutes)

In Attendance:

Councillor Paul Terrent and Councillor Alison Andrews

Apologies:

Chris Beach.

Declaration of any pecuniary interest by a member of special committee of council:

Nil.

Confirmation of December minutes:

Move: Jill Davis. **Second:** Sally Hills. **CARRIED**

Business Arising:

The underpass:

The underpass is a disgrace, with graffiti, broken bottles. State Growth is responsible not Northern Midlands Council. State Growth to be contacted to clean it up. Discussion was held as to who is responsible.

William Street / Pedder Street / East Street:

Depending on the requirement of the DA, either the developer may be responsible for curb and guttering or the DA may have included the contribution towards future cost of curb and guttering.

MOTION: NMC to urgently look at footpaths to service new developments in William, East, Pedder and Bedford Streets.

MOVE: Jill Davis SECOND: Elizabeth Porter. CARRIED

Future of District Forums workshop to be organized soon by NMC. Forum Chairs to attend.

New Business:

West Street still a disaster. Show coming up in May, drivers will use West Street as a way to get to the show grounds.

Trucks using Church Street are going too fast. A dog was nearly run over last week.

MOTION: West Street from High Street to Pedder Street needs to be remade.

MOVE: Elizabeth Porter.

SECOND: Barry Pike.

CARRIED

Complaints have been raised about the state of the footpath in front of Banjos. The situation will be monitored.

200 Motor Homes will soon return to the showground in Campbell Town.

Ticket office at the entrance to the footy ground is in a very bad position. During the football season when drivers stop to pay to enter, there is a long line that stops traffic in High Street.

Daniel George, first local to be employed by NMC Works Department in 16 years. Congratulations Daniel.

Parks and Wildlife have been keeping the area over the Cheyne Bridge clean and tidy. It's a credit to them.

District Forum meetings to continue as normal at least until June.

The Northern Midlands Council Executive and Communications Officer was taking forum minutes. As the position is now vacant, forum members will take minutes until the position is filled.

Closure: Meeting closed at 10.35am

Next Meeting: 5th March. Upstairs meeting room, town hall.

AGENDA

PERTH LOCAL DISTRICT COMMITTEE

NOTICE IS HEREBY GIVEN OF THE COMMITTEE MEETING TO BE HELD ON TUESDAY, 6 FEBRUARY 2024, AT 5.30PM AT THE PERTH COMMUNITY CENTRE

Gail Eacher
1 February 2024

1 ATTENDANCE

Jon Targett, Jo Saunderson, Don Smith, Janet Lambert, Russell MacKenzie, Paul Terrett and Michelle Elgersma

In Attendance:

Apologies:

Tony Purse

2 ACKNOWLEDGEMENT OF COUNTRY

In keeping with the spirit of reconciliation, The Perth Local District Committee acknowledges the First Peoples the traditional owners of the plipatumila land where we live and work. We recognise their continuing connection to land, water, sky and community. We pay respects to Elders -past, present and emerging and acknowledge the important roles Tasmanian Aboriginals continue to play as part of our community.

3 PROCEDURAL

3.1 Confirmation of Minutes

Recommendation

That the minutes of the meeting of the Perth Local District Committee held on Tuesday 5 December 2023 be confirmed as a true and correct record of proceedings.

Moved: Don Smith, Second Jon Targett

3.2 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.*

Noted that

- Mr Tony Purse is consulting and/or has an involvement in the following projects currently being undertaken by Council:
 - Perth Community Centre Master Plan
 - Perth Recreation Ground Master Plan
 - South Esk River Parkland Proposal, including owner/developer of adjacent property
 - Perth Streetscape Improvements (passed at the July 2022 meeting of the NMC)

4 BUSINESS ARISING FROM THE PLDC MINUTES

4.1 Shade Sales at Playgrounds

Extract from Minutes of the meeting:

MINUTE NO. 24/019

DECISION

Cr Adams/Cr Andrews

That Council note the recommendation.

Carried Unanimously

Committee Recommendation:

That the PLDC finds it unacceptable that the council is unwilling to provide shade over playground equipment to align with modern expectations of sun safety and usability of the equipment. There are numerous examples of council playground around the state with shaded playground equipment.

Officer Comment:

The Committee have suggested that community concerns regarding shade need to be canvassed and that Council apply for grants to provide shade.

The PLDC has previously raised concerns about the lack of shade over playground equipment, in particular at the Seccombe Street playground.

At the December 2023 Council meeting the Playground Shade and Fencing Policy was adopted, the policy states the aim is to reduce the incidence of skin cancer in the Northern Midlands Council municipality by increasing the provision of sustainable, quality shade within the municipality and encouraging the sun protection practices of the community.

Motion: We request a review of the policy in relation to playgrounds located in Perth such as the Seccombe St Playground with a focus on shade making the equipment safe to Cancer Council standards, safe to touch and useable all year round.

Moved by Don Smith, Seconded by Michelle Elgersma

Please note: Point 5.1 of the policy regarding Playgrounds Shade and Fencing mentions an audit of shade across the NMC, how is this progressing?

It is worth noting that any audit should include how hot the surfaces within our playgrounds are. Community members report that the equipment in parts can be too hot to touch during the summer months, meaning the sun protection is needed for many reasons.

4.2 Municipal Budget 2024/2025

Prior discussion re budget:

- More playground equipment of an adventure-based play nature (all ages) and other opportunities for inclusive play equipment
- Relocation of main street planter boxes to Train Park and Seccombe St playgrounds for a sensory garden for children
- Pump track (update requested) – no funding streams currently available.
- Discussion regarding provision of a ladder for the small jetty at Perth River.
- Clean and maintain South Esk River Perth
- Seating and tables at the BBQ area on the William St Reserve
- Upgrading or extension to the Skate Park
- Soccer pitch next to the football oval
- Upgrade of the facilities at the Charles Berryman Park

4.3 Train Park Upgrade

See proposal from Perth Tasmania Historical Society and the Perth Lions are proposing erection of panels

explaining the Train Park history and the history of trains in Perth.

Extract from Minutes of the meeting

MINUTE NO. 24/021

DECISION

*Deputy Mayor Lambert/Cr Terrett
That the matter be investigated.*

Carried Unanimously

Committee Recommendation:

That the Train Park (Lions Train Park) be promoted as an historical park focussing largely on the history of trains in Perth and that interpretive panels be consistent with other historical signs in Perth.

Officer Comment:

An annual allocation is made for the erection of signage, matter to be investigated with the Committee.

4.4 Truck Parking

Extract from Minutes of the meeting:

MINUTE NO. 24/022

DECISION

*Cr Terrett/Cr Andrews
That Council note the recommendation and take no further action.*

Carried

Voting for the Motion:

Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss and Cr Terrett

Voting Against the Motion:

Cr McCullagh

Committee Recommendation:

For the Council to investigate the need for a dedicated truck parking area in a suitable location in Perth and for this to be included in any strategic plans for Perth.

Officer Comment:

Under section 200 of the Road Rules 2019:

(2) The driver of a heavy vehicle, or long vehicle, must not stop on a length of road in a built-up area for longer than one hour, unless the driver is permitted to stop on the length of road for longer than one hour by information on or with a traffic control device, or under subrule (2A) or another law of this jurisdiction.

(2A) The driver of a heavy vehicle, or long vehicle, other than a bus, is permitted to stop on a length of road in a built up area for longer than one hour if, throughout the period when the vehicle is stopped on the length of road, the driver is engaged in dropping off, or picking up, goods.

(3) heavy vehicle means a vehicle with a GVM of 4.5 tonnes or more; long vehicle means a vehicle that, together with any load or projection, is 7.5 metres long, or longer; road includes any shoulder of the road.

The Planning Scheme does not allow for truck parking in and around Perth,

A review of the zones in and around Perth shows that a dedicated truck parking area will require a planning scheme amendment. In the event that the request for a truck parking facility was to be progressed a Planning Scheme Amendment would be required.

4.5 Main Street Planter Boxes

Extract from Minutes of the meeting:

MINUTE NO. 24/020

DECISION

*Deputy Mayor Lambert/Cr Terrett
That Council note the request and the advice be provided to the Committee.*

Carried Unanimously

Committee Recommendation:

That the committee be advised as to what are the plans for the existing planter boxes in the main st due to the commencement of the upcoming streetscape installation.

Officer Comment:

There are currently no plans to remove the planter boxes.

Relocation of planter boxes from the main St to be relocated to the Train Park and Seccombe St playground for a sensory garden for children. This has the advantage that they are more easily maintained by volunteers as there is access to water.

Note – the relocation of the planter boxes would only be possible if there is a sound commitment from volunteers to maintain and water them.

Motion: We request that the council move the Local volunteers would like to see the planter boxes positioned at the Train Park for ease of care and accessibility of water.

Moved by Jo Saunderson, seconded by Jon Targett

Note the Perth Community Progress Association has assured there are plenty of volunteers ready to continue looking after these planter boxes.

4.6 Public Shower Facility

Update. Council report/minute attached.

4.7 Review of Local District Committee Structure

Update.

5 NEW BUSINESS

5.1 ... Motion: Could the council inform the committee what the strategy is for upkeep of the murals around Perth and for the creation of future art works, such as murals on blank walls.

Moved: Jon Targett, Seconded by Jo Saunderson

...

...

6 NEXT MEETING/CLOSURE

The meeting closed at 6:40 pm.

Next scheduled meeting to be held at 5.30pm on Tuesday, 5 March 2024.

MINUTES FOR THE MEETING OF THE LLDC
WEDNESDAY 7TH FEBRUARY 2024. COMMENCING AT 5.31PM
HELD AT THE BLENHEIM INN MEETING ROOM.

MINUTES

1. **PRESENT** – Tim Flanagan (Chair), Annette Aldersea, Bronwyn Baker, Doug Bester, Jo Clarke, Peter Munro, Dennis Pettyfor, Neil Tubb
2. **IN ATTENDANCE** – Cr Dick Adams **GUEST** – Cr Paul Terrett
3. **APOLOGIES** – Cr Matthew Brooks

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*, 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.

No declaration of any financial interest was declared by any person present.

5. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge and pay our respects to the Tasmanian Aboriginal Community as the traditional and original owners, and continuing custodians of this land on which we gather today and acknowledge Elders – past, present, and emerging.

6. CONFIRMATION OF MINUTES

The minutes of the meeting of the Longford Local District Committee held on 10th JANUARY 2024 confirmed as a true and correct record of proceedings.

Moved – Bron Baker. Second – Neil Tubb. Carried.

7. BUSINESS ARISING FROM MINUTES

LLDC Chair and Secretary met with the NMC Corporate Service Manager Maree Bricknell 2nd February 2024 to discuss and ask for updates on several matters (as agreed in the LLDC January 10th meeting), the answers to which will be noted in items on these Minutes.

7.PROMOTIONAL ISSUES:

7.1. Signage for Longford Roundabout.

Should be installed within the next few weeks – as advised by Maree Bricknell NMC 2/02/2024.

7.2. Motor racing themed Street Sign in Longford.

One sign has been ordered for a sample. Funding was to be part of the now defunct streetscape works. Recommended that the LLDC include the signs in their budget requests for 2024 – 2025 – as advised by Maree Bricknell NMC.

7.3. Visitors Information Shelter, Village Green – Planting corner of Archer and Wellington Streets.

As per our Motion tabled at Council 29/01/2024 (supported by NMC) to allocate part of the \$2,500 funds in lieu of secretarial support to the planting.

Marie Bricknell has requested an update on behalf of LLDC.

7.4. Directory of Clubs and other organizations and their branches in Longford.

Annette Aldersea to email Fiona Dewar, NMC, for an update. (as per January LLDC meeting).

7.5. New Promotional Signage either side of Longford Roundabout on Illawarra Road.

Action Items – Gail Eacher 5/12/2023 – Investigations to commence early 2024.

Monitor.

8.SAFETY & AESTHETIC ISSUES:

8.1. Pullover area/Viewing Platform – Alternative Location.

LLDC to continue to revisit alternative locations with views, such as Mill Dam, Boat Ramp area, or other site suggestions in town.

Discuss further at next meeting.

8.2. Wellington & Marlborough Streets Intersection (Sticky Beaks) –

NMC Motion/Decision at 29/01/2024 Council meeting -

“That Council write to the Minister and request an update on the Longford Heritage Corner (Sticky Beaks, Marlborough and Wellington Streets intersection) matter and as to why the correspondence on the matter has stalled and request a timeline”.

Continue to monitor.

8.3. Environmental & noxious weeds.

Awaiting advice from NMC re: new Council Officer contact for LLDC to replace Lorraine Wyatt who resigned December 2023.

Monitor.

8.4. Vision Impaired Markers.

Two have been replaced to date. Continue to monitor.

8.5. Marlborough Street speed limit reduction.

Ongoing discussion on speed limits on Longford's main streets.

Peter Munro conducted a Longford speed limit survey on Facebook.

84% of response = attention required across speed compliance, reduce speed limits, better pedestrian crossings, action needed on dangerous intersections and entrances.

MOTION:

LLDC request NMC to approach local state members and the Minister for State Growth to reduce the speed limit on Longford's main roads being, Marlborough Street, and Wellington Street to Woolmers Lane, from 60kmh to 50kmh.

Moved – Neil Tubb. Second – Peter Munro. Carried.

9. TOWN IMPROVEMENT ISSUES

9.1. Longford Racecourse Heritage signage for the Cracroft and Anstey Street corner.

Council has supported our request to complete landscaping (motion tabled at 29/01/2024 Council meeting).

Marie Bricknell has advised she has requested an update on the need to top dress the corner, as no kerbing.

Rotary providing funding for seating. As site is on crown land, approval is required.

9.3. Longford Streetscape – Wellington Street Upgrade.

In meeting with Maree Bricknell NMC, Maree advised the LLDC should include all proposed alternative options on the LLDC budget request for 2024 – 2025.

Including upgrading of pedestrian refuges, upgrading of Marlborough Street footpaths, Path to Mill Dam, QR code.

9.4. Shower for Public Use – Longford Memorial Hall.

Following LLDC earlier motion, provision has been made in the new externally accessible toilet for a shower (plumbing etc.).

Council Motion at NMC meeting 29/01/2024, (and with further lobbying), Council supported the installation of the shower – point 3. Of NMC motion/Decision

“Determine to commit funding immediately to the construction of a public shower facility at the memorial hall, Longford, in discussion with Helping Hand”.

Continue to monitor.

9.5. “Mulga Fred” – The Poem.

Suggestion a QR Code be installed at the Fred Davies Memorial to include the poem and other information. Tim to check with NMC IT officer Ben. Discuss further next meeting.

9.6. Dual Naming of Longford Streets.

LLDC to investigate the origins of Longford Street names and discuss further at next meeting.

9.7. Longford Lawn Cemetery.

Longford Lawn Cemetery established 1958, managed by NMC.

LLDC to continue to discuss improvements to the landscaping at cemetery.

9.8. EV Charging Site in Longford.

Discussion held in meeting with Maree Bricknell NMC. re: suitable site for an EV charging station in Longford. Maree advised in follow up email 06/02/2024, that a private company, Electric Highways Tasmania (EHT) installs EV chargers. EHT advised charging capacity is running ahead of demand but requested recommendations for good sites in Longford for 2025/2026.

Suggestions to be put forward by NMC are IGA, service stations, and a publicly owned location.

10.RECREATIONAL ISSUES:

10.1. Deterioration of Facilities at Mill Dam.

Council awaiting Master Plan for precinct. Bench seats have been installed, some painting done, slashing has been carried out. Monitor.

10.2. Bike Rack outside JJ's Bakery.

JJ's undergoing some renovations in February? bike rack can be installed thereafter. Further next meeting.

10.3. The Missing Link – Lack of bikeways between Longford roundabout and Pateena Road.

Discussion that the road bridges are extremely dangerous for bike riders and pedestrians. LLDC to approach Perth LDC to join forces and lobby for bike path together.

MOTION:

LLDC request NMC revisit the earlier letter from the Minister for State Growth Michael Ferguson, regarding a bike path between Longford roundabout and Pateena Road, requesting an update, including a timeline for completion, of this missing link.

Moved – Bron Baker. Second – Dennis Pettyfor. Carried.

11.HERITAGE ISSUES:

11.1. Significant Trees Register.

Maree Bricknell advised in meeting 02/02/2024 that a senior planner is currently working on the Significant Tree Register, she has requested an update.

12.GOVERNANCE ISSUES:

12.1. Review of MOU between NMC & LDC's.

Review ongoing until June 2024. Awaiting invitation for chairs to attend a meeting. LLDC discussed that two members from each committee should be invited to attend.

12.2. Project Allocation for funds of \$2,500 in lieu of secretarial support for LLDC in 2023.

NMC supported request at 29/01/2024 Council meeting for the \$2,500 funds to be allocated to landscaping at the Longford racecourse Heritage Signage corner, and, landscaping in the garden beds in front of the Longford Visitor Information Shelter.

12.3. LLDC future Meeting Location.

March LLDC meeting to be held in Blenheim Inn Hotel meeting room, contact Council after next meeting re: future meetings in Longford Memorial Hall.

12.4. Registry of Action.

LLDC requested via a Motion tabled at NMC meeting 29/01/2024 that a Registry of Action for matters brought to the attention of the NMC by LLDC be put in place. Council noted the request.

13. REPORTS FROM SUB-COMMITTEES:

13.1. Railway Committee – Presenting to a Council workshop. Hoping to progress.

13.2. Longford Legends – Met in January. Two new committee members.

13.3. Town Hall Committee – boost in funds following successful Jazz Convention.

13.4. Arts and Cultural Committee – Jazz Convention a success.

13.5. Norfolk Plains History Committee – Meeting held today – 7th February, progressing well.

14. NEW BUSINESS:

14.1. NMC Motion Re: Heritage Committee – Guest Cr Paul Terrett.

Intention of Motion was for a heritage committee to heighten exposure to history. Unity. Heritage and history are important in our communities.

Does not want a Council committee to override the excellent work community groups are already doing.

14.2. Longford Pong – Bron Baker.

Terrible smell coming from the west on Saturday 3rd February. Reported it to EPA. Attributed to decommissioning of settling ponds by Taswater.

14.3. Illawarra Road west of roundabout safety concerns - Peter Munro.

Bell & Gong have again raised concerns about safety on this section of Illawarra Road. Upgrade of that section is imminent.

15. NMC Meeting dates for 2024

19th February
18th March
22nd April
20th May
24th June
22nd July
19th August
16th September
21st October
18th November
9th December

16. CLOSURE- 6.58pm.

17. NEXT LLDC MEETING – 6th MARCH 2024 – Blenheim Inn Hotel Meeting Room.

Letter (email) from Bicycle advisory Committee member and Bicycle Network Tasmania

(Personnel information has been redacted)

Yes, I listened to the meeting and put a post about it on our Facebook page and it will go in our email newsletter tomorrow night.

The councillors wanted to ensure the council actually consulted on the final designs but because of process they couldn't just put it on hold. The council had to have a reason for rejecting the plans so they chose to object to it on heritage grounds but there really wasn't a reason. There's no problem putting bike lanes on a road in a heritage area.

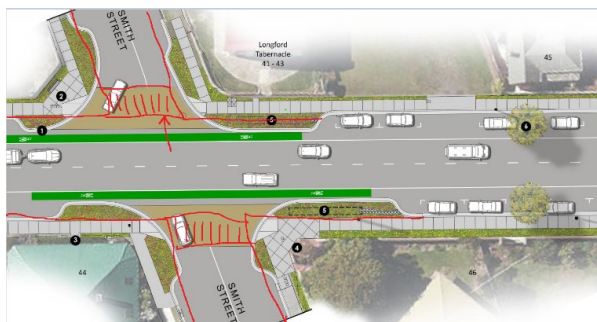
I think the problem with these plans has always been the kerb extensions. It's an old-fashioned way of dealing with pedestrian safety but there are now more modern ways of providing safe crossings. These are what are called raised/table crossings and when there is a marked crossing they are called wombat crossings.



There is a road safety benefit too of ensuring the intersections of side streets are "squared off" to allow better sightlines for pedestrians and to slow vehicles turning in and out of them.

The current side street entrances are curved to allow faster turning of vehicles, but the footpath could be built out on these and a raised crossing put over the side street which wouldn't affect cycling and heavy vehicles but would slow traffic and make pedestrians feel safer.

E.g.



Also, best practice is to put cycling lanes alongside the footpath rather than wedged between parked cars and moving traffic so that could be raised.



I think the bike committee need to decide where they want their main route through town – do they fight for a route down Wellington Street or choose another route with side street connections to Wellington Street?



TAS:

210 Collins St Hobart 7000

PUBLIC OPEN SPACE CONTRIBUTION

Originated Date:	Adopted 13 December 2004 – Min. No. 406/04 (as Policy 40)
Amended Date/s:	Amended 15 June 2009 – Min. No. 169/09 Amended 21 June 2010 – Min. No. 150/10 Amended 20 February 2012-Min. No. 41/12 Amended 16 February 2015 – Min. No. 53/15 Amended 21 October 2019 – Min. No. 352/19
Applicable Legislation:	<i>Local Government (Building & Miscellaneous Provisions) Act 1993</i>
Objective	To establish a consistent approach on the contribution of land for public open space and the calculation of payment instead of the land for public open space, as well as the associated expenditure of those funds.
Administration:	Community and Development
Review Cycle/Date:	4-year review

RECOMMENDATION OF COUNCIL

That the Council adopt the following policy on the provision of public open space and associated contributions.

1.0 DEFINITIONS

Council	refers to the Northern Midlands Council.
Lot	means a block of land created by subdivision of a larger block of which it was part.
Public Open Space	means space for public recreation or public gardens or for similar purposes.
Subdivide	means to divide the surface of a block of land by creating estates or interests giving separate rights of occupation otherwise than by – a) a lease of a building or of the land belonging to and contiguous to a building between the occupiers of that building; or b) a lease of air space around or above a building; or c) a lease of a term not exceeding 10 years or for a term not capable of exceeding 10 years; or d) the creation of a lot on a strata scheme or a staged development scheme under the Strata Titles Act 1998; or e) an order adhering existing parcels of land.
Subdivision	means the act of subdividing or the lot subject to an act of subdividing.
Suitably Qualified Person	means a person who can adequately demonstrate relevant tertiary qualifications (or equivalent) and experience in a recognised field of knowledge, expertise or practice with direct relevance to the matter under consideration.
Valid Final Plan	A final plan lodged in accordance with section 88 of the <i>Local Government (Building and Miscellaneous Provisions) Act 1993</i> .

2.0 INTRODUCTION AND PURPOSE

The Northern Midlands Council is committed to providing public open space that is fit for purpose and valued by the community. The *Local Government (Building and Miscellaneous Provisions) Act 1993* (the Act) provides for Council to require land for Public Open Space or a payment instead of increasing public open space.

In addition to ensuring Council meets the requirements of the Act, this policy will:

- a) Facilitate a strategic approach to the development of a contemporary and well-planned open space network.
- b) Clarify the process of determining whether a land or cash in lieu contribution is required as part of a subdivision development.
- c) Provide criteria for determining suitability of land contributions for public open space.
- d) Provide guidance on how public open space contributions are to be determined and paid.
- e) Provide guidance on how funds obtained through cash in lieu contributions will be utilised.
- f) Ensure developers contribute to the provision of public open space commensurate with the scale and type of their development.

3.0 POLICY SCOPE

- 1 This policy applies to applications for subdivision in the Northern Midlands, where new lots are created in the following zones: General Residential, Low Density Residential, General Industrial, Light Industrial, Commercial, Local Business, General Business, Rural Living and Village, or otherwise where a subdivision results in an increased demand and/or utilisation of Public Open Space – to be assessed on its merits in accordance with this policy.
- 2 This policy does not apply to strata developments, minor boundary adjustments where no additional lots are created, or subdivision for the development of public utilities, as detailed in the Act.
- 3 Public Open Space contributions in excess of this policy may be offered by the developer or in all other circumstances as resolved at a General Council meeting.

4.0 PROCEDURE TO DETERMINE PUBLIC OPEN SPACE REQUIREMENTS

4.1 Council will require a Public Open Space contribution by way of either:

- a) A maximum of 5% of the area of the land allocated as Public Open Space and transferred to Council's ownership; or
- b) a cash in lieu contribution that is calculated in accordance with s117(2) of the Act.

4.2 A decision as to whether land or cash-in-lieu is provided will be dependent upon whether the proposed subdivision provides an opportunity to obtain land that meets the public open criteria detailed at section 6.0 of this policy. If the development is not able to provide public open space of community benefit and in accordance with the criteria for land contributions, then cash-in-lieu will be required. The preference for land versus cash-in-lieu will be at the discretion of Council, based on:

- The attributes of the site,
- The need for public open space provision in the area,
- Benefit and value to the community,
- Compliance with this policy; and
- Any future Public Open Space Strategy or public open space projects endorsed by Council.

The officer's report supporting the decision of a subdivision application must include a section as to how the relevant parts of the Act and this Policy are complied with.

4.3 If a subdivision contains land that is of strategic importance in providing for the open space needs of the community and those needs can only be satisfied by requiring public open space to be provided in excess of 5% of the area of the land in the plan of subdivision, Council may require an additional area (more than 5%) to be provided as public open space, subject to the payment of compensation in accordance with s116 of the Act.

4.4 Where a subdivision is submitted in the form of a staged development and a cash-in-lieu contribution is required, the public open space contribution may be paid proportionately in each stage, subject to a new valuation if required, in accordance with 4.5 below.

4.5 Where a cash-in-lieu contribution is required, the developer will be required to provide a current valuation of the land calculated in accordance with s117(2) of Act and prepared by a suitably qualified person, having regard to the following:

a) The valuation is to be based on the whole area in the plan of subdivision contributing to the increase in demand for Public Open Space, regardless of zoning and/or previous subdivisions, less any area provided for public open space in the final plan and any area created by the final plan of riparian reserve; and

b) The valuation is to be based on the status of the land as at the date of valid lodgement of the final plan, inclusive of any works required to facilitate the subdivision but excluding any improvements in existence at the time of lodgement of the application for subdivision (i.e. existing structural improvements on the land, such as a dwelling/outbuildings); and

c) The valuation must be completed not more than 3 months prior to the date of valid lodgement of the final plan, noting the requirements of part 4.5 (b) above.

4.6 If Council doubts that the valuation provided by the developer properly reflects the true value of the land, Council reserves the right to ask for a revised valuation or seek its own valuation advice and, if necessary, refer the matter for determination as a disputed claim for compensation under the Land Acquisition Act 1993.

4.7 All money received by way of contribution shall be reserved exclusively for the purposes of Public Open Space acquisition or improvement.

4.8 The expenditure of reserved public open space funds must be for the acquisition or improvement of land for public open space in accordance with s117(5) of the Act and have regard to a future Public Open Space Strategy or any public open space projects endorsed by Council. Expenditure will be subject to a report to Council for consideration.

5.0 PAYMENT OF PUBLIC OPEN SPACE CONTRIBUTIONS

The payment of contributions, whether land or cash in lieu, are to be made prior to the sealing of the Final Plan of Subdivision. In a staged subdivision, payment shall be made in accordance with part 4.4 of this policy.

6.0 CRITERIA FOR LAND CONTRIBUTIONS

The criteria below will guide Council's assessment of proposed land contributions for public open space to ensure any land received is suitable. It will be at Council's discretion as to whether land offered is accepted and adequately meets the criteria for the intended purpose.

In determining the suitability of land for Public Open Space, consideration must be given to the criteria below. While it may not be possible for all Public Open Space to meet each criterion; not meeting a certain criterion may provide justification as to the unsuitability and refusal of certain land being accepted as public open space.

A developer may seek to offer land that is unviable to develop. In most instances, the characteristics that make land unviable to develop will also make that land unsuitable for public use and unsustainable to manage. It is essential that land is not accepted as open space that Council cannot manage in the future and/or does not provide any benefit to the community. Land used for the following purposes is not to be transferred to Council for public open space as part of the 5% allocation:

- Stormwater drainage swales and natural water courses that would otherwise form part of the drainage within the subdivision,
- Land containing above or below ground infrastructure that would limit the use of the land or landscaping treatments, and
- Pedestrian footways or other kinds of ways dedicated under section 95 of the Act.

CRITERIA FOR LAND CONTRIBUTIONS

#	CRITERIA	DESCRIPTION
1	Accessibility	The site is of suitable topography to safely allow for a range of users, including people with limited mobility or a disability.
2	Amenity	The site contributes to the character and attractiveness of the area as a place to live, work or visit.
3	Connectivity	The site contributes to the overall connectivity to existing or future open space or community areas. Users may include pedestrians, cyclists or horse riders.
4	Multifunctional biodiversity/ecological/recreational	– Consider the sites existing biodiversity and ecological values and the potential to contribute to the protection or enhancement of these values, and possibilities for co-existence with recreation values.
5	Character/site values	Consider any special natural or man-made values the site has that will enhance the character of the open space area or adjoining land.
6	Strategically identified	The site has been strategically identified to provide for a specific public use or facility (ie. playground, picnic area, reserve) and takes into account the existing provision of Public Open Space in the area or likely future alternatives.
7	Clear of hazards/good condition	The site is suitable for future intended use - clear of hazards/contamination (or appropriately rehabilitated) or other issues that could cause Council a financial or safety burden.

8	Financially viable to upkeep/Maintenance & management	Council is able to effectively maintain and manage the land, including weed management, in line with its benefit as an open space.
9	Frontage/Location/Linkages & Visibility	The site shall have a minimum 15m road frontage, with preference given to multiple road frontages (to improve access and visibility) unless site constraints make this physically impossible.
10	Services/Easements	Consider the extent of utility services and easements that would affect the development and use of the land as open space, and avoid where possible unless co-location (such as with detention basins) improve the open space outcomes of the site.
11	Size	Consider if additional land is required to meet open space needs or strategic recommendations (note section 4.3 of this policy).
12	Shape	Ensure the shape of the site is suitable to accommodate future improvements and the open space needs of the area.
13	Community benefit	The land is fit for purpose and provides for substantial community benefit and value.

GIFTS AND BENEFITS

Originated Date:	Adopted June 2015 – Min. No. 155/15
Amended Date/s:	Amended 22 October 2015 - Min. No: 281/18 Reviewed 14 December 2020 – Min. No. 423/20
Applicable Legislation:	<i>Local Government Act 1993 (TAS)</i> <i>Local Government (General) Regulations 2015</i>
Publication Sources:	15/013 - Human Resources Policies & Procedures 02/03/01/01 – Human Resources – Employee Infonet / Documents / HR – Policies Works Depot, Childcare Facility & Pool Locations
Administration:	Governance – People & Culture Business Partner
Review Cycle/Date:	This Policy should be reviewed as required, but at least every four years following the conduct of Local Government elections. Next review 2024 2028.

1. AUTHORITY & APPLICATION

This Policy should be considered in the context of the following policies and procedures:

- Employee Code of Conduct
- Issue Resolution
- Performance Management
- Workplace Behaviour

DEFINITIONS

<i>Benefit:</i>	a non-tangible item which is believed to be of value to the receiver and/or which may constitute preferential treatment for the receiver.
<i>Bribe:</i>	a gift or benefit given specifically for the purpose of winning favours or to influence the decision or behaviour of a Council Official to benefit someone or something.
<i>Conflict of Interest:</i>	any situation in which an individual or corporation (either private or government) is in a position to exploit a professional or Official's capacity in some way for their personal or corporate benefit.
<i>Council:</i>	Northern Midlands Council.
<i>Council Official:</i>	a person who carries out work in any capacity for Council, including: Mayor, Councillors, Council employees (including employees engaged through an employment agency, apprentices and trainees), Council Committee members, Volunteers and Contractors and Sub-Contractors.
<i>Cumulative Gift:</i>	a series of gifts of nominal value from the same person or organisation over a specified period of time, which may have an aggregate value that is significant.
<i>Employee:</i>	a person who carries out work for Council as an employee of Council.
<i>General Manager:</i>	the General Manager of Council as appointed under section 61 of the <i>Local Government Act 1993 (TAS)</i> .
<i>Gift:</i>	usually a tangible item provided at no charge. Gifts may include but are not limited to items such as: cash, property (real or otherwise), goods and services, alcohol, clothes, products, invitations to social functions and tickets to sporting, theatre or music events.
<i>Gifts, Benefits and Donations Declaration Form:</i>	a form to be completed, when a Council Official receives a gift, benefit or donation of a non-token nature, equal to or above the nominal limit or receives a series of token gifts or benefits (cumulative gifts).
<i>Gifts, Benefits and Donations Register:</i>	a register maintained by Council which contains a list of all declared gifts, benefits and donations.

<i>Gift of Gratitude:</i>	a gift offered to an individual or department in appreciation of performing specific tasks or for exemplary performance of duties. Gifts given to employees at Official functions may be considered an example of gifts of gratitude.
<i>Gift of Influence:</i>	a gift that is given with the intention of the recipient receiving favourable treatment in the future.
<i>Industrial Instrument:</i>	an instrument recognised under the <i>Fair Work Act 2009</i> that has legal application with respect to minimum entitlements to those employees covered within its scope (e.g. Award or Enterprise Agreement).
<i>Manager/Supervisor:</i>	a person at the workplace who is appointed to a position that has management/supervisory responsibilities for others or their appropriately nominated or authorised delegate.
<i>Nominal Value:</i>	is the monetary limit of the value of gifts or benefits that may be accepted (i.e. total value of gift or benefit received). A gift or benefit is of nominal value when it has no significant or lasting value.
<i>Non-Token:</i>	items that are of a more individual nature, with a value equal to or above the nominal value limit.
<i>Policy:</i>	this Policy including the Authority and Application.
<i>Public Perception:</i>	the perception of a fair-minded person in possession of the facts.
<i>Significant Value:</i>	a gift or benefit that has a value above the nominal value limit.
<i>Token:</i>	often mass produced (i.e. pens, calendars, ties or items with a company logo on them), offered in business situations to individuals. Usually have a value under the nominal value limit.
<i>Workplace:</i>	a place where work is carried out for Council.

TRAINING

Council will provide all persons covered by this Policy with the appropriate training, so they are made aware of their responsibilities and obligations under the Policy.

AMENDMENT

Council retains the sole discretion to reasonably vary, terminate or replace this Policy from time to time. Council will consult before amendments are made and will notify and train those the amendments apply to.

INTERPRETATION OF POLICY

The singular includes the plural and vice versa.

A reference to any legislation includes all delegated legislation made under it and amendments, consolidations, replacement or re-enactments of any of them.

A reference to a Policy or procedure means any approved policies or procedures of Council unless otherwise stated.

‘Including’ and similar expressions are not words of limitation.

A reference to a document (including this document) is to that document as amended, novated or replaced unless otherwise stated.

Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that work or expression have a corresponding meaning.

Examples used in this Policy are for illustrative purposes only and are not intended to be exhaustive.

Unless expressly provided for, this Policy is not in any way incorporated as part of any enterprise agreement and does not form part of any employee’s contract of employment and any applicable enterprise agreement or contract of employment will prevail over this Policy to the extent of any inconsistency.

It is not intended that this Policy impose any obligations on the Council or those covered by it that are unreasonable or contrary to the operation of applicable laws. Any obligation, direction, instruction or responsibility imposed by this Policy must be carried out in a manner that an objective third party would consider to be fair and reasonable taking into account and in the context of all the relevant applicable laws, operational and personal circumstances.

Questions relating to the interpretation, application or enforcement of this Policy should be directed to the person's manager/supervisor or the People & Culture Business Partner.

REPORTING OF BREACHES

Persons covered under the paragraph 'Coverage' must reasonably report breaches of this Policy.

For breaches by:

- A Council Official (other than the General Manager) the report must go to the reporting person's applicable manager/supervisor
- the General Manager the report must go to the Mayor (or if unavailable to the next appropriately delegated Councillor) and
- as otherwise required or permitted by applicable laws.

BREACH OF THIS POLICY

Persons covered under the paragraph 'Coverage' who breach this Policy may (as is appropriate) be subject to appropriate disciplinary action in accordance with the Disciplinary Policy and Procedure or removal from the workplace or termination of services (contractors and sub-contractors).

2. PURPOSE

The purpose of this Policy is to provide a framework and guidelines for Council Officials when in receipt of gifts, benefits or donations during the course of their position at the Northern Midlands Council.

This Policy will also outline the obligations and responsibilities of Council Officials when dealing with offers of gifts, benefits or donations and assist Council Officials in making an appropriate judgement in relation to the same. This is to minimise Council Officials being placed in a situation where they may feel vulnerable or where community confidence in the impartiality and integrity of Council may be in questioned.

3. COVERAGE

This Policy applies to all gifts, benefits and donations offered to or received by Council Officials in their role as officers of the Council.

4. GUIDELINES

In a private context gifts, benefits and donations are usually unsolicited and when given, are meant to convey gratitude in the donor. Gifts given in this context are not the focus of this Policy.

Gifts and benefits may also be offered to individuals during the course of business relationships. Such gifts and benefits are often given for commercial purposes and the receiver may feel obligated to accept the gift or benefit. Gifts and benefits given in the course of business relationships is the focus of this Policy.

GENERAL

Council Officials must at all times and in all circumstances be seen to be fair, impartial and unbiased.

Council Officials must not take advantage of their local government position to solicit gifts or benefits or to secure an unreasonable personal profit or advantage.

People doing business with the Council should be encouraged to understand that they do not need to give gifts or benefits to Council Officials to receive high quality service.

From time to time Council Officials may be offered gifts or benefits. In some circumstances gifts and benefits may be accepted. Token gifts of nominal value may generally be received. However, non – token gifts of a significant value, as a general rule, should not be accepted.

Council Officials should at all times be aware of the broader picture in which an offer of a gift, benefit or donation is being made. For example, Council Officials should consider whether the donor is involved in or may be seeking to enter into a business relationship with Council.

Council Officials must avoid situations that suggest that a person or body, through the provision of gifts, benefits or donations is attempting to secure favourable treatment from Council.

When deciding whether to accept or decline a gift or benefit, consideration should be given to both the value of the gift or benefit and also the intention behind the giving of the gift or benefit being offered.

ACCEPTABLE GIFTS AND BENEFITS & TOKEN NOMINAL VALUE

Gifts or benefits of a token nature at or below nominal value may generally be accepted by Council Officials without disclosing details to a manager/supervisor, General Manager or Mayor and without recording the details of the gift or benefit on the Gifts, Benefits and Donations Declaration Form or Register.

That said, Council Officials who receive more than the specified number of token gifts of a nominal value from the same person or organisation, in a specified period must disclose this in the Gifts, Benefits and Donations Register.

Gifts or benefits of a token nature that do not create the appearance of a conflict of interest include:

- Items with a company logo on them, ties, scarves, coasters, diaries, chocolates, flowers
- Books given to individuals in recognition of exceptional work done
- Gifts of single bottles of reasonably priced alcohol in recognition of exceptional work done
- Free or subsidised meals of a modest nature and/or beverages provided infrequently (and or reciprocally) that have been arranged for or in connection with the discussion of official business
- Free meals of a modest nature and or beverages provided to Council Officials who formally represent Council at work related events
- Invitations to approved social functions organised by groups such as Council Committees and community organisations

For the purpose of this Policy the current nominal value limit is ~~\$50.00~~ \$60.00.

Council Officials who receive more than three nominal gifts of a token nature from the same person or organisation, in a six-month period must disclose this in the Gifts, Benefits and Donations Register.

If a Council Official has any doubt if a gift or benefit is token or of nominal value they should discuss it with their manager/supervisor, the General Manager or Mayor.

NON-ACCEPTABLE GIFTS AND BENEFITS

Accepting gifts of money is prohibited.

Council Officials should generally not accept gifts or benefits that appear to be non-token in nature or more than the nominal value of ~~\$50.00~~ \$60.00.

Some examples of gifts or benefits of a non-token nature include:

- Free or discounted travel
- Use of holiday homes
- Tickets to major sporting events
- Corporate hospitality at a corporate facility or sporting venue
- Free training excursions
- Access to confidential information
- Discounted products for personal use
- Goods and services provided via a determination in a Will

At times a gift of a non-token nature may be given from one authority to another. Such gifts are often provided to a host authority. These gifts may be given as an expression of gratitude without obligation on the receiver to respond. The gratitude usually extends to the work of several people in the authority and therefore the gift is considered to be for the authority, not a particular individual.

If a gift or benefit of a non-token nature or above the nominal value is offered and cannot reasonably be refused (as this action may cause embarrassment or offence), the gift or benefit must be declared on a Gifts, Benefits and Donations Declaration Form, as well as recorded on Council's Gift, Benefits & Donations Register.

If a Council Official refuses a gift or benefit because they believe that the gift was a deliberate attempt to receive 'special treatment', then such instances are to be reported to a manager/supervisor, the General Manager or Mayor.

ACTUAL OR PERCEIVED EFFECT OF THE GIFT OR BENEFIT

Where it is suspected that a gift or benefit has been offered for the purpose of influencing the behaviour of someone acting in their official capacity, the gift or benefit must be declined, and the matter should be reported immediately to the relevant manager/supervisor, General Manager or Mayor.

BRIBES

Council Officials must not offer or seek a bribe. A person offered a bribe should refuse it and report the incident as soon as possible to their manager/supervisor, General Manager or the Mayor. Council will take the appropriate steps to report the matter to the Police.

Receiving a bribe is an offence under both common law and Tasmanian Legislation.

Council Officials must take all reasonable steps to ensure that their immediate family members do not receive gifts or benefits of a non-token nature or gifts or benefits above the nominal value. For the purpose of this Policy, immediate family members include parents, spouses, children and siblings.

5. RECORDS: GIFTS, BENEFITS AND DONATIONS REGISTER

Council Officials, who receive more than the specified number of token gifts or benefits near the nominal value limit from the same person or organisation, (cumulative gift) must disclose this on a Gifts, Benefits and Donations Declaration Form and also on the same named Register.

If an Official of the Council receives a non-token gift, benefit or donation in circumstances where it cannot reasonably be refused or returned, the receipt of the gift, benefit or donation should be disclosed, and the details recorded on the Gifts, Benefits and Donations Declaration Form and in the Gifts, Benefits and Donations Register. Whilst it is not a requirement for the Register to be made public, for transparency reasons, Council has elected to make this available for public inspection as and when requested.

The content of the Register will be monitored and reviewed by the General Manager on a quarterly basis.

6. DISPOSAL OF GIFTS

In some instances, gifts are accepted by Council Officials as it may not be appropriate to refuse the same. For example, it is protocol and an accepted practice for some nationalities and religions to offer gifts. Similarly, a gift or benefit could not be reasonably refused where it was likely to cause embarrassment or offence to the person offering the gift. The other option is when a gift is received anonymously, without any return address. Further, if a gift, benefit or donation of significant value is provided to a Council Official through a Will, where the relationship between the giver and recipient was essentially a Council related business relationship.

In these cases, a manager/supervisor, the General Manager or Mayor will determine whether a gift or benefit of a non-token nature should be disposed of. The options for disposal of such gifts, benefits of donations include:

- Surrendering the gift to Council for retention
- Distributing the gift or benefit amongst a selection of Council officials - where a reasonable person would agree that the allocation was appropriate
- Donating the gift to an appropriate charity.



Gifts, Benefits and Donations Declaration Form

To be provided to General Manager within 14 days of receipt of gift

Name of recipient:	
Department (if applicable):	
Date gift, benefit or donation received:	
Description of the gift, benefit or donation:	
Estimated monetary value of the gift, benefit or donation:	
Name of the donor:	
Donor's organisational name (if known):	
Suburb or locality where donor resides, if known:	
Where was the gift, benefit or donation offered? (i.e. at a function, over the counter, through the mail, at a meeting):	
Recipients relationship to the donor:	
Should the gift/benefit/donation be accepted or declined:	
If the gift/benefit/donation is accepted, should it be retained by the Council Official or by the organisation:	
If the gift/benefit/donation is retained by the organisation should it be disposed of:	
Council Official's Signature:	
Printed name of Council Official:	
Date:	
Manager and/or General Manager comments:	
Manager and/or General Manager's Signature:	
Manager and/or General Manager's Name:	
Office Use Only	
Date details recorded on Gifts, Benefits & Donations Register:	
Office Official's Signature	

DESIGN INTENT








The intent behind the design for this Tourist Park is to create a variety of accommodation opportunities set amongst a parkland environment that offers climatic comfort and safety for it's visitors.

The various accommodation opportunities will be accessed by a one-way internal road network, with widths and adjoining grassed verges suitable for maneuvering large caravans and RVs. The existing guide hall will be retained, with the commercial kitchen and hall available for structured indoor activities associated with the tourist park, whilst retaining it's use as a community hall for other prearranged purposes.

In addition to the hall, new facilities including a toilet/shower block, laundry and camp kitchen will also be provided in a central location. A small nature based playspace will also be included adjoining the facilities. It is envisaged that the Tourist Park will be fully fenced to provide safety for visitors, and that entry and exit access will be controlled with swipe card boom gates, and a swipe card pedestrian access gate to the Lions Park.

Ornamental trees will be provided throughout the park to provide seasonal interest as well as shade in summer and solar access in winter. Strategically placed garden beds will provide screening around the perimeter and between most sites to provide visual amenity and a pleasant place to enjoy a short stay.

PLAN LEGEND

-  Landscape areas throughout the park to include ornamental shade trees, gardens and lawn areas.
-  6 x 2 bedroom units including one inclusive(*) unit, with individual car parking and an open air deck.
-  6 x 1 bedroom units including one inclusive(*) unit, with individual car parking and an open air deck.
-  10 x 122m² Ensuite sites with concrete slab and a power/water/sewer point.
-  17 x 95m² Powered sites with concrete slab and a power/water/sewer point.
-  4 x 88m² Drive-through powered sites with concrete slab and a power/water/sewer point.
-  11 x 45m² non-powered tent sites including 1 x group (*) tent site. Sites also suitable for small vans.

NUMBER LEGEND

- 1 Vehicle access point with pedestrian pathway along Kings Street linking to the shopping precinct.
- 2 Divided entry with through lane for existing visitors and a lay-by for first time visitors.
- 3 Enhanced forecourt for the existing hall including concrete pavement and seating.
- 4 Existing hall to be retained with refurbishment works where required.
- 5 Boom gate access the pedestrian crossing.
- 6 Divided exit with through lane for existing visitors and a lay-by for visitors who are checking out.
- 7 Park reception and caretaker office attached the to caretakers residence.
- 8 Care takers residence and private yard.
- 9 2m (w) Concrete pedestrian pathway providing access from reception to the rest of the park.
- 10 Playspace positioned in a highly prominent position to maximise passive surveillance.
- 11 Camp kitchen facility with an expansive commercial grade kitchen, dining facilities and lounge for visitors and an alfresco dining area.
- 12 Six bay visitor car park.
- 13 Visitor amenities including a laundry and inclusive toilet and shower facilities.
- 14 Wider road for reversing large caravans and RV's into the adjoining ensuite sites.
- 15 One-way loop road to minimise traffic movement through the middle of the park.
- 16 Landscape buffer with screening shrubs and ornamental trees around the perimeter.
- 17 Restricted access road for unit accommodation.
- 18 Exist point for unit accommodation.
- 19 Dump point and access track to be retained.
- 20 Existing TasWater sewer pump station.
- 21 Existing Elizabeth River public swimming pool.
- 22 Gated pedestrian access.
- 23 Concrete pathway loop between Kings Street to Red Bridge via Lions Park.
- 24 Existing access to the Lawn Bools Club.



Campbell Town Tourist Park

20-30 King Street Campbell Town Tasmania

MASTER PLAN

0 5 10 25m
19 April 2022
Issue B



Campbell Town Tourist Park
Preliminary Feasibility Assessment

5 February 2024

Introduction

- ▶ Lange Designs - April 2022 Master Plan
- ▶ Identified Site - 20-30 King Street, Campbell Town
- ▶ Stage 1 (includes)
 - ▶ Reception/manager's residence, 'camp kitchen & dining facility', inclusive toilet/shower and laundry facility, 6 cabins, 11 powered sites, 11 unpowered sites, 3 ensuite sites, park entrance, landscaping and roadworks
 - ▶ Estimated Cost \$4.55m (*Lange Design Estimate - April 2022*)
- ▶ Stage 2 (includes)
 - ▶ 6 cabins, 10 powered sites, 7 ensuite sites, additional amenities block, balance site works
 - ▶ Estimated Coast \$2.75m (*Lange Design Estimate - April 2022*)

Site
20-30 King Street
Campbell Town










prearranged purposes.

In addition to the hall, new facilities including a toilet/shower block, laundry and camp kitchen will also be provided in a central location. A small nature based play space will also be included adjoining the facilities. It is envisaged that the Tourist Park will be fully fenced to provide safety for visitors, and fruit entry and exit access will be controlled with swipe card boom gates, and a swipe card pedestrian access gate to the Lions Park.

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- 18 Exit point for unit accommodation.
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- 20 Existing TasWater sewer pump station.



Lange Design Master Plan

Accommodation Options

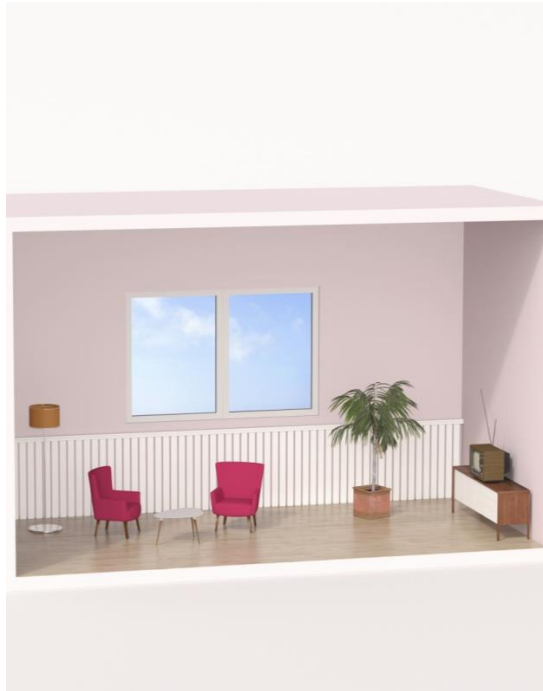
21 x powered sites (includes 4 'drive through)
11 x non-powered sites
10 x ensuite sites
6 x 2-bedroom cabins
6 x 1-bedroom cabins

Facilities

Camp Kitchen/Dining Area
Amenities Block /Laundry
Office and Residence
Refurbishment of Existing Hall
Landscaping & Screening
Play Equipment
Roads & Paths

Capital Investment - Assumptions

(included in the model)

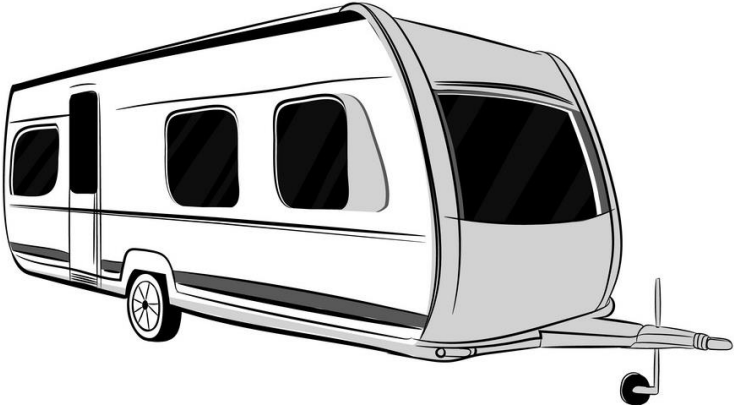


- ▶ Lange Design (April 2022) Stage 1 - \$4.55m
- ▶ Lange Design (April 2022) Stage 2 - \$2.75m
- ▶ Contingency Allowed - 30 per cent
- ▶ 1-bedroom units (pre-fab) \$241k each
- ▶ 2-bedroom units (pre-fab) \$276k each
- ▶ Powered Sites - \$21k per site
- ▶ Unpowered Sites - \$2k per site
- ▶ Ensuite Sites - \$27k per site

Capital Investment - Assumptions

(included in the model)

ASSUMPTIONS - TOTAL SITES	Total to be Developed	Year 1	Year 5
1 Bedroom Cabins	6	3	6
2 Bedroom Cabins	6	3	6
Powered Sites	21	11	21
Unpowered Site	11	11	11
Ensuite Sites	10	3	10
TOTAL SITES	54	31	54



Capital Investment - Estimates

(included in the model)

► Stage 1

CAPITAL INVESTMENT	Unit Rate	Year 0
Capital Improvements		
Infrastructure		
Park Entry, Reception and Signage		
Entry & Park Signage		91,356
Office & Residence		379,500
Equipment & Storage Facility		128,716
Other		
Amenities		
Amenities Block		331,200
Laundry Facility		150,000
Sites & Accommodation		
1 Bedroom Cabins	241,500	724,500
2 Bedroom Cabins	276,000	828,000
Powered Sites	21,436	235,796
Unpowered Site	2,174	23,909
Ensuite Sites	27,020	81,061
Guests Facilities		
Refurbishment of Existing Hall		247,434
Camp Kitchen		414,000
Other		
Landscaping & Screening (70/30)		255,150
Play Equipment		207,000
Sealed Roads within Park (70/30)		452,378
SUB-TOTAL CAPITAL IMPROVEMENTS		\$4,550,000
Contingency	30%	1,365,000
TOTAL CAPEX		\$5,915,000

► Stage 2

CAPITAL INVESTMENT	Unit Rate	Year 4
Capital Improvements		
Infrastructure		
Park Entry, Reception and Signage		
Entry & Park Signage		
Office & Residence		
Equipment & Storage Facility		
Other		172,546
Amenities		
Amenities Block		300,000
Laundry Facility		
Sites & Accommodation		
1 Bedroom Cabins	241,500	724,500
2 Bedroom Cabins	276,000	828,000
Powered Sites	21,436	214,360
Unpowered Site	2,174	-
Ensuite Sites	27,020	189,143
Guests Facilities		
Refurbishment of Existing Hall		
Camp Kitchen		
Other		
Landscaping & Screening (70/30)		127,575
Play Equipment		
Sealed Roads within Park (70/30)		193,876
SUB-TOTAL CAPITAL IMPROVEMENTS		\$2,750,000
Contingency	30%	825,000
TOTAL CAPEX		\$3,575,000

Capital Investment - Funding

(included in the model)

When	Funding Source	Amount	Interest Rate Used	Term
Year 0	Loan Borrowings	\$2,957,500	5.0 per cent	20 years
Year 0	NMC Cash	\$2,957,500		
Year 4	Loan Borrowings	\$1,787,500	5.0 percent	20 years
Year 4	NMC Cash	\$1,787,500		
Total		\$9,490,000		



Cash	Borrowings
\$4,745,000	\$4,745,000

Years	Depreciation
1 - 4	\$118,300
5 - 20	\$189,800
Assumed Life 50 years	Straight Line

Capital Investment - Loan Repayments

(included in the model)

Year	Borrowings	Principal	Interest	Total Payment	Balance Owning
0	\$ 2,957,500	\$ 88,853	\$ 146,778	\$ 235,631	\$ 2,868,647
1		\$ 93,351	\$ 142,280	\$ 235,631	\$ 2,775,295
2		\$ 98,077	\$ 137,554	\$ 235,631	\$ 2,677,218
3		\$ 103,043	\$ 132,589	\$ 235,631	\$ 2,574,175
4	\$ 1,787,500	\$ 161,962	\$ 216,084	\$ 378,046	\$ 4,199,714
5		\$ 170,161	\$ 207,885	\$ 378,046	\$ 4,029,553
6		\$ 178,775	\$ 199,271	\$ 378,046	\$ 3,850,777
7		\$ 187,826	\$ 190,220	\$ 378,046	\$ 3,662,952
8		\$ 197,334	\$ 180,711	\$ 378,046	\$ 3,465,617
9		\$ 207,325	\$ 170,721	\$ 378,046	\$ 3,258,293
10		\$ 217,820	\$ 160,225	\$ 378,046	\$ 3,040,472
11		\$ 228,848	\$ 149,198	\$ 378,046	\$ 2,811,625
12		\$ 240,433	\$ 137,613	\$ 378,046	\$ 2,571,192
13		\$ 252,605	\$ 125,441	\$ 378,046	\$ 2,318,587
14		\$ 265,393	\$ 112,653	\$ 378,046	\$ 2,053,194
15		\$ 278,828	\$ 99,217	\$ 378,046	\$ 1,774,365
16		\$ 292,944	\$ 85,102	\$ 378,046	\$ 1,481,421
17		\$ 307,774	\$ 70,271	\$ 378,046	\$ 1,173,647
18		\$ 323,356	\$ 54,690	\$ 378,046	\$ 850,291
19		\$ 336,852	\$ 41,194	\$ 378,046	\$ 513,439
20		\$ 121,221	\$ 24,067	\$ 145,288	\$ 392,219
Total	\$ 4,745,000	\$ 4,352,781	\$ 2,783,766	\$ 7,136,547	





Camping Fees

Camping Fees

(included in the model)

- ▶ To establish the 'rates' for this assessment the following Holiday Parks were identified:

Location	Powered	Unpowered	1-Bedroom Cabin	2-Bedroom Cabin
Ross	\$32	\$25	\$110	\$132
Bridport	\$55	\$42	N/A	\$220
Swansea	\$55	\$55	\$195	\$215
Port Sorell	\$42	\$32	N/A	N/A
Longford	\$48 - \$50	\$33 - \$38	\$135 (van)	\$135 (van)
New Norfolk	\$53	\$42	N/A	\$145

- ▶ Included in the model

Campbell Town (assumption)	Powered	Unpowered	1-Bedroom Cabin	2-Bedroom Cabin
	\$40	\$25	\$135	\$180

Camping Fees - Assumptions

(included in the model)

► Year 1

1 Bedroom Cabins	Price (Inc. GST)	Price (Ex-GST)	Nights	Occupancy	%	Actual Nights
Standard - Single/Couple	\$ 135.00	\$ 122.73	365	60.00%	100%	219
Standard - Additional	\$ 10.00	\$ 9.09	365	60.00%	80%	175
2 Bedroom Cabins	Price (Inc. GST)	Price (Ex-GST)	Nights	Occupancy	%	Actual Nights
Standard - Single/Couple	\$ 180.00	\$ 163.64	365	60%	100%	219
Standard - Additional	\$ 10.00	\$ 9.09	365	60%	80%	175
Powered Sites	Price (Inc. GST)	Price (Ex-GST)	Nights	Occupancy	%	Actual Nights
Standard - Couple	\$ 40.00	\$ 36.36	365	60%	100%	219
Standard - Extra Person	\$ 15.00	\$ 13.64	365	60%	50%	110
Standard - Child (each)	\$ 5.00	\$ 4.55	365	60%	50%	110
Unpowered Site	Price (Inc. GST)	Price (Ex-GST)	Nights	Occupancy	%	Actual Nights
Standard - Couple	\$ 25.00	\$ 22.73	365	60%	100%	219
Standard - Extra Peson	\$ 10.00	\$ 9.09	365	60%	75%	164
Standard - Child (each)	\$ 5.00	\$ 4.55	365	60%	25%	55
Ensuite Sites	Price (Inc. GST)	Price (Ex-GST)	Nights	Occupancy	%	Actual Nights
Standard - Couple	\$ 75.00	\$ 68.18	365	60%	100%	219
Standard - Extra Peson	\$ 15.00	\$ 13.64	365	60%	75%	164
Standard - Child (each)	\$ 5.00	\$ 4.55	365	60%	25%	55



Camping Fees - Assumptions

(included in the model)

- ▶ Assumed increase in Camping Fees annually @ 2.5 per cent
- ▶ Year 1

ASSUMPTIONS - TOTAL SITES	Year 1	Year 2	Year 3	Year 4
1 Bedroom Cabins	3	3	3	3
2 Bedroom Cabins	3	3	3	3
Powered Sites	11	11	11	11
Unpowered Site	11	11	11	11
Ensuite Sites	3	3	3	3
TOTAL SITES	31	31	31	31

- ▶ Years 5 - 20

ASSUMPTIONS - TOTAL SITES	Year 5	Year 6	Year 7	Year 8 - 20
1 Bedroom Cabins	6	6	6	6
2 Bedroom Cabins	6	6	6	6
Powered Sites	21	21	21	21
Unpowered Site	11	11	11	11
Ensuite Sites	10	10	10	10
TOTAL SITES	54	54	54	54



Camping Fees Income

Camping Fee Income

(included in the model)

Summary	Year 1	Year 2	Year 3	Year 4	Year 5
1 Bedroom Cabins	\$ 85,410	\$ 87,545	\$ 89,734	\$ 91,977	\$ 188,553
2 Bedroom Cabins	\$ 112,287	\$ 115,094	\$ 117,972	\$ 120,921	\$ 247,888
Powered Sites	\$ 109,500	\$ 112,238	\$ 115,043	\$ 117,920	\$ 230,747
Unpowered Site	\$ 73,913	\$ 75,760	\$ 77,654	\$ 79,596	\$ 81,586
Ensuite Sites	\$ 52,261	\$ 53,568	\$ 54,907	\$ 56,280	\$ 192,289
Total Income	\$ 433,371	\$ 444,205	\$ 455,311	\$ 466,693	\$ 941,063

Summary	Year 6	Year 7	Year 8	Year 9	Year 10
1 Bedroom Cabins	\$ 193,267	\$ 198,099	\$ 203,051	\$ 208,128	\$ 213,331
2 Bedroom Cabins	\$ 254,085	\$ 260,438	\$ 266,949	\$ 273,622	\$ 280,463
Powered Sites	\$ 236,516	\$ 242,429	\$ 248,489	\$ 254,702	\$ 261,069
Unpowered Site	\$ 83,625	\$ 85,716	\$ 87,859	\$ 90,055	\$ 92,307
Ensuite Sites	\$ 197,096	\$ 202,024	\$ 207,074	\$ 212,251	\$ 217,558
Total Income	\$ 964,590	\$ 988,705	\$ 1,013,422	\$ 1,038,758	\$ 1,064,727



Expenses - Assumptions

(included in the model)

- ▶ CPI Increase - 2.5% each year for the life of the model
- ▶ Expenses Categories
 - ▶ Non-Discretionary
 - ▶ Rates, Insurance, Commission, etc.
 - ▶ Caretaker Costs
 - ▶ Marketing Costs
 - ▶ Discretionary
 - ▶ Cabin Costs
 - ▶ Repairs & Maintenance
 - ▶ Utilities
 - ▶ Amenities, Cleaning & Pest Control
 - ▶ Office Expenses
 - ▶ Admin Expenses
 - ▶ Sundry Expenses
 - ▶ Depreciation
 - ▶ Interest Expense



Expenses - Assumptions Years 1 - 5

(included in the model)

	Full Year Estimate	Year 1	Year 2	Year 3	Year 4	Year 5
EXPENSES						
Non-Discretionary Costs						
Total Rent, Taxes, Insurance		\$15,582	\$15,972	\$16,371	\$16,780	\$27,500
Total Caretaker Costs		\$130,000	\$133,250	\$136,581	\$139,996	\$143,496
Total Marketing Cost		\$17,500	\$8,188	\$4,548	\$4,662	\$10,279
Total Non-Discretionary Costs		\$163,082	\$157,409	\$157,501	\$161,438	\$181,274
Discretionary Costs						
Total Cabin Costs		\$27,500	\$28,188	\$28,892	\$29,614	\$60,275
Total Repairs & Maintenance		\$63,950	\$65,549	\$67,187	\$68,867	\$93,500
Total Utilities		\$37,889	\$38,836	\$39,807	\$40,802	\$72,600
Total Amenities, Cleaning & Pest Control		\$34,444	\$35,306	\$36,188	\$37,093	\$66,000
Total Office Expenses		\$4,593	\$4,707	\$4,825	\$4,946	\$8,800
Total Admin Expenses		\$10,161	\$10,415	\$10,676	\$10,942	\$19,470
Total Sundry Expenses		\$15,500	\$15,888	\$16,285	\$16,692	\$29,700
Total Discretionary Costs		\$194,037	\$198,888	\$203,860	\$208,956	\$350,345
TOTAL EXPENSES	\$491,200	\$357,119	\$356,297	\$361,361	\$370,395	\$531,619



Profit & Loss - Years 1 - 5

(included in the model)

	Year 1	Year 2	Year 3	Year 4	Year 5
INCOME					
Site Income					
1 Bedroom Cabins	85,410	87,545	89,734	91,977	188,553
2 Bedroom Cabins	112,287	115,094	117,972	120,921	247,888
Powered Sites	109,500	112,238	115,043	117,920	230,747
Unpowered Site	73,913	75,760	77,654	79,596	81,586
Ensuite Sites	52,261	53,568	54,907	56,280	192,289
Total - Site Income	\$433,371	\$444,205	\$455,311	\$466,693	\$941,063
Other Income					
Laundry	5,741	5,884	6,031	6,182	11,000
Other	2,870	2,942	3,016	3,091	5,500
Total - Other Income	\$8,611	\$8,826	\$9,047	\$9,273	\$16,500
NET INCOME	\$441,982	\$453,032	\$464,358	\$475,967	\$957,563
TOTAL EXPENSES	\$357,119	\$356,297	\$361,361	\$370,395	\$531,619
EBITDA	\$84,863	\$96,735	\$102,997	\$105,572	\$425,944
Depreciation	118,300	118,300	118,300	189,800	189,800
Interest Expense	142,280	137,554	132,589	216,084	207,885
NET PROFIT BEFORE TAX	-\$175,717	-\$159,119	-\$147,892	-\$300,312	\$28,259

Profit & Loss - Years 6 - 10

(included in the model)

	Year 6	Year 7	Year 8	Year 9	Year 10
INCOME					
Site Income					
1 Bedroom Cabins	193,267	198,099	203,051	208,128	213,331
2 Bedroom Cabins	254,085	260,438	266,949	273,622	280,463
Powered Sites	236,516	242,429	248,489	254,702	261,069
Unpowered Site	83,625	85,716	87,859	90,055	92,307
Ensuite Sites	197,096	202,024	207,074	212,251	217,558
Total - Site Income	\$964,590	\$988,705	\$1,013,422	\$1,038,758	\$1,064,727
Other Income					
Laundry	11,275	11,557	11,846	12,142	12,445
Other	5,638	5,778	5,923	6,071	6,223
Total - Other Income	\$16,913	\$17,335	\$17,769	\$18,213	\$18,668
NET INCOME	\$981,503	\$1,006,040	\$1,031,191	\$1,056,971	\$1,083,395
TOTAL EXPENSES	\$526,328	\$536,538	\$549,309	\$562,399	\$596,915
EBITDA	\$455,174	\$469,502	\$481,882	\$494,572	\$486,480
Depreciation	189,800	189,800	189,800	189,800	189,800
Interest Expense	199,271	190,220	180,711	170,721	160,225
NET PROFIT BEFORE TAX	\$66,104	\$89,482	\$111,371	\$134,050	\$136,455

Profit & Loss - Years 11 - 15

(included in the model)

	Year 11	Year 12	Year 13	Year 14	Year 15
INCOME					
Site Income					
1 Bedroom Cabins	218,664	224,131	229,734	235,477	241,364
2 Bedroom Cabins	287,474	294,661	302,028	309,578	317,318
Powered Sites	267,596	274,286	281,143	288,171	295,376
Unpowered Site	94,614	96,980	99,404	101,889	104,436
Ensuite Sites	222,997	228,571	234,286	240,143	246,146
Total - Site Income	\$1,091,345	\$1,118,629	\$1,146,594	\$1,175,259	\$1,204,641
Other Income					
Laundry	12,757	13,076	13,402	13,737	14,081
Other	6,378	6,538	6,701	6,869	7,040
Total - Other Income	\$19,135	\$19,613	\$20,104	\$20,606	\$21,121
NET INCOME	\$1,110,480	\$1,138,242	\$1,166,698	\$1,195,866	\$1,225,762
TOTAL EXPENSES	\$590,082	\$604,128	\$618,524	\$633,280	\$673,115
EBITDA	\$520,398	\$534,114	\$548,174	\$562,585	\$552,647
Depreciation	189,800	189,800	189,800	189,800	189,800
Interest Expense	149,198	137,613	125,441	112,653	99,217
NET PROFIT BEFORE TAX	\$181,399	\$206,702	\$232,933	\$260,132	\$263,629

Profit & Loss - Years 11 - 15

(included in the model)

	Year 16	Year 17	Year 18	Year 19	Year 20
INCOME					
Site Income					
1 Bedroom Cabins	247,398	253,583	259,923	266,421	273,081
2 Bedroom Cabins	325,251	333,382	341,717	350,260	359,016
Powered Sites	302,760	310,329	318,087	326,040	334,191
Unpowered Site	107,047	109,724	112,467	115,278	118,160
Ensuite Sites	252,300	258,608	265,073	271,700	278,492
Total - Site Income	\$1,234,757	\$1,265,626	\$1,297,266	\$1,329,698	\$1,362,940
Other Income					
Laundry	14,433	14,794	15,164	15,543	15,931
Other	7,216	7,397	7,582	7,771	7,966
Total - Other Income	\$21,649	\$22,191	\$22,745	\$23,314	\$23,897
NET INCOME	\$1,256,406	\$1,287,816	\$1,320,012	\$1,353,012	\$1,386,837
TOTAL EXPENSES	\$663,425	\$679,297	\$695,567	\$712,242	\$753,426
EBITDA	\$592,981	\$608,519	\$624,445	\$640,770	\$633,411
Depreciation	189,800	189,800	189,800	189,800	189,800
Interest Expense	85,102	70,271	54,690	41,194	24,067
NET PROFIT BEFORE TAX	\$318,080	\$348,448	\$379,955	\$409,776	\$419,544



Cash Flow (Cumulative Years 0 - 5)

(included in the model)

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Cash Flow From Operations						
Cash Operating - Income	0	441,982	453,032	464,358	475,967	957,563
Cash Operating - Expenditure	0	-357,119	-356,297	-361,361	-370,395	-531,619
Cash Operating - Interest	-146,778	-142,280	-137,554	-132,589	-216,084	-207,885
Net Cash From Operations	-\$146,778	-\$57,417	-\$40,819	-\$29,592	-\$110,512	\$218,059
Cash Flow from Investing						
Cash Payments - Infrastructure	-5,915,000	0	0	0	-3,575,000	0
Net Cash from Investing	-\$5,915,000	\$0	\$0	\$0	-\$3,575,000	\$0
Cash Flow From Financing						
Capital Investment	2,957,500				1,787,500	
Proceeds from Loan	2,957,500				1,787,500	
Payment of Loan	-88,853	-93,351	-98,077	-103,043	-161,962	-170,161
Net Cash from Financing	\$5,826,147	-\$93,351	-\$98,077	-\$103,043	\$3,413,038	-\$170,161
Net Cash at Start	\$0	-\$235,631	-\$386,399	-\$525,296	-\$657,930	-\$930,404
Net Movement in Cash	-\$235,631	-\$150,768	-\$138,896	-\$132,634	-\$272,474	\$47,898
Net cash at End of Period	-\$235,631	-\$386,399	-\$525,296	-\$657,930	-\$930,404	-\$882,506

Cash Flow (Cumulative Years 6 - 10)

(included in the model)

	Year 6	Year 7	Year 8	Year 9	Year 10
Cash Flow From Operations					
Cash Operating - Income	981,503	1,006,040	1,031,191	1,056,971	1,083,395
Cash Operating - Expenditure	-526,328	-536,538	-549,309	-562,399	-596,915
Cash Operating - Interest	-199,271	-190,220	-180,711	-170,721	-160,225
Net Cash From Operations	\$255,904	\$279,282	\$301,171	\$323,850	\$326,255
Cash Flow from Investing					
Cash Payments - Infrastructure	0	0	0	0	0
Net Cash from Investing	\$0	\$0	\$0	\$0	\$0
Cash Flow From Financing					
Capital Investment					
Proceeds from Loan					
Payment of Loan	-178,775	-187,826	-197,334	-207,325	-217,820
Net Cash from Financing	-\$178,775	-\$187,826	-\$197,334	-\$207,325	-\$217,820
Net Cash at Start	-\$882,506	-\$805,378	-\$713,921	-\$610,085	-\$493,559
Net Movement in Cash	\$77,128	\$91,456	\$103,836	\$116,526	\$108,434
Net cash at End of Period	-\$805,378	-\$713,921	-\$610,085	-\$493,559	-\$385,125

Cash Flow (Cumulative Years 11 - 15)

(included in the model)

	Year 11	Year 12	Year 13	Year 14	Year 15
Cash Flow From Operations					
Cash Operating - Income	1,110,480	1,138,242	1,166,698	1,195,866	1,225,762
Cash Operating - Expenditure	-590,082	-604,128	-618,524	-633,280	-673,115
Cash Operating - Interest	-149,198	-137,613	-125,441	-112,653	-99,217
Net Cash From Operations	\$371,199	\$396,502	\$422,733	\$449,932	\$453,429
Cash Flow from Investing					
Cash Payments - Infrastructure	0	0	0	0	0
Net Cash from Investing	\$0	\$0	\$0	\$0	\$0
Cash Flow From Financing					
Capital Investment					
Proceeds from Loan					
Payment of Loan	-228,848	-240,433	-252,605	-265,393	-278,828
Net Cash from Financing	-\$228,848	-\$240,433	-\$252,605	-\$265,393	-\$278,828
Net Cash at Start	-\$385,125	-\$242,773	-\$86,704	\$83,424	\$267,963
Net Movement in Cash	\$142,352	\$156,069	\$170,128	\$184,539	\$174,601
Net cash at End of Period	-\$242,773	-\$86,704	\$83,424	\$267,963	\$442,564

Cash Flow (Cumulative Years 16 - 20)

(included in the model)

	Year 16	Year 17	Year 18	Year 19	Year 20
Cash Flow From Operations					
Cash Operating - Income	1,256,406	1,287,816	1,320,012	1,353,012	1,386,837
Cash Operating - Expenditure	-663,425	-679,297	-695,567	-712,242	-753,426
Cash Operating - Interest	-85,102	-70,271	-54,690	-41,194	-24,067
Net Cash From Operations	\$507,880	\$538,248	\$569,755	\$599,576	\$609,344
Cash Flow from Investing					
Cash Payments - Infrastructure	0	0	0	0	0
Net Cash from Investing	\$0	\$0	\$0	\$0	\$0
Cash Flow From Financing					
Capital Investment					
Proceeds from Loan					
Payment of Loan	-292,944	-307,774	-323,356	-336,852	-121,221
Net Cash from Financing	-\$292,944	-\$307,774	-\$323,356	-\$336,852	-\$121,221
Net Cash at Start	\$442,564	\$657,499	\$887,973	\$1,134,372	\$1,397,096
Net Movement in Cash	\$214,936	\$230,473	\$246,399	\$262,724	\$488,123
Net cash at End of Period	\$657,499	\$887,973	\$1,134,372	\$1,397,096	\$1,885,219



Cash Flow Summary

Cash Flow Summary

(based on the model and assumptions used)

- ▶ Capital investment \$9,490,000
- ▶ NMC - Cash Contribution \$4,745,000 (50% of capital cost)
- ▶ Loan Borrowing \$4,745,000 (50% of capital cost)
- ▶ Cumulative Cash Deficit (years 0 - 4) \$930,404
- ▶ Cash Positive from year 5 onwards
- ▶ Cumulative Cash Surplus (years 5 - 20) \$2,815,623
- ▶ Loan Repayments - Principal (years 0 - 20) \$4,352,781
- ▶ Loan Repayments - Interest (years 0 - 20) \$2,783,766
- ▶ Net Return on Investment +/- 59%

Cash Flow Summary (if all capital expenditure funded by borrowings)

- ▶ Capital investment \$9,490,000 (100% debt funded)
- ▶ Cumulative Cash Deficit (years 0 - 4) **\$2,250,975** (compared to \$930,404)
- ▶ Cash Positive in year 20 (compared to from year 5)
- ▶ Cumulative Cash Deficit (years 5 - 20) **\$5,251,328** (compared to Surplus \$2,815,623)
- ▶ Loan Repayments - Principal (years 0 - 20) **\$8,705,563** (compared to \$4,352,781)
- ▶ Loan Repayments - Interest (years 0 - 20) **\$5,567,531** (compared to \$2,783,766)
- ▶ Net Return on Investment **Nil** (compared to +/- 59%)

Variations (based on occupancy)

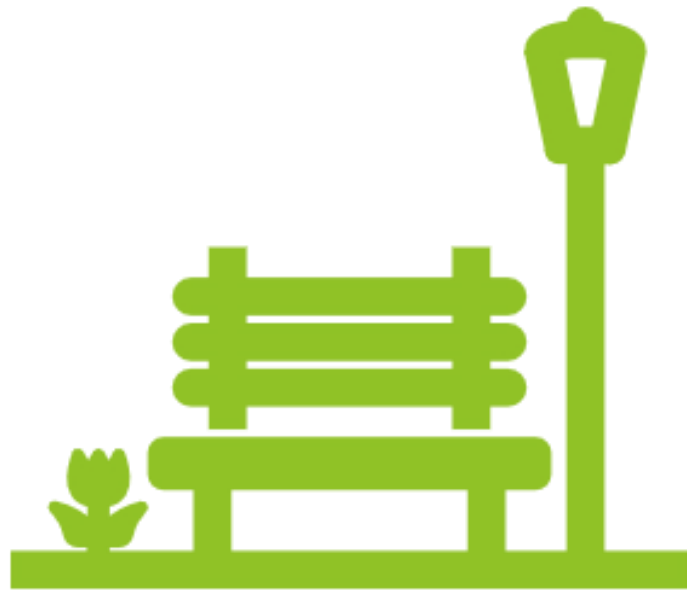
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
100%						
Net Income						
Occupancy						
60%	\$ -	\$ 441,982	\$ 453,032	\$ 464,358	\$ 475,967	\$ 957,563
55%		\$ 405,150	\$ 415,279	\$ 425,661	\$ 436,303	\$ 877,767
50%		\$ 368,319	\$ 377,527	\$ 386,965	\$ 396,639	\$ 797,970
45%		\$ 331,487	\$ 339,774	\$ 348,268	\$ 356,975	\$ 718,173
Less Expenses	\$ -	\$ 357,119	\$ 356,297	\$ 361,361	\$ 370,395	\$ 531,619
Less Depreciation	\$ -	\$ 118,300	\$ 118,300	\$ 118,300	\$ 189,800	\$ 189,800
Less Interest	\$ 146,778	\$ 142,280	\$ 137,554	\$ 132,589	\$ 216,084	\$ 207,885
Net Profit Before Tax						
60% Occupancy	-146,778	-175,717	-159,119	-147,892	-300,312	28,259
55% Occupancy	-146,778	-212,548	-196,872	-186,588	-339,976	-51,538
50% Occupancy	-146,778	-249,380	-234,624	-225,285	-379,640	-131,335
45% Occupancy	-146,778	-286,212	-272,377	-263,981	-419,304	-211,132

Variations based on reduction in cabins

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
100%						
Net Income						
Occupancy						
As per Model (60% occupancy)	\$ -	\$ 441,982	\$ 453,032	\$ 464,358	\$ 475,967	\$ 957,563
10 Ensuites (no cabins to year 5)	\$ -	\$ 366,506	\$ 375,669	\$ 385,060	\$ 394,687	\$ 739,343
10 Ensuites (No cabins)	\$ -	\$ 366,506	\$ 375,669	\$ 385,060	\$ 394,687	\$ 521,122
CAPITAL COSTS						
As per Model	\$ 5,915,000	\$ -	\$ -	\$ -	\$ 3,575,000	\$ -
10 Ensuites (no cabins to year 5)	\$ 4,142,636	\$ -	\$ -	\$ -	\$ 3,329,114	\$ -
10 Ensuites (No cabins)	\$ 4,142,636	\$ -	\$ -	\$ -	\$ 1,310,864	\$ -
LOAN BORROWINGS						
As per Model (60% occupancy)	\$ 2,957,500	\$ -	\$ -	\$ -	\$ 1,787,500	\$ -
10 Ensuites (no cabins to year 5)	\$ 2,071,318	\$ -	\$ -	\$ -	\$ 1,664,557	\$ -
10 Ensuites (No cabins)	\$ 2,071,318	\$ -	\$ -	\$ -	\$ 655,432	\$ -
EXPENSES						
As per Model (60% occupancy)						
Less Expenses	\$ -	\$ 357,119	\$ 356,297	\$ 361,361	\$ 370,395	\$ 531,619
Less Depreciation	\$ -	\$ 118,300	\$ 118,300	\$ 118,300	\$ 189,800	\$ 189,800
Less Interest	\$ 146,778	\$ 142,280	\$ 137,554	\$ 132,589	\$ 216,084	\$ 207,885
10 Ensuites (no cabins to year 5)						
Less Expenses	\$ -	\$ 331,696	\$ 330,239	\$ 334,651	\$ 343,017	\$ 505,582
Less Depreciation	\$ -	\$ 82,853	\$ 82,853	\$ 82,853	\$ 149,435	\$ 149,435
Less Interest	\$ 102,798	\$ 99,647	\$ 96,337	\$ 92,860	\$ 171,817	\$ 165,447
10 Ensuites (no cabins to year 5)						
Less Expenses	\$ -	\$ 337,852	\$ 336,548	\$ 341,118	\$ 349,646	\$ 471,344
Less Depreciation	\$ -	\$ 82,853	\$ 82,853	\$ 82,853	\$ 109,070	\$ 109,070
Less Interest	\$ 102,798	\$ 99,647	\$ 96,337	\$ 92,860	\$ 121,735	\$ 116,900
Net Profit Before Tax						
As per Model (60% occupancy)	-146,778	-175,717	-159,119	-147,892	-300,312	28,259
10 Ensuites (no cabins to year 5)	-102,798	-147,690	-133,760	-125,303	-269,582	-81,121
10 Ensuites (No cabins)	-102,798	-251,193	-236,482	-227,189	-381,592	-408,182



Management Option



Management Options

- ▶ Council operated
- ▶ Caretaker Model
- ▶ Contractor Model
- ▶ Public Private Partnership (PPP)
- ▶ Developer opportunity

Management Option

(included in the model)

Caretaker Model	Strengths	Weaknesses
	Attract operator with industry knowledge	There is a requirement for a detailed management contract to be developed
	From an industrial point of view this model provides significant savings to standard employment	Council has less control than would exist through a direct employment arrangement
	Manager handles all operational matters (including reservations & marketing)	Council provide limited incentives for the contractor to save money and/or look for improvement in the business
	Minimum standards and procedures can be detailed in the contract	
	Including incentives may ensure the Caretaker makes greater effort	
	Administration load within the Council is simplified	
	Guests perceive the Manager as 'the owner' of the business	



Northern Midlands Council Account Management Report

Income & Expenditure Summary for the Period Ended 31 January 2024 (58% Year Completed)

Line Item Summary Totals

	Operating Statement												% of Budget
	Governance		Corporate Services		Regulatory & Community Services		Development Services		Works & Infrastructure Services		Total Operating Statement		
	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	
1 Wages	604,891	332,895	1,130,192	842,834	270,364	155,217	541,333	317,278	1,927,440	1,281,641	4,474,220.00	2,928,865.00	65.48%
2 Material & Services Expenditure	621,929	435,784	964,102	903,686	169,960	111,570	443,640	353,936	4,600,295	2,425,692	6,799,925.00	4,230,668.00	62.22%
3 Depreciation Expenditure	78,769	39,385	118,005	59,003	33,075	16,538	21,230	10,615	6,912,453	3,456,227	7,163,532.00	3,681,768.00	50.00%
4 Government Levies & Charges	6,422	6,492	976,796	317,825	3,360	1,809	0	377	164,700	79,848	1,151,278.00	406,346.00	35.30%
5 Interest Expenditure	0	0	63,900	31,950	0	0	0	0	0	0	63,900.00	31,950.00	50.00%
7 Councilors Expenditure	223,690	132,926	0	0	0	0	0	0	0	0	223,690.00	132,926.00	59.42%
9 Other Expenditure	755,525	91,116	548,751	588,645	299,150	138,936	10,670	15,086	131,485	80,803	1,745,581.00	914,586.00	52.39%
11 Oncost	302,445	155,699	548,185	405,000	129,631	72,898	268,167	149,532	874,742	562,917	2,123,170.00	1,346,046.00	63.40%
12 Internal Plant Hire/Rental	21,760	5,032	26,540	5,079	32,550	1,402	21,490	3,400	1,039,510	654,538	1,141,850.00	669,451.00	58.63%
13 Internal Rental/Rates	0	0	1,950	0	0	0	0	0	7,220	0	9,170.00	0.00	0.00%
10 Other Internal Transfers Expenditure	0	0	8,171,211	4,065,978	0	0	0	0	0	0	8,171,211.00	4,065,978.00	49.76%
14 Oncosts Paid - Payroll	98,109	104,869	247,327	169,794	57,444	21,827	121,532	68,163	419,214	308,455	943,626.00	673,108.00	71.33%
15 Oncost Paid - Non Payroll	136,949	97,250	297,960	218,643	68,569	31,516	154,767	95,957	601,028	365,959	1,259,273.00	809,325.00	64.27%
16 Plant Expenditure Paid	4,438	4,291	16,240	16,294	7,994	6,223	18,830	12,974	520,960	343,388	568,462.00	383,170.00	67.40%
	2,854,927	1,405,739	13,111,159	7,624,731	1,072,097	557,936	1,601,659	1,027,318	17,199,047	9,559,463	35,838,889.00	20,175,187.00	56.29%
17 Rate Revenue	0	0	(12,886,893)	(12,943,870)	0	0	0	0	(1,316,888)	(1,326,787)	(14,203,781.00)	(14,270,657.00)	100.47%
18 Recurrent Grant Revenue	0	0	(2,232,989)	(636,324)	0	0	0	(9,325)	(2,972,199)	(86,936)	(5,205,188.00)	(732,585.00)	14.07%
19 Fees and Charges Revenue	(128)	(1,461)	(1,093,999)	(941,935)	(177,138)	(184,335)	(590,855)	(414,853)	(742,366)	(462,176)	(2,604,486.00)	(2,004,760.00)	76.97%
21 Interest Revenue	(861,900)	(330,707)	(366,779)	(202,653)	0	0	0	0	0	0	(1,228,679.00)	(533,360.00)	43.41%
22 Reimbursements Revenue	(2,000)	(17,209)	(26,400)	(17,555)	(8,354)	(6,240)	0	(52,563)	(8,443)	38,053	(45,197.00)	(55,514.00)	122.83%
Interest Expenditure Reimbursed	0	0	(63,900)	(31,950)	0	0	0	0	0	0	(63,900.00)	(31,950.00)	50.00%
Oncost Recoveries - Internal Tfer	(218,129)	(167,218)	(542,751)	(431,246)	(121,431)	(45,831)	(271,786)	(175,792)	(1,059,664)	(659,561)	(2,213,761.00)	(1,479,648.00)	66.84%
Plant Hire Income - Internal Tfer	(10,130)	0	(26,670)	0	0	0	(43,372)	0	(1,374,500)	(775,638)	(1,454,672.00)	(775,638.00)	53.32%
10 Other Internal Transfers Income	(153,747)	(76,874)	(595,794)	48,889	(651,779)	(325,890)	(582,878)	(318,039)	(6,716,283)	(3,331,445)	(8,700,481.00)	(4,003,359.00)	46.01%
23 Other Revenue	(468,000)	(234,000)	(17,404)	(22,236)	(313)	(1,094)	0	0	(40,058)	(67,770)	(525,775.00)	(325,100.00)	61.83%
	(1,714,034)	(827,469)	(17,853,579)	(15,178,880)	(959,015)	(563,390)	(1,488,891)	(970,572)	(14,230,401)	(6,672,260)	(36,245,920.00)	(24,212,571.00)	66.80%
Underlying (Surplus) / Deficit Before	1,140,893	578,270	(4,742,420)	(7,554,149)	113,082	(5,454)	112,768	56,746	2,968,646	2,887,203	(407,031)	(4,037,384)	
20 Gain on sale of Fixed Assets	0	0	0	0	0	0	0	0	0	(109,635)	0	(109,635)	
6 Loss on Sale of Fixed Assets	0	11,942	0	0	0	5,766	0	0	401,388	23,943	401,388	41,651	
Net Loss On Disposal of Fixed Assets	0	11,942	0	0	0	5,766	0	0	401,388	(85,692)	401,388	(67,984)	
Underlying (Surplus) / Deficit	1,140,893	590,212	(4,742,420)	(7,554,149)	113,082	312	112,768	56,746	3,370,034	2,801,511	(5,643)	(4,105,368)	
Capital Grant Revenue	0	0	0	0	(50,000)	0	0	0	(7,177,321)	(4,345,999)	(7,227,321)	(4,345,999)	
Subdivider & Capital Contributions	0	0	0	0	0	0	0	0	(362,067)	0	(362,067)	0	
	0	0	0	0	(50,000)	0	0	0	(7,539,388)	(4,345,999)	(7,589,388)	(4,345,999)	
Operating (Surplus) / Deficit	1,140,893	590,212	(4,742,420)	(7,554,149)	63,082	312	112,768	56,746	(4,169,354)	(1,544,488)	(7,595,031)	(8,451,367)	

Northern Midlands Council Account Management Report				Annual Budget	YTD Actual	Annual Budget	Scheduled and Actual Works by Month														
				\$	\$		Actual Expenditure		Scheduled Work												
2023/24 for year to 31 January 2023						Spent %	B/fwd	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Note	
Capital Expenditure - Governance																					
Fleet, Plant & Equipment, Land and Buildings																					
700009	Fleet - F9 Pool Vehicle	20,000	-	0%																	
700183	Fleet - F183 Pool Vehicle	30,000	56,340	188%	I	Less trade \$27,272															
780006	Gov - Office Equipment Purchases	-	144	0%																	
780036	Lfd - Property Land Purchase - Reserve Laycock / Wellington Street	-	778	0%																	
788609.15																					
		50,000	57,262	115%																	
Capital Expenditure - Corporate Services																					
Equipment & Buildings -Corporate Services																					
700020	Fleet - F20 Pool Car WHS	35,000	39,841	114%																	
700013	Fleet - F13 KIA Sedan (Corp Services)	32,000	32,244	101%																	
715300	Corp - Computer System Upgrade	325,863	39,944	12%																	
715300.5	Corp - Council Chamber audio upgrade	100,000	263	0%																	
791105	Cry Child Care Centre Internal Painting	10,000	11,060	111%																	
791110	Pth - Child Care Centre Fore Street Preliminaries	25,000	4,075	16%																C1	
791111	Pth - Child Care Centre Fore Street Construction Contract	-	11,515	0%																C1	
791112	Pth - Child Care Centre Fore Street Furniture & Fittings	-	9,271	0%																C1	
	Total Equipment & Buildings - Corporate Services	527,863	148,213	28%																	
		527,863	148,213	28%																	
Capital Expenditure - Regulatory and Community and Development Services																					
Fleet, Plant & Equipment																					
700002	Fleet - F2 Pool Vehicle	-	-	0%																	
700004	Fleet - F4 Development	20,000	-	0%																	
700006	Fleet - F6 Pool Vehicle	20,000	40,479	202%	I	Less trade \$21,818															
700008.7	Fleet 8.7 - Care A Car	-	24,638	0%																	
700010	Fleet - F10 Pool Vehicle	20,000	-	0%																	
700027	Fleet - F27 Animal Control	-	18	100%																	
	Total Fleet, Plant & Equipment	60,000	65,135																		
	Total Capital Expenditure - Regulatory and Community Services	60,000	65,135	0%																	
Capital Expenditure - Works Department																					
Fleet, Plant & Depot																					
700003	Fleet - F3 Works Supervisor	20,000	45,091	225%	I	Less trade \$27,272															
700023	Fleet - F23 Utility Litter & Garbage Collection	22,000	40,181	183%	I	Less trade \$10,909															
700028	Fleet - F28 Light Truck Water North	31,000	31,218	101%																	
700033	Fleet - F33 Yard Truck	156,000	181,821	117%	I	Less trade \$61,818															
700042	Fleet - F42 Truck 6 Yard	156,000	181,821	117%	I	Less trade \$61,818															
700051	Fleet - F51 Backhoe	-	-	0%																	
700064	Fleet - F64 Tractor	100,000	159,300	159%	I	Less trade \$56,000															
700069	Fleet - F69 Compactor Truck	270,000	-	0%																	
700128	Fleet 128 - Sunrise Trailer	-	14,447	0%																	
700129	Fleet 129 - Tilt Trailer - Mowing	15,000	-	0%																	
700131	Fleet - F131 Mower	30,000	30,600	102%																	
700146	Fleet - F146 Water Tanker	-	-	0%																	
700179	Fleet - F179 Building Management and Maintenance	37,000	60,816	164%	I	Less trade \$23,636															
700180	Flet - F180 Depot Pool Utility Vehicle	30,000	-	0%																	

708065	Lfd - Recreation Ground Irrigation System	105,000	103,594	99%															C16
708067	Pth - Bicentennial Dog Park Separation Fence	7,550	-	0%															
708068	Pth - Bicentennial Dog Park Culvert	15,000	-	0%															
708069	Pth - Mural Project	5,500	1,105	20%															
708071	Ross - Village Green BBQ	-	85	0%															
708072	Ross - Pool Work Health and Safety Upgrades	10,000	7,236	72%															
708073	All Areas - Dog Parks Upgrades Noticeboards and Fencing Upgrades	15,000	-	0%															
708075.1	Lfd - Laycock/Wellington Street Playground - Preliminaries	500,768	15,113	3%															
708076	Devon Hills - Playequipment upgrade	-	262	0%															
708077	Avoca - Museum, weatherboard replacement and painting	45,000	6,818	15%															
708078	Ctown - Swimming Pool - refibre glassing and lawn irrigation	67,000	68,889	103%															C17
708079	Ctown - King Street Hall, heating and painting and kitchenette	35,000	-	0%															
708080	Lfd - Bishopsbourne - Church purchase	20,000	5,408	27%															
708080.5	Lfd - Bishopsbourne - LED light replacement in stadium	10,000	-	0%															
708081	Lfd - Council Offices - Improvements doors to C&D, bin enclosure, cracking repairs	40,000	-	0%															
708082	Ross - Recreation Ground clubrooms, new kitchen, shutters and other minor impr	60,000	60,112	100%															C17
708082.5	Ross - Recreation Ground electrical upgrade	10,000	-	0%															
708083	All Areas - Registered Key Locking System 2	60,000	12,488	21%															
708085	Cry - Batholomew Park, play equipment and shelter upgrade	100,000	-	0%															
708086	Pth - William Street Reserve, memorial seat (Stagg)	5,000	747	15%															
708087	Lfd - Town Hall - improvements incl foyer dampness	50,000	-	0%															
708088	Lfd - Above Library, improvements and toilet	50,000	42,085	84%															
708089	Lfd - Bruce Place subdivision	-	3,945	0%															
715254	BUDGET ONLY NO ORDERS All Areas - Play Ground Equipment	50,000	-	0%															
715255.4	Pth - WilliamSt Reserve BBQ	-	954	0%															
714846.8	Ross - Exercise Play Equipment old school ground	-	-	0%															
715255.6	Pth - Train Park BBQ Shelter & Toilet Maintenance	85,000	68,879	81%															
Total - Other Recreation Projects		2,701,818	637,730	24%															
Total Recreation		3,063,218	856,903	28%															
Buildings																			
707942	Avoca - Public Buildings Program	550	552	100%															C17
707954	Evan- Renovations / Upgrades Murray St Units	45,000	44,975	100%															C17
		45,550	45,527	100%															
Ctown - War Memorial Oval Amenities Upgrade																			
707805.87	Ctown - War Memorial Recreation Ground - Carpet cleaner extractor	9,000	8,856	98%															
707805.89	Ctown - War Memorial Oval Amenities Memorabilia, and joinery, kitchen access, a	41,500	18,996	46%															
Total Ctown - War Memorial Oval Amenities Upgrade		50,500	27,852	55%															
Lfd - Longford Community Sports Centre Redevelopment																			
707752.98	Lfd - Sports Centre Gym - Stadium floor upgrade and basketball backboards	40,000	2,790	7%															
707752.99	Lfd - Sports Centre Gym - Painting exterior walls	50,000	-	0%															
Total Lfd - Longford Community Sports Centre Redevelopment		90,000	2,790	3%															
Other Buildings																			
707766	Lake Leake - Amenities Upgrade	7,000	6,957	99%															C17
707766.5	Lake Leake - BBQ	15,000	11,886	79%															
707775	Avoca - Hall Toilet Upgrade	50,000	-	0%															
707808	Lfd - Library Entrance Ramp	74,500	74,667	100%															C17
707868	Cry - Town Hall Improvements Entrance Ramp	87,000	86,965	100%															C17
707869	Cry - Pool Improvements State and Federal Funding	-	-	0%															
707869.5	Cry - Pool Improvements Stage 2	-	-	0%															
707869.6	Cry - Pool Improvements Stage 2 - Furniture Pool Surrounds	-	-	0%															
707871	Evan - War Memorial Hall Improvements Roof Replacement	8,000	5,534	69%															
707872	Evan - Falls Park Pavillion Improvements Painting	31,000	-	0%															
708082.5	Ross - Recreation Ground electrical upgrade	15,000	-	0%															

Perth Main Street & Bypass - Associated Works				
751425	Pth - Youl Road K&G Seal Verge and Bike Track from Phillip	350,000	-	0%
751614	Lfd - Entrance Roundabout Landscaping	200,000	7,000	4%
751614.6	W/Junct - Hobart Road Shared Path Way	250,000	144,418	58%
752010	Perth Bypass - Planting Vegetation Corridors	-	808	0%
752015	Perth - Bypass Associated Works	-	29,067	0%
752017	Budget Only - Perth Bypass Roundabout and Town Entry Landscaping	-	1,975	0%
752017.4	Perth Bypass - Haggerston Road Trees	-	1,516	0%
752025	Pth - Main Street Program	1,641,000	669,886	41%
752025.7	Pth - Main Street Program - Jumbo bins	-	25,810	0%
752026	Pth - Fairtlogh Street - Construction of a school crossing and associated works	52,300	53,729	103%
752027	Ross - High Street, Bollards outside post office	6,000	375	6%
752028.6	Ross - Railway Crossing High Street - footpath crossing	60,000	-	0%
	Perth Bypass - Associated Works	2,559,300	934,584	37%
Perth - George St Clarence to End K&G and Verge				
750474.1	Pth - Geogr St Clarence to End K&G and Verge	-	85	0%
		-	85	0%
Resealing Program				
715005	Roads - Resealing All Areas	\$830,473.00	\$0.00	0%
715005.008	Ross - Reseal Badajos St Ch 0.0 to Ch 0.075	\$0.00	\$1,383.00	0%
715005.0082	Ross - Reseal Badajos St Ch 0.120 to Ch 0.307	\$0.00	\$4,150.00	0%
715005.0158	Ross - Reseal Bond St Ch 0.0 to Ch 0.298	\$0.00	\$1,383.00	0%
715005.0159	Ross - Reseal Bond St Ch 0.298 to Ch 0.352	\$0.00	\$1,383.00	0%
715005.016	Ross - Reseal Bond St Ch 0.532 to Ch 0.767	\$0.00	\$1,383.00	0%
715005.0161	Ross - Reseal Bond St Ch 0.767 to Ch 0.922	\$0.00	\$1,383.00	0%
715005.0188	Ross - Reseal Bridge St Ch 0.303 to Ch 0.363	\$0.00	\$2,617.00	0%
715005.019	Ross - Reseal Bridge St Ch 0.692 to 0.936	\$0.00	\$1,234.00	0%
715005.0191	Ross - Reseal Bridge St Ch 0.936 to 1.165	\$0.00	\$1,234.00	0%
715005.0224	Lfd - Reseals Asset 224 - Burghley St, William St0 to High St 155	\$0.00	\$1,375.00	0%
715005.0239	Lfd - Reseal Catherine St Ch 0.206 to 0.226	\$0.00	\$1,375.00	0%
715005.0242	Lfd - Reseal Catherine St Ch 0.657 to 0.675	\$0.00	\$1,375.00	0%
715005.0246	Lfd - Reseal Catherine St Ch 1.139 to 1.531	\$0.00	\$1,375.00	0%
715005.0376	Pth - Reseal Drummond St Ch 0 to 0.168	\$0.00	\$10,137.00	0%
715005.0377	Pth - Reseal Drummond St Ch0.168-0.377	\$0.00	\$21,320.00	0%
715005.0378	Pth - Reseal Drummond St Ch0.530-0.607	\$0.00	\$34,032.00	0%
715005.0379	Pth - Reseal Drummond St Ch0.607-0.688	\$0.00	\$9,155.00	0%
715005.0464	Lfd - Reseals Asset 464 - George St, Pakenham St 0 to William St 71	\$0.00	\$1,375.00	0%
715005.0465	Lfd - Reseals Asset 465 - George St, William St 71 to Archer St 207	\$0.00	\$1,375.00	0%
715005.0536	Lfd - Reseal Hay St Ch 0.370 to 0.500	\$0.00	\$1,375.00	0%
715005.0554	Reseal - Lfd - High St, Wellington St 0 to Marlborough St 205	\$0.00	\$1,375.00	0%
715005.0555	Lfd - Reseal Asset 555 - High St, Marlborough St205 to Pakenham St 378	\$0.00	\$1,375.00	0%
715005.0559	Lfd - Reseal High St Ch0.741-0.784	\$0.00	\$1,375.00	0%
715005.0562	Ross - Reseal High St, Church to Bond	\$0.00	\$1,383.00	0%
715005.0566	Ross - Reseal High St, Waterloo to Ch 0.970	\$0.00	\$1,234.00	0%
715005.0578	Lfd - Reseal Hobhouse St 0.729 to 0.909	\$0.00	\$1,375.00	0%
715005.0609	Lfd - Reseal Howick St Ch 0.512 to 0.595	\$0.00	\$1,375.00	0%
715005.0972	Lfd - Reseals Asset 972 - Pakenham St, William St 0 to High St 295	\$0.00	\$2,962.00	0%
	Total Resealing Program	830,473	112,873	14%
Resheeting Program				
715125	Southern - Resheeting	251,327	64,246	26%
715460	Roads Northern - Resheeting	251,327	128,472	51%
	Total Resheeting Program	502,654	192,718	38%

750442.5	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Seal	-	12,215	0%									
750442.6	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Footp	-	3,416	0%									
750442.7	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Natur	-	2,681	0%									
750442.8	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Drivev	-	3,566	0%									
750442.9	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Other	-	8,246	0%									
750544	Town - Main Street Project	2,450,000	202,259	8%									
750545.7	Town - Main Street Project - Jumbo Bins	-	65,300	0%									
750579	Lfd - Hobhouse St Reconstruction Catherine to Burghley	130,000	370	0%									
750910	Evan - Murray St & Scone St Verge Parking Spaces	50,000	-	0%									
751615	Lfd - Waste Transfer Station Sealing of Entrance & Ramps plus Eastern Security Fei	85,000	-	0%									
788651.1	Lfd - Anstey Street - Stormwater Kerb and road widening - Excavation	55,000	23,435	43%									
788651.3	Lfd - Anstey Street - Stormwater Kerb and road widening - Base	-	4,336	0%									
788651.5	Lfd - Anstey Street - Stormwater Kerb and road widening - Seal	-	25,765	0%									
788651.7	Lfd - Anstey Street - Stormwater Kerb and road widening - Naturestrips	-	1,340	0%									
752027	Ross - High Street, Bollards outside post office	-	-	0%									
750500.91	Evan - Glen Esk Rd Reconstruction Ch 5.660 to 7.530 Stormwater	-	-	0%									
	Total Other Road Projects	5,743,528	952,560	17%									
	Total Roads	10,413,955	2,560,805	25%									
	Bridges												
740050	All Areas - Bridge Guard Rail Replacement Allocation (Budget Only)	200,000	-	0%									
741172	Lfd - Bridge 1172 : Blackwood Crk Road, Brumby	454,200	380,848	84%									C20
743473	Lfd - Bridge 3473 - Jones Road	331,500	227,622	69%									C20
744927	Lfd - Bridge 4927 - Liffy Road - Over Bates Creek replace culverts with bridge	331,500	348,918	105%									C20
749963	Pth - William Street Reserve Bridge No 9963	-	655	0%									
	Total Bridges	1,317,200	958,043	73%									
	Urban Stormwater Drainage												
788575	BUDGET ONLY NO ORDERS Storm Water Drainage - Unallocated Projects	-	-	0%									C21
788628	Pth - Stormwater Main Replacement Frederick St Perth Norfolk to No 65	44,000	44,319	101%									C21
788632	Evan - Stormwater Barclay St Subdivision Contribution	41,000	45,037	110%									
788633	All Areas - Stormwater Side Entry Pit Renewals Program	46,000	-	0%									C21
788646	Pth - Stormwater - Arthur Street detention	415,000	415,192	100%									C22
788648	Town - Stormwater High St Esplanade Humceptor Installation	90,000	870	1%									
788649	Ross - Stormwater Waterloo St Culvert	20,000	-	0%									
788653	Pth - Storm Water Detention Basin Works 1-13 Cromwell St	-	11,298	0%									
788655	Town - Stormwater Recreation Ground Humceptor Installation	45,000	-	0%									
788656	Town - Stormwater High St west of 1a Bond Street - culvert upgrade	30,000	-	0%									
788657	Town - Stormwater High St Esplanade Humceptor Installation	20,000	-	0%									
788658	Town - Stormwater Church/High Streets - Duplicate culvert upgrade pits and insti	100,000	-	0%									
788659	Town - Stormwater East Street William St south - rock drain against rail line	100,000	-	0%									
	Town - Stormwater Fire Station to Genelg - extension	-	-	0%									C23
788660	Lfd - Stormwater Carins Street, Union to end, instal low flow pipes and v-pits, resh	30,000	1,450	5%									
788661	Pth - Stormwater CCTV West Perth	-	-	0%									
788662	Pth - Stormwater - Frederick Street, Cromwell to Napoleon, Realign open drain an	50,000	-	0%									
788663	Pth - Stormwater Perth Recreation Ground northern side drainage	30,000	240	1%									
788665	Pth - Stormwater DRF Sheepwash Creek Flood Mitigation Project	100,000	47,484	47%									C24
788666	Town - Stormwater Ext Fire Station to Genelg	50,000	-	0%									
788667	Lfd - CCTV Stormwater System	60,000	-	0%									
	Total Urban Stormwater Drainage	1,271,000	565,890	45%									
	Total Capital - Works Department	21,229,352	8,714,608	41%									
	Total Capital Works All Departments	21,867,215	8,985,218	41%									

CEMETERIES

Originated Date:	Adopted 20 January 2014 – Min. No. 13/14 (as Policy 71)
Amended Date/s:	Revised 17 July 2017 – Min. No. 236/17 Revised 13 December 2021 – Min. No. – 490/21 <u>Revised 19 February 2024 – Min. No. /24</u>
Applicable Legislation:	<i>Local Government Act 1993</i>
Objective	To control and manage cemeteries in the Northern Midlands municipal area, which are managed by the Northern Midlands Council.
Administration:	Corporate Services
Review Cycle/Date:	<u>Next review 20275</u>

1. PURPOSE

This policy applies to all cemeteries managed by the Northern Midlands Council.

The policy 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 tradespersons are included so as to ensure a standard of workmanship that is in the interests of public safety.

2. DEFINITIONS

In this policy, unless a different intention appears:

<i>Authorised Officer:</i>	includes the General Manager, the Works Manager, an employee of the Council who is employed in association with the work of a cemetery and a member of the Tasmania Police;
<i>Cemetery:</i>	means the area set aside for burials, memorials, landscaping, roads, paths, together with all buildings and structures;
<i>Council:</i>	means the Northern Midlands Council;
<i>Council Medical Officer of Health:</i>	means the person appointed by Council holding the position of Council Medical Officer of Health;
<i>Funeral:</i>	means the procession and service for burial or cremation;
<i>Grave site:</i>	means any burial place formed in the ground in the cemetery by excavation;
<i>Plaque:</i>	means a metal casting, etching, or engraving, approved by the Manager and placed as a memorial to the deceased;
<u><i>Name Plate</i></u>	<u>means a plate that is made of metal, stone, plastic or other durable material; and engraved, printed, stamped, or otherwise marked, with the family name and at least one given name of the deceased person;</u>
<i>Private Site:</i>	means a grave site for which an exclusive right of burial has been granted and upon which a monument or plaque can be erected;
<i>Manager:</i>	means the person holding the position of General Manager of the Northern

Midlands Council or any person lawfully working under that person or at their direction;

Monument: includes any concrete, granite, marble, stone or metal structure or plaque erected or placed on a grave site in memory or in honour of a deceased person;

Standard Plaque: means a bronze plaque ordered through and supplied by Council;

Standard Plinth: means a plinth ordered through and supplied by Council;

Vault: means a burial chamber constructed of brick work, stone-work or other masonry material in which human remains are or may be interred.

3. FUNERALS

3.1 MANAGERIAL APPROVAL

A funeral must not be held at a cemetery under the control of the Council without the approval of the Manager.

3.2 REGISTER OF BURIALS (INCLUDING PLACEMENT OF ASHES)

The Council is to maintain:

- 3.2.1 a register for burials and placement of ashes, and
- 3.2.2 a plan of each cemetery.

3.3 DETAILS IN REGISTER OF BURIALS

The General Manager is to ensure that details are entered in the register in respect of each burial as well as placement of ashes, in the cemetery in accordance with the particulars furnished in each Order for Burial together with:

- 3.3.1 the number, location and depth of the grave (as well as the site of the placement of the ashes); and
- 3.3.2 a record of the number of persons, if any, who have previously been buried, or ashes deposited, at the site.

3.4 DAYS ON WHICH FUNERALS CAN BE HELD

A person must not conduct a funeral at a cemetery on a Saturday afternoon, Sunday or public holiday without prior approval of the General Manager unless, the Council Medical Officer of Health certifies that it is necessary for it to be conducted for reasons of public health.

Penalty: a fine not exceeding 5 penalty units.

3.5 TIMES FOR FUNERALS

- 3.5.1 A funeral may be conducted at a cemetery between 9.00 am and 3.00 pm on weekdays. All other times to be approved by the Manager.
- 3.5.2 All times other than during the period in clause 3.5.1 (above), to be approved by the Manager.

3.6 REQUEST FOR BURIAL

- 3.6.1 A request for a burial from the funeral director or other person conducting the service, must be lodged with the Manager, in the case of a burial, not less than seven (7) working hours before the burial.
- 3.6.2 Otherwise than with the approval of the Manager, any person lodging an order for burial as provided in clause 3.6.1 (above) must, at the time of lodging the order, give to the Manager on a form approved by the Council, full written details of:
 - 3.6.2.1 name, sex, age and date of death of the deceased;
 - 3.6.2.2 the last known home address of the deceased;
 - 3.6.2.3 whether the deceased was suffering from an infectious disease at the time of death; and
 - 3.6.2.4 such other matters as the Council may legally require.

3.7 REQUEST FOR PRIVATE SITE/EXCLUSIVE RIGHT OF BURIAL PLOT

3.7.1 A request for a private site/exclusive right of burial in a particular plot must be lodged with the Manager in the prescribed form.

4. REGISTRATION

4.1 DETAILS GIVEN ORALLY

An applicant for a burial may notify the Manager that a burial is required and, with the approval of the Manager, provide the written details prescribed in Clause 3.6.2 (above) at a later date.

5. GRAVES

5.1 DIGGING OF GRAVES

- 5.1.1 The Council will dig all ordinary graves.
- 5.1.2 Any arrangements for the digging of graves other than as provided in clause 5.1.1 will require approval of the Manager.

5.2 LOCATION OF GRAVE SITE

The Manager shall determine the location of any grave site.

5.3 MINIMUM GRAVE DEPTHS

- 5.3.1 A burial will not be permitted unless the minimum cover of earth over the coffin is 1 metre 220 mm from the lowest part of the ground surrounding the grave, except as provided by clause 5.3.3 (below) or at least 2 metres in the case of a grave intended for a double burial.
- 5.3.2 The burial of a child under the age of ten years will be permitted only when the grave is excavated to a minimum depth of 1 metre 220 mm from the lowest part of the ground surrounding the grave.
- 5.3.3 If, when the grave is excavated, the minimum cover cannot be provided, as an alternative concrete may, on payment of the fee prescribed by the Council, be used on the formula of 50 mm of concrete being the equivalent of 310 mm of earth.

5.4 PLACEMENT OF ASHES

- 5.4.1 The cremated remains of a person may be placed in a niche wall following the approval given by an authorised officer.
- 5.4.2 Removal of ashes shall be made only by a Council employee.
- 5.4.3 All plaques shall be placed or removed by a Council employee.

5.5 RE-OPENING A GRAVE

- 5.5.1 An ordinary grave may be re-opened and used for a second burial at any time after the first burial:
 - 5.5.1.1 if the grave is contained in ground that has been excavated in accordance with clause 5.3.1 (above) for a double burial, and
 - 5.5.1.2 provided that, upon re-opening a layer of earth, not less than 0.3 metres in thickness is left undisturbed above the previously buried coffin.
- 5.5.2 If upon re-opening a grave soil is found to be offensive, the soil shall be replaced immediately and that grave shall not be re-used.
- 5.5.3 Unless a warrant has been obtained, no person shall upon the re-opening of a grave remove any human remains.
- 5.5.4 A second burial shall not be permitted in any grave, unless there is room for at least 1-2 metres in depth of earth from the top of the coffin to the level of the lowest part of the surface of the ground occupied by the grave.

5.6 NAMEPLATE TO BE INTERRED WITH HUMAN REMAINS

- 5.6.1 All human remains interred in a cemetery, whether interred in the ground, in a vault or otherwise, are interred with an approved nameplate that -
 - (a) in the case of human remains interred in a coffin, is affixed to the coffin; or
 - (b) in the case of human remains interred without a coffin, is placed on top of the remains; or
 - (c) in the case of a vault, is placed on the exterior of the vault.

Penalty: a fine not exceeding 10 penalty units.

5.7 INTERNMENT OF HUMAN REMAINS IN A VAULT

5.7.1 The human remains interred in an above-ground vault are –

(a) arterially embalmed (means the process of introducing preservative fluid to bodily tissue of human remains by means of an injection into, or through, the circulatory system); and

(b) interred in a manner that –

(i) prevents the escape of bodily fluids or odour from the vault; and

(ii) ensures that the human remains are secure against unauthorised access; and

(iii) ensures that the human remains are secure against insects and vermin.

Penalty: a fine not exceeding 10 penalty units.

5.8 CLOSING GRAVE AFTER INTERNMENT

5.8.1 An open grave must be closed as soon as practicable after the internment; and once it has been closed it must be secured against unauthorised access at all times.

Penalty: a fine not exceeding 10 penalty units.

6. MONUMENTS

6.1 ERECTION OF MONUMENTS

6.1.1 A person shall not construct or erect any structure in a cemetery except with the written approval of an authorised officer.

6.1.2 An application for the approval under clause 6.1.1 (above) shall be accompanied by a sketch or plan of the structure to be constructed or erected showing measurements and particulars of the materials proposed to be used.

6.1.3 In areas set aside as a “niche wall” or “rose garden”, only the standard plinth and standard plaque provided by Council shall be permitted (plaque size – 133mm x 143mm).

6.2 TEMPORARY MEMORIAL

The Council may enter into an agreement with any person to provide, erect and maintain a wooden cross as a temporary memorial for a period not exceeding two (2) years from the date of any burial.

6.3 REPAIR OF MONUMENTS, VAULTS, GRAVES OR FENCES

6.3.1 An owner of any monument, vault, grave, or fence must keep the same in good repair and proper condition at their own expense.

Penalty: a fine not exceeding 3 penalty units.

6.3.2 If the owner fails to keep any monument, vault, grave, or fence in proper repair, or if the terms and conditions upon which permission to erect or construct it or the provisions of this policy have not been complied with, the Council may take down and remove that monument or other erection or do any other work it considers necessary.

6.4 HEADSTONES IN LIMITED MONUMENTAL LAWN CEMETERY

6.4.1 The maximum allowable dimensions for a headstone in a limited monumental lawn cemetery are 900mm wide, 400mm high and 150mm deep – no structures are to encroach on to the area that is maintained by Council.

6.4.2 Receptacles for floral tributes must be provided within the dimensions in clause 6.4.1 (above).

6.5 JOINT MONUMENTS

6.5.1 A joint monument is permissible for side by side graves if it meets the allowable height and depth dimensions specified in clause 6.4.1 (above).

6.5.2 The width of a joint monument must not exceed that of individual monuments for the same number of graves.

6.6 STRUCTURES NOT PERMITTED

6.6.1 A person must not construct or erect in the cemetery any catacomb or wooden structure, other than a wooden cross erected under clause 6.2 (above).

Penalty: a fine not exceeding 10 penalty units.

6.6.2 Council may remove any structure that does not comply with this Policy.

6.7 FENCES

A fence erected must be of metal construction and must not exceed 760 mm in height.

Penalty: a fine not exceeding 4 penalty units.

7. CONSTRUCTION

7.1 CONSTRUCTION

A person must not erect a monument in a cemetery unless that person is, in the opinion of the Manager, either a qualified monumental mason or a person who is sufficiently experienced in carrying on such work.

Penalty: a fine not exceeding 5 penalty units.

7.2 TIMES OF CONSTRUCTION

A person must not carry on any monumental mason's work at the cemetery on a public holiday or otherwise than between 8.00am and 4.30pm on weekdays.

Penalty: a fine not exceeding 4 penalty units.

7.3 STANDARD OF CONSTRUCTION

Any structure to be erected in the cemetery will not be authorised by the Manager unless the proposed structure conforms to any relevant Australian Standards.

7.4 GRAVE NUMBERS

The grave site number, in accordance with the Council plan of the cemetery, must be marked on the base of every monument so as to be clearly visible from the foot of the grave.

7.5 CONSTRUCTION EQUIPMENT

A person erecting a monument, headstone, wall, railing or memorial of any description must not place any plant, equipment, or surplus materials on any adjoining grave or ground, unless authorised by the Manager.

Penalty: a fine not exceeding 2 penalty units.

7.6 CONSTRUCTION DEBRIS

A person responsible for construction work on a grave site must remove all stones, refuse, and rubbish remaining after construction work is completed and must leave the area clean and tidy.

Penalty: a fine not exceeding 2 penalty units.

8. PLAQUES, VASES AND FLORAL TRIBUTES

8.1 STANDARD PLAQUES AND VASES

All plaques and vases must meet the requisite standard as determined by Council.

8.2 AFFIXING OF PLAQUES

All plaques must be affixed or removed by an employee of Council or an officer authorised by Council.

8.3 NUMBER OF VASES

A person can only place, in a lawn cemetery, vases on either side of the headstone located on the concrete plinth (maximum 2).

Penalty: a fine not exceeding 1 penalty unit.

8.4 FLORAL TRIBUTES

Floral tributes placed on a grave may be displayed for a maximum of seven (7) days from the time of the funeral, after which they may be removed and disposed of by an authorised officer.

9. BEHAVIOUR IN CEMETERIES

9.1 PLANTING OF TREES, SHRUBS OR PLANTS PROHIBITED

A person must not plant a tree, shrub or plant in any ground in a cemetery without the consent of the Manager.

Penalty: a fine not exceeding 2 penalty units.

9.2 ANIMALS

9.2.1 Except as provided by clause 9.2.2 (below), a person must not possess, or have under their control, an animal in a cemetery.

Penalty: a fine not exceeding 5 penalty units.

9.2.2 This clause does not apply to guide dogs for the blind.

9.3 DISORDERLY CONDUCT

A person must not:

- (i) be intoxicated; or
- (ii) use indecent and/or offensive language; or
- (iii) act in a disorderly way in a cemetery.

Penalty: a fine not exceeding 5 penalty units.

9.4 COMMITTING A NUISANCE

A person must not obstruct, hinder or annoy any member of the public in a cemetery.

Penalty: a fine not exceeding 5 penalty units.

9.5 DAMAGE TO OBJECTS PLACED ON GRAVE SITES

A person, other than an authorised officer, must not remove, damage or interfere with any flowers, plants or other objects placed on or in any grave site.

Penalty: a fine not exceeding 5 penalty units

9.6 DAMAGE TO GRAVES, MONUMENTS ETC.

A person must not write on, cut, mark, paint on or disfigure any grave, monument, building, fence, niche wall, rose garden placement, tree or any other thing in a cemetery.

Penalty: a fine not exceeding 5 penalty units

9.7 DISTRIBUTION OF ADVERTISING MATERIAL

A person must not in a cemetery distribute or arrange to be distributed or affix to any Council property any advertisement, book, card, notice, pamphlet, print, paper or placard.

Penalty: a fine not exceeding 5 penalty units.

9.8 CONDUCTING A TRADE OR BUSINESS

A person must not carry on any trade or business within a cemetery unless authorised by the Council.

Penalty: a fine not exceeding 5 penalty units.

9.9 DAMAGE TO COUNCIL PROPERTY

A person must not remove or damage or interfere with Council property in a cemetery.

Penalty: a fine not exceeding 5 penalty units.

9.10 DRIVING OF VEHICLES

- 9.10.1 A person, other than an authorised officer, must not drive a vehicle in a cemetery except:
- (i) on roads, paths or tracks provided for vehicles; and
 - (ii) at a safe speed not in excess of 10 kilometres an hour; and
 - (iii) when observing and complying with any directional signs and the directions of an authorised officer.
- Penalty: a fine not exceeding 5 penalty units.**
- 9.10.2 This clause does not apply to vehicles owned or operated by an emergency service.

9.11 USE OF BICYCLES ETC.

A person must not ride, drive or use any small wheeled vehicle including bicycle, tricycle, skateboard, in-line skates, scooter or roller skates or other vehicle in a cemetery except on roads, paths or tracks provided for this type of traffic.

Penalty: a fine not exceeding 5 penalty units.

10. ENFORCEMENT

10.1 REMOVAL FROM AREA

- 10.1.1 An authorised officer may remove any person from a cemetery if the person commits an offence against this policy or is reasonably believed by the authorised officer to be offending against this policy.
- 10.1.2 A police officer may assist an authorised officer to remove the person if an authorised officer who is an employee of the Council reasonably believes that the person is offending against this policy.
- 10.1.3 A police officer may arrest a person whom an authorised officer reasonably believes is offending against this policy.

10.2 THE EXECUTION OF WORK

- 10.2.1 The Manager may require that work be executed or a thing be done by a person who has committed an offence under this policy within the periods and in the manner directed by the Manager or by an authorised officer.
- 10.2.2 The Manager or an authorised officer may direct that the work be done only by a person with the appropriate qualifications.
- 10.2.3 Council may carry out the work at the person's cost if the person directed to do work under this clause defaults.
- 10.2.4 A payment made under this clause is to be in addition to a penalty imposed under this policy.

10.3 INFRINGEMENT NOTICES

- 10.3.1 An authorised officer may:
- 10.3.1.1 issue an infringement notice to a person that the authorised officer has reason to believe is guilty of a specified offence;
 - 10.3.1.2 issue one infringement notice in respect of more than one specified offence;
 - 10.3.1.3 impose a monetary penalty for the specified offence in respect of which the infringement notice is issued.
- 10.3.2 Infringement notices may be issued in respect of the offences specified in the Schedule to this Policy and the penalty specified being payable under an infringement notice issued in respect of that offence.
- 10.3.3 The value of a penalty unit is as determined by the Tasmanian Department of Justice and applies to an infringement notice issued under this Policy and in accordance with Council's fees and charges.

10.4 MONIES PAYABLE TO COUNCIL AND RECOVERABLE AS A DEBT

All monies payable to the Council or General Manager in respect of an infringement notice are a debt due to the council and recoverable at law.

SCHEDULE 1: CEMETERIES POLICY – INFRINGEMENT NOTICE OFFENCES

<i>CLAUSE</i>	<i>GENERAL DESCRIPTION OF OFFENCE</i>	<i>PENALTY (Penalty Units)</i>
6.3	<i>Failure to keep monument in good repair</i>	3
6.6	<i>Construct any catacomb or wooden structure</i>	10
6.7	<i>Erect fence contrary to Council policy</i>	4
7.1	<i>Erect monument if unqualified</i>	5
7.2	<i>Carry out monumental mason's work outside permitted times</i>	4
7.5	<i>Place construction equipment etc. on adjoining grave or ground without authority</i>	2
7.6	<i>Failure to leave area in a clean and tidy condition following construction work at grave site</i>	2
8.3	<i>Place vases contrary to Council policy</i>	1
9.1	<i>Plant trees, shrubs or plants without authority</i>	2
9.2	<i>Have animal, other than guide dog, at cemetery</i>	5
9.3	<i>Be intoxicated or behave contrary to Council policy</i>	5
9.4	<i>Commit nuisance by obstructing, hindering or annoying member of public</i>	5
9.5	<i>Remove, damage or interfere with objects placed on grave site</i>	5
9.6	<i>Mark or disfigure grave or other thing</i>	5
9.7	<i>Distribute advertising material</i>	5
9.8	<i>Carry on trade or business without authority</i>	5
9.9	<i>Remove or damage Council property</i>	5
9.10	<i>Drive vehicle contrary to Council policy</i>	5
9.11	<i>Ride bicycle, use skates, skateboard etc other than on designated roads, paths or tracks</i>	5

ON-SITE STORMWATER DETENTION

Originated Date: Adopted 24 June 2019 (min. ref. 178/19)

Amended Date/s:

Applicable Legislation: *Urban Drainage Act 2013*
 Australian Rainfall and Runoff 2016 2019
 State Stormwater Strategy 2010
 AS3500.3:2003 Plumbing and Drainage
 Tasmanian Stormwater Policy Guidance and Standards for Development 2021

Objective To ensure that stormwater runoff generated by new developments does not adversely impact downstream properties.

Administration Community and Development

Review Cycle/Date: Next review by June 2023 2028.

1. PURPOSE

This policy details the safeguards enforced by Council to ensure that stormwater runoff generated by new developments does not adversely impact downstream and surrounding properties for all storm events up to and including the 100-year Average Recurrence Interval (1% Annual Exceedance Probability) event.

2. DEFINITIONS

<i>Annual Exceedance Probability (AEP)</i>	The probability that a given rainfall total accumulated over a given duration will be exceeded in any one year.
<i>Average Recurrence Interval (ARI)</i>	The average or expected time period between exceedances of a given rainfall total accumulated over a given duration. It is implicit in this definition that the periods between exceedances are generally random.
<i>Catchment</i>	The land area draining to a point of interest.
<i>Council</i>	Means Northern Midlands Council established in accordance with the <i>Local Government Act 1993</i>
<i>Councillors</i>	Means the individuals holding the office of a member of Northern Midlands Council
<i>Council officer</i>	Means the General Manager and staff of Council appointed by the General Manager.
<i>Discharge</i>	Rate of flow of stormwater expressed in unit volume per unit time (litres per second).
<i>Drainage System</i>	Comprises all components of stormwater infrastructure from the legal point of stormwater discharge to the receiving water body. Includes both constructed assets (pipes, culverts, overland flow paths, roadways, kerb and gutters) and natural assets (waterways and creeks).
<i>On-site Stormwater Detention (OSD)</i>	Temporary storage and controlled discharge of stormwater runoff intended to reduce the peak flow from a site.
<i>Overland Flow</i>	The surface flow of stormwater runoff that occurs when the volume of runoff exceeds the capacity of the piped drainage system.
<i>Permissible Site Discharge (PSD)</i>	The Permissible Site Discharge (PSD) is the maximum allowable post-development discharge from a site for the selected discharge design storm and is estimated on the basis that flows in the downstream stormwater drainage system will not be increased.
<i>Runoff</i>	The portion of rainfall that does not infiltrate into the soil, resulting in the presence of surface water.

3. APPLICATION

This policy applies to:

- All commercial, industrial and special use (e.g. community, educational, recreational) buildings or structures
- Multiple dwellings, and where
- The existing drainage system is unable to accommodate an increase in stormwater discharge from the site.

Refurbishment of existing buildings and hardstand which does not increase the impervious area of the site is exempt from this policy.

There may be instances where Council will specify alternative requirements based on identified local conditions.

4. CONTEXT

Australian Rainfall and Runoff 2016 2019 and *Australian Standard AS3500.3:2021 Plumbing and Drainage* establish that stormwater runoff in all storm events up to and including the 1% AEP storm event must be conveyed safely and not present a hazard to people, vehicles, or cause significant damage to property.

Council has a responsibility under the *Urban Drainage Act 2013* to ensure that new developments within urban areas do not adversely impact on the performance of the local stormwater drainage system or cause an unreasonable flow of water on to downstream or surrounding properties.

This will be achieved by ensuring, where necessary, that on-site stormwater detention systems are incorporated into intensely developed sites to reduce the peak flow of stormwater from the site. The on-site detention system reduces the peak flow by temporarily storing stormwater runoff within the development site while discharging to the Council drainage system at a controlled rate.

The need for an on-site stormwater detention system will be assessed by Council upon receipt of a planning or plumbing application. The installation of an on-site stormwater detention system will be enforced as a planning permit condition, or a plumbing permit condition, and/or as a direction from Council as the Stormwater Service Provider.

5. EXCEPTIONS

Council may consider waiving a requirement for on-site stormwater detention where:

- The downstream drainage system has been upgraded to accommodate the increase in runoff from the site for all storm events up to and including the 1% AEP event; or
- Where the natural overland flow path is to the road or to an area Council deems as low risk (i.e. not to a developed/developable neighbouring property) Council may only require the 20 year ARI (5% AEP) storm to be detained

6. DESIGN OBJECTIVES

The on-site stormwater detention system must:

- Restrict the rate of stormwater discharge to the permissible rate of discharge during the design storm event specified by Council (up to and including the 1% AEP);
- Provide sufficient storage to ensure peak flow rates at any point within the downstream drainage system do not increase as a result of the development during the design storm event specified by Council (up to and including the 1% AEP), unless the downstream drainage system has been designed to accommodate an increase in stormwater discharge from the site;
- Drain within 72 hours to ensure the storage volume is available for a subsequent storm event.

The on-site stormwater detention system should:

- Be integrated into the design of the development so that adequate storage areas are included in the initial stages of the site design.

7. DESIGN GUIDELINES

- Based on the size of the site and the proposed proportion impervious surfaces Council will provide the permissible site discharge (PSD) of the total development (refer to Table 1).
- For developments where the overland flow path is to the road and/or to an area Council deems as low risk, and the 5% AEP storm event is detailed, Council will provide the required PSD and detention volume (refer to Table 1). This volume is applicable only where the entire site drains to a single detention volume.
- The required detention volume for developments where the overland flow path is to the road, and/or to an area

Council agrees is low risk, can then be inferred from Table 1. This volume is applicable only where single detention storage volume controls the entire site. Alternatively, modelling may be undertaken in accordance with methods described Australian Rainfall and Runoff 2019 Book 9 Chapter 6 to determine the required detention volume.

- For developments which do not grade to the road or a dedicated overland flow path, the 1% AEP storm event shall be detained with a PSD as per Table 1. Where the entire site drains to a single detention volume, the detention volume may be calculated as the peak volume from a range of storm durations using methods such as the Boyd or Culp methods or STORM updated. Alternatively, modelling may be undertaken in accordance with methods described Australian Rainfall and Runoff 2019 Book 9 Chapter 6 to determine the required detention volume.
- For complicated detention arrangements, i.e. where detention is being provided within a number of separate storages and/or connections, the arrangement must be proven to achieve the permissible site discharge from the entire site, in accordance with modelling methods described Australian Rainfall and Runoff 2016 2019 Book 9 Chapter 6. Council require evidence of how the individual elements and entire system behaves during the duration of the design rainfall events.
- In all situations calculations and/or modelling must be presented to Council which show the PSD is not exceeded.
- Design of the detention system must be undertaken by an accredited engineer eligible for membership of Institute of Engineers Australia or equivalent.

8. MAINTENANCE REQUIREMENTS

The property owner is responsible for the operation and maintenance of the on-site stormwater detention system. Where the on-site stormwater detention system is located on common property within a multi-dwelling site, the body corporate is responsible for the operation, maintenance and replacement of the system.

Stormwater detention systems should be designed and installed in accordance with AS3500.3 and be covered by an Operation and Maintenance plan.

Council recommends that on-site stormwater detention systems are installed with anti-blockage devices, e.g. trash screens to prevent orifice blockages, and are cleared of debris and sediment at least once per year to ensure correct operation.

The clearing of below ground storage facilities should be conducted in accordance with the requirements and risk control measures specified in AS2865-2009 Confined Spaces.

9. RECORD KEEPING

Council will keep a register of onsite detention systems for auditing and compliance purposes.

10. REVIEW

The next review of this document is scheduled for completion by 30 June 2028.

TABLE 1: PERMISSIBLE SITE DISCHARGE (L/s) AND MINIMUM 1:20 ARI (5% AEP) DETENTION VOLUME (M3)

Lot size (m ²)	Permissible Site Discharge (PSD) (L/s)	Fraction Impervious					
		50%	60%	70%	80%	90%	100%
100	0.88	0.2	0.3	0.4	0.5	0.6	0.7
200	1.76	0.4	0.6	0.8	1.0	1.2	1.4
300	2.64	0.6	0.9	1.1	1.4	1.8	2.1
400	3.52	0.8	1.1	1.5	1.9	2.3	2.8
500	4.39	1.0	1.4	1.9	2.4	2.9	3.5
600	5.27	1.2	1.7	2.3	2.9	3.5	4.2
700	6.15	1.4	2.0	2.7	3.3	4.1	4.9
800	7.03	1.6	2.3	3.0	3.8	4.7	5.6
900	7.91	1.8	2.6	3.4	4.3	5.3	6.3
1000	8.79	2.0	2.9	3.8	4.8	5.8	7.0
1100	9.67	2.2	3.2	4.2	5.3	6.4	7.7
1200	10.55	2.4	3.4	4.5	5.7	7.0	8.4
1300	11.42	2.6	3.7	4.9	6.2	7.6	9.1
1400	12.30	2.8	4.0	5.3	6.7	8.2	9.8
1500	13.18	3.1	4.3	5.7	7.2	8.8	10.5
2000	17.58	4.1	5.7	7.6	9.6	11.7	13.9
2500	21.97	5.1	7.2	9.5	11.9	14.6	17.4
3000	26.36	6.1	8.6	11.4	14.3	17.5	20.9
3500	30.76	7.1	10.0	13.2	16.7	20.4	24.4
4000	35.15	8.1	11.5	15.1	19.1	23.4	27.9
4500	39.55	9.1	12.9	17.0	21.5	26.3	31.3
5000	43.94	10.2	14.3	18.9	23.9	29.2	34.8
5500	48.33	11.2	15.7	20.8	26.3	32.1	38.3
6000	52.73	12.2	17.2	22.7	28.7	35.0	41.8