2024-03-18 AGENDA OPEN COUNCIL MEETING ATTACHMENTS

Cressy Local District Committee Minutes

Held 14th January 2024

Attendees: Andy Byard, Daniel Rowbottom, Peter Goss, Ann Green, Angela Jenkins, Katie Lamprey, Helen Williams.

Apologies: Maurita Taylor, Richard Goss.

Declaration of Pecuniary Interests.

None.

Confirmation of previous minutes

Moved: Helen Williams

Seconded: Andy Byard

That the minutes of the Cressy Local District Committee held on 29th Nov 2023 be confirmed as a true and correct record of proceedings. CARRIED.

Business arising:

- Cressy dump point Ongoing.
- Swimming pool sign Ongoing.
- Speed Limit sign This has been approved and the new signs have been installed. The committee extends its thanks to the Northern Midlands Council for their assistance with getting the completed.
- New street library Ongoing
- Street Banners ongoing, waiting on further information.
- Playground equipment Quotes and plans were presented to the committee for consideration. The committee has several questions regarding these plans and quotes and seeks a meeting at the park with Lee McCullogh at the park to discuss these queries. Daniel Rowbottom will contact Lee to arrange a time for this meeting. It was suggested that, prior to the go ahead for this project that the committee hold discussion and presentation meeting at the hall for

interested residents as an opportunity to see these plans before installation. Ongoing

- Water Tower Ongoing.

New Business.

- The committee to ask the council if they can arrange to get the War Memorial cleaned prior to Anzac Day, as it's become very grubby.
- The committee has received concerns from residents re the lack of slashing of the roadside between Cressy and Longford, as some areas are quite long and hide the steep drop off. The committee understands that this is not a NMC responsibility but asks if the council could make State Growth aware of the situation.
- As a future project, the committee will ask the council for advice regarding getting a bike track along side of the Cressy – Longford rd.
- Cressy residents have expressed concern regarding the access on to and off the Cressy Main Rd for the berry pickers busses from the Cressy hotel car park, following a recent incident where a motor vehicle was damaged by the turning bus. Concerns were also raised about the safety of pedestrian traffic at this point.

Meeting closed at 7.51 pm.

Next meeting 27th March at 7.00 pm

PERTH COMMUNITY CENTRE MANAGEMENT COMMITTEE (PCCMC)

COMMITTEE GENERAL MEETING MINUTES
Perth Community Centre, 173 Fairtlough Street, Perth, on Tuesday February 6th , 2024. Meeting commenced at 7.05 pm.

PRESENT
Chair Katrina Freeman (KF), Judi McGee (JM), Glenn Leighton (GL), Cr Dick Adams OAM (DA) Jo Saunderson (JS), Ralph McGee (RM)
APOLOGIES
None

MINUTES OF PREVIOUS MEETING
Moved: JM, Seconded: RM, that the minutes from previous meeting Tuesday 5th December, 2023, as read , be accepted as a true record.
CARRIED

BUSINESS ARISING & ACTION SHEET FROM PREVIOUS MINUTES

- GL suggested, due to less income being generated from hire fees since Child Care have moved that we put the purchase of Solar Panels on hold for the time being. It was understood by the committee that we would have to forego the NMC grant as it expires in March. AGREED
- JS advised that she has approached Sam Adams re maps/photos for centre hallway. He is happy to supply A3 prints and it was suggested by JM that we could purchase Poster Frames from Shiploads to save costs of framing. AGREED
- RM advised that the Paddles for the centre defib has been received at a cost of $170. However the battery has now expired. The replacement will cost approx. $420. It was AGREED to go ahead a purchase a new one. Due to excessive running costs of this defib RM is to investigate other brands to perhaps find an alternative with cheaper running costs. **ACTION SHEET**
- JM suggested that when the battery has been received and we know exact cost that a letter is sent to the Perth Lions Club requesting help subsidise the cost. AGREED **ACTION SHEET**

NEW BUSINESS

- RM advised that he has found two suitable monitors for the function room. One is a 42" and one is a 52". The larger one is quite heavy so it was decided to go ahead and purchase the 42" at a cost of $80 approx. A bracket to suit will still need to be purchased **ACTION SHEET**
- JM advised that from the week of February 19th Child Care would again be conducting After School Care at the centre. As they will be only using their facility there will be no hire charge but a power charge will still need to be applied. Previously a charge of $25 per day was being applied for (10 hours per day) so JM suggested that a charge $10 per session (4 hours) be applied. It was also noted that

the air con in their area has been left running overnight, if this happens again a charge of $25 will be incurred. AGREED JM also advised the committee that she had requested that the contract cleaner not clean the centre toilets after staff use on a Tuesday to stop any complaints for hirers again. AGREED

CONTRACT RENEWAL WITH NMC

After some discussion two points were noted.

- Any contract or NMC work/maintenance at the centre must be notified to the Secretary prior to work commencing to alleviate noise/access for hirers.
- Contractors/maintenance workers to leave centre clean, safe and tidy. – there was an instance last year where after access to the water meter and a hole being dug, the hole was not filled in. This then became covered by leaves and a centre volunteer slipped in it. He did not hurt himself but could have potentially twisted or broken his ankle.

As some of the committee have not had time too fully look at the contract JM requested that they advise her of any requested changes/additions before the end of Feb.

TREASURERS REPORT

GL reported that as of Jan 30th 2024 the bank balance was $8,794.10. Moved GL that the report be accepted.
Carried

CORRESPONDENCE

Email from NMC, Updates, Management Agreement Review and Child and Youth Safe Framework

Meeting closed at 7.50pm

Next Meeting.
GENERAL MEETING
Wednesday April 3rd 2024 commencing at 7pm

KATRINA FREEMAN
CHAIR

Minutes of Devon Hills Neighbourhood Watch and Residents Committee

11th February 2024

COVID-19 Safe Plan & Agreement for Hire of Community Hall COVID-19 Requirements for Northern Midlands Council signed and returned prior to meeting.

Present: Phill & Cheryl Canning, Margaret Webster, Alira Davis, Lance Turner, Paul Terret, Janet Lambert

Apologies: Virginia Tempest, Ian Goninon

Meeting Opened: 3.30pm

Previous Minutes:

Moved as Corrected: Margaret Webster

Seconded: Lance Turner

All in Favour: All

Business Arising From Previous Meeting

1) Garage Sale: Saturday 16th March 2024 Phill Canning to organise BBQ supplies & circulate flyer in the community. Alira Davis to post on Facebook page.
   Email Ian Goninon regarding his market group availability for the Garage Sale Day.

2) Perth Fire Brigade Santa Run – Excellent community turn out and event went off without a hitch.
   BBQ Donations totalled $189.20

   Thankyou card to be sent to Perth Fire Brigade for their ongoing support and making the Santa Run occur.

3) Response to the Motions put to Northern Midlands Council (NMC).

   Basketball Court:
   The proposed location for a basketball slab and hoop is not appropriate as it is in the bus turning circle area. It also poses a safety risk to potential users due to the proximity to traffic.
   It is acknowledged that a half-court basketball court is being installed in Perth. Due to this proximity, it is therefore recommended that the proposed Perth half-court be utilised without an additional half-court being constructed.

Minutes of Devon Hills Neighbourhood Watch and Residents Committee

That no further actions be taken.

We do not accept this response from Northern Midlands Council and will continue to push for the basketball area.

Motion: Requesting Northern Midlands Council General Manager and Works Manager meet with members of Devon Hills Committee at the Devon Hills Community Green to discuss the response to previous motion, look at possible location, and discuss safety concern and the impracticality of children using Perth facilities.
For Northern Midlands Council to look into appropriate funding/grants to support development of facility.

Motioned: Cheryl Canning
Seconded: Alira Davis
All in Favour: All

Shaw Contracting
Officer Comment:
In previous discussions, which the Devon Hills Neighbourhood Watch and Resident's Management Committee have been advised of, Shaw Contracting have advised they will return to the area in April 2024 to review works and undertake necessary remediation work.
Further, should Shaw Contracting not complete the works to standard, Council holds a bond from Shaw Contracting which could be accessed for remediation works to be undertaken.
Therefore, it is recommended no further action be taken on this motion

Discussion followed on if we needed to put forward a motion to Northern Midlands Council to have the whole road area of Devon Hills reconstructed/resealed in the next budget.
This discussion topic will be revisited after the works by Shaw Contracting have been completed in April 2024.

Treasurers Report: Tabled by Margaret Webster
Devon Hills Residents Committee Account Balance

Opening Balance: $2,372.53
IN – NIL
OUT
028 Tassie Farm Meats $100.00
029 Bunnings Gas Exchange $30.87
030 Perth Fire Brigade Lolly Run $60.00

Minutes of Devon Hills Neighbourhood Watch and Residents Committee

Closing Balance $2,181.66

Moved as Correct: Margaret Webster
Seconded: Phill Canning
All in favour: All

General Business:

1) Crime Report by Phill Canning: 8th August 2023 – January 2024

   No crimes of Public Interest

2) Ants though out kitchenette area, cupboard, equipment etc. Items were disposed of and area cleaned. New napkins etc purchased and ant-rid. Cost will be included in next treasurer's report.

3) Phill Canning was questioned by local resident about grass cutting along Haggerston Rd. Phill explained the Road had not been handed over to Northern Midlands Council and it is believed it is State Growths responsibility to maintain area.

   Community member to Contact Northern Midlands Council and put in a request for Council to tidy it up.

4) Devon Hills Park - Will not be named Devon Hills Park, is merely a real estate sign. Application for naming has been put forward using the name of the horse track Keepoch with Cresent, Lane, etc. Final name has not been released.

5) Street Trees – Why do we not have street trees in Devon Hills? Has this been raised before?

   Senses was that due to Horse Track being on one side of Nature strips around Devon Hills the other side if left clear for pedestrians to use and be away from Horses.

Next Meeting: Sunday 14th April 2024 3:30pm

Meeting Closed: 4.30pm

Minutes of Devon Hills Neighbourhood Watch and Residents Committee

Motions for Northern Midlands Council

Motion: Requesting Northern Midlands Council General Manager and Works Manager meet with members of Devon Hills Committee at the Devon Hills Community Green to discuss the response to previous basketball court motion, look at possible location, and discuss safety concern and the impracticality of children using Perth facilities.
For Northern Midlands Council to look into appropriate funding/grants to support development of facility.

Motioned: Cheryl Canning
Seconded: Alira Davis
All in Favour: All

EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL MANAGEMENT COMMITTEE

Minutes of General Meeting Tuesday 13th February 2024

Chairperson: John Lewis

Meeting opened: 1.00 pm.

1. Present Geoff & Jackie Divall, Frank Halliwell, Kath & Barry Wenn, Barry & Maria Lawson, Judy Heazlewood, Faye Krushka, Lyn Robson, Bret Goldsworthy, Sue Axton, Gillian Atherton.

2. Apologies: No apologies were received.

3. Minutes of Previous Meeting: were taken as read and confirmed. Geoff Divall/Frank Halliwell. Carried.

4. Centre Report/Correspondence:
   - Tourist numbers increased during January : January 2023/2024- Visitors 354/478, Others 173/232, Totals 527/710 .

5. Community Hall Report:
   - Money received low this month as Horticultural Society paid in advance. Advance bookings include a Cat Show and the hire of tables and chairs.
   - A request has been received for use of the hall as a rehearsal space. This included most Sundays until the end of the year. Bret was not able to commit to every Sunday and is having on-going discussions regarding the proposed booking.
   - The carpet in the small meeting room needs cleaning, preferably soon, before stains become set and difficult to remove.
   - The NMC has removed a broken tree branch.

6. Financial Report:
   - Sue Axton left the meeting early but left copies of the financial reports for December 2023 and January 2024 for discussion.

EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL MANAGEMENT COMMITTEE

EVANDALE COMMUNITY CENTRE
FINANCIL STATEMENT 31st DECEMBER 2023

Bank Balance	31.12.2023		$5.77	$16,196.47
Add Interest				
Add Deposits				
		Cash Deposit	$520.00	
		Memorial Hall Transfer	$270.00	
		Direct Deposit Evandale Light Rail	$100.00	
		Zeller	$1,682.79	
				$2,578.56
				$18,775.03
Less Direct Debit	07.12.23	Telstra	$146.22	
	07.12.23	Flick (Cr)	$19.11	
	07.12.23	Link	$36.30	
	07.12.23	Flick (hall)	$38.20	
	07.12.23	Shija Mathew (Art Sale)	$60.00	
	15.12.23	Hunters Products (Hall)	$239.65	
	15.12.23	Sarah J Lloyd	$130.00	
	15.12.23	History Soc	$276.00	
	15.12.23	Hayley Dickenson - No 10	$520.00	
	23.12.23	Cherie Goninon (Art)	$240.00	
	23.12.23	J Johnson(Art)	$240.00	
	31.12.23	Bamk Fee	$2.50	
				$1,969.98
Bank Balance	31.12.23			$16,805.05
				$145.00
less unpresented ch	29.12.23	NMC Public Liability Ins		
Available Balance	31.12.23			$16,660.05
Debit Card	31.12.23			$236.99

EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL
MANAGEMENT COMMITTEE

EVANDALE COMMUNITY CENTRE
Financial Statement - 31st JANAUARY 2024

Bank Balance	31.12.2023				$16,805.05
Add Interest		$	6.32		
Add Deposits					
	Cash Deposit	$	460.00		
	Memorial Hall Transfer	$	1,130.00		
	Direct Deposit Room Hire	$	100.00		
	Zeller	$	718.88		
					$2,415.20
					$19,220.25
Less Direct Debit	Telstra	$	144.63		
	Flick (Cr)	$	20.63		
	Link	$	36.30		
	Cherie Goninon (Art)	$	52.00		
	Bindi Bindi - Books	$	111.00		
	Link - Photocopier	$	3,289.00		
	Transfer -Debit Card	$	500.00		
				$	4,153.56
Bank Balance					$16,805.05
					$145.00
less unpresented che NMC Public Liability Ins					
Available Balance					$16,660.05
Debit Card					$381.46

7. Gift Shop:

- Steady sales of gifts and souvenirs. Jackie Divall has a new contact for locally designed kitchen linen.
- All Penny Farthing merchandise has now been sold.

It was moved that the reports be received Barry Lawson/Frank Halliwell. Carried.

8. General Business:

- A reminder that Evelyne Vadasz is organising a secondhand book stall at the Village Fair. Tables from the Centre will be used. Barry Lawson offered to help transport tables and books to Pioneer Park. A roster has been arranged to help at the stall , and wrist bands for entry have been obtained.
- The new printer has been installed .
- The EFTPOS machine has recently been lent to the Verandah Festival. If it is going to be loaned to other community groups a firm borrowing policy will be required. It was decided that it was not to be loaned unless there were exceptional circumstances.
- Our Memorandum of Understanding with the Northern Midlands Council is due to be renewed this year and suggestions/queries close this month. The following points were made:

EVANDALE COMMUNITY CENTRE AND MEMORIAL HALL
MANAGEMENT COMMITTEE

I. Clarification is required regarding what items in the Centre are owned by the Council, and who is responsible for insurance costs. The Centre currently owns approximately $10.000 stock and ownership and insurance of this needs to be clear.
II. Clarification is required regarding "excess payment" when dealing with insurance claims.
III. Clarification is required regarding the induction of new volunteers. Is this a process undertaken by the Secretary or is it now done 'on-line'?
IV. The hall has a Booking Officer, does the Community Centre need an officer too?
V. At present any funds raised by the Centre have to be re-invested into the Centre. Could this decision be more flexible to include community projects?
VI. Regarding Council's request for immediate receipt of the minutes of our committee meeting: there will be a delay until they are approved at the following ECC committee meeting.

- Jackie Divall suggested a change in the name tags to either a magnetic tag, or a tag in a lanyard. The meeting decided a lanyard would be the better option.
- The Quilting Group have donated a Penny Farthing themed quilt to the Centre to be raffled and the money raised to be spent at the Centre. This was made and donated to show their appreciation of the many years they have been meeting at the Centre, and how enjoyable it has been for them. Our thanks to Sue Axton's granddaughter Millie, who made the raffle tickets which were assembled at the Centre. The draw will take place on 3rd May. Cost - $2 each/3 for $5. Money taken to be entered into the sales book, and used stubs left in Sue's file. It was suggested the funds raised could be used to up-date the large meeting room. Carpet and a programmable heat pump were both suggested. To re-visit at the next meeting
- A sub-committee of Judy Heazlewood, Barry Wenn and Gillian Atherton have been looking at possible improvements to the outdoor area. Two different artist -impressions of potential landscaping of the area were presented to the meeting. It was decided that nothing could proceed until the stump of the old tree was removed, and Geoff would approach the Council to do this.

The meeting closed at 2 pm.
Next meeting: Tuesday 12th March at 1.00pm.

LIFFEY HALL MANAGEMENT COMMITTEE MINUTES FROM 13th February 2024

Next meeting: 9th April

Present

Quenton Higgs, Christine Higgs, Maria Saldana, Susan Hanslow, Ludovic Vilbert, Gabby Stannus, Richard Chin, Rodney O 'Keefe, Denis Lisson.

Apologies

David Hanslow

Minutes

The minutes of the last meeting were accepted; M, Rodney, S, Chris

Treasurer's report

Rodney presented the Financial report up to 13/2/24 detailing income and expenditure deriving from donations, camping donations, folk club hall hire, Devonshire teas and barbecues. This report was accepted; M, Chris, S, Denis.

Correspondence

In

The secretary outlined two issues raised by Victoria Veldhausen, Executive Officer NMC in correspondence dated 19/12/23. These were:

1. The renewal of the Management Agreement between Council and Facility in June 2024, and,
2. The interim Policy for Child and Youth Safe Framework.

The correspondence was accepted, there being no outwards items ; M, Chris, S, Richard.

Business arising from the correspondence

1. The members requested Quenton, Rodney and Denis to re-familiarise themselves with the current MOU, and to feed back to the Council any requests for clarification and suggestions for change to the new Memorandum due in June this year. These suggestions were to be forwarded by Friday 23rd.
2. Council have agreed to brief us on this new policy at one of our bimonthly meetings. Date to be advised.

General business

1. Lockable power points
   Rodney reported that we have received a quotation for repair/replacement, and Quenton suggested that we obtain a second quote before proceeding. Quenton to follow up.
2. Weather proofing

Ludo undertook to prepare recommendations for submission to Council. In addition, the two entrances to the outer annexe also need attention since the plastic strips have become ineffective. Some discussion as to their future may be appropriate in the context of upgrading Hall entrances. Ludo to comment.

3. Camping donation notice

A larger notice with instructions for cash and electronic transfer has been prepared. A box for cash donations to be fitted. Action Denis and Quenton.

4. Calendar of events for 2024

Many good ideas were presented during active open discussion, and are listed below,

(i) *Solstice* celebration; recommended dates September 15 or 22. Gabby.
(ii) *Winter morning teas;* These were very successful in 2023 and members were keen for them to continue during the 4 winter month recess from markets. Several ideas were raised for additional themes including seedling exchange. Other ideas to be discussed 'down the track'.
(iii) *Videos of classic films and ones of contemporary interest;* including participation in discussion groups.
(iv) *Innovations for market days;* encourage special interest groups to attend, eg cyclists, ramblers and nature interest bodies.

These suggestions will need to be followed up with planning over the coming months.

5. Rostered activities

Quenton has prepared a pro-former to be circulated, and for members to indicate their availability to assist in a roster of events which will include working bees, garden and site management including mowing, buildings maintenance, barbecues and morning teas etc. This suggestion was thought to be very worthwhile. Quenton to action.

6. Bracknell School involvement

Denis outlined the importance of involving the younger generation to appreciate the cultural heritage of the Valley, and sought expressions of interest from members to participate and come up with some creative ideas. These would then be presented to the Principal for consideration. Denis to action.

Meeting concluded round 8.30.

Morven Park Management & Development Association Inc.

Minutes of General Meeting of the Morven Park Management Committee held at the Morven Park Clubrooms on Wednesday 14th February 2024 at 7.30pm.

Meeting opened at: 7.31pm

Present:	Chairman	David Houghton
	Vice Chairman	Ian Pease
	Treasurer	John Hughes
	Secretary	Rhonda Whitmore
	Evandale Skate Park	Ian Pease
	Evandale Village Fair	
	Evandale Football Club	Scott Hill
	Evandale Cricket Club	Ricky Wells
	Evandale Light Rail	David Swann
	Evandale Tennis Club	
	Morven Park Grounds	Brendon Crosswell
	Northern Midlands Council	

Apologies: Councillor Paul Terrett, Carol Potter, Chris Ross

Minutes of previous General Meeting held on 14th December 2023 to be read and confirmed.
Moved Brendon Crosswell Seconded Ian Pease CARRIED

Business Arising from 14th December meeting:

1. Removal of bushes along Barclay St – The newly planted abelia bushes are growing well. There is severe blackberry, holly and ivy infestation of a number of the remaining shrubs yet to be cleaned up by Council.
2. First Aid Kit (green bag) to be placed in Maintenance shed and user groups to replace items used. SAFE checks to proceed whenever scheduled.
3. Awaiting advice from Damien Wilson re attachment of security camera to light pole near Skate Park.
4. Dog behaviour in Morven Park – NMC has provided additional signs and increased patrols of the Park area. NHW ran a message in their Newsletter on the issue too but it was printed in possiblyA5 and very small. A marked improvement has been noticed.
5. Kitchen window locks replaced – courtesy of Damien Wilson and Works & Infrastructure Department.
6. Request to Leigh McCullagh for clean-up of ground surrounds generally - not as yet completed.
7. Request to Leigh McCullagh for supply of orange mesh to assist with cricket ball retrieval – supplied.
8. NBN install to be rescheduled via Telstra
9. PA system ($3519.91 equipment) has been installed with the exception of 1 speaker control unit. Install cost of $1313.00 to be paid and cabinet yet to be charged together with extra speaker control unit. A second microphone is being purchased at a cost of $534 and will be the responsibility of the user group if missing or damaged. Strict control by user groups of access to be maintained as when testing unit was able to be heard in lower end of Macquarie Street. Must be turned off after use as can be activated by Bluetooth.

Correspondence:

In: Email from Linda Little, NMC, advising broken locks on kitchen windows replaced.
Email from Gilbert Ness re female toilets not cleaned up after 27th January, plus need for regular supply of paper towels.
Phone call re an orienteering event in March wanting to use Morven Park as part of the event on the 7th April based on school area and surrounding streets, recreation ground and parklands.
Email reply from Leigh McCullough re request for removal of blackberry infested shrubs – remaining shrubs to be removed when time permits but later in the year.

Out: Emails to NMC and Damien Wilson re broken locks on kitchen windows.
Email to Cricket Club re Gilbert Ness' email about toilets.

Email to Leigh McCullough requesting early removal of three bushes along Barclay Street boundary.
Emai to Guy Barnett regarding funding for ground irrigation and mower.

Financial Report: Account stands at $13,997.78 as of 14th February 2024.
Moved: John Hughes Seconded: Scott Hill
ELRS now moving to monthly debit ($15 per week from July 23) and requested invoice.

User Groups:

Cricket	40 – 45 Campers using facilities starting to arrive from Thursday for Village Fair. Regular maintenance of public toilets and general clubrooms raised and several options discussed. Blind missing from main clubrooms to be reinstalled. David to write a formal letter to Cricket Club committee regarding regular maintenance and standard required. Council to be requested to install door brush strip and repair/replace male public toilet flooring under urinal to assist with maintenance issues. Plus toilet seats to be replaced in the public toilets. - David to do maintenance request. Installation of pitch cover to be arranged after finals.
Football	Pre-season training going well. Club room handover will be 1st April.
Tennis	Community Tennis continuing.
Skate Park	All good
Primary School	School athletics carnival 22/02/2024
Light Rail	Request for extra storage may be resolved by installation of single garage of current shed. Picket fence installed and paining to be completed. Date for "Steam Fest Day" being discussed with Football Club
Village Fair	Reminder that any volunteers on Saturday will be appreciated especially for setup at 6am.
Morven Park Grounds	Excellent condition and being mowed twice weekly. Watered most days. Weeds to be sprayed by A Hogarth in near future.
Northern Midlands Council	No report.

General Business:

1. Range Hood – Kitchen range hood is to be checked by council officer for compliance as it is only a household range. Quote for industrial range hood with extraction to outside of building $16K.
2. Freezer in kitchen to be replaced with cost split between Cricket and Football clubs.
3. Purchase of commercial wet/dry vacuum cleaner for facility approved
4. Cricket Club wished to pass on to the Committee that the ground and facilities have been noticed by visiting opposition teams for its quality and ongoing progressiveness to upgrade and maintain the facilities.

Meeting Closed: 8.55pm

Next Meeting: 7.30pm Wednesday March 13th 2024.

CAMPBELL TOWN DISTRICT FORUM – 5 MARCH 2024 MEETING

Vivien Tan
SECRETARY
5 MARCH 2024

MINUTES

1 ATTENDANCE

Jillian Clarke (JC), Jill Davis (JD), Sally Hills (SH), Owen Deifenbach (OD), Christopher Beach (CB), Elizabeth Porter (EP), Barry Pyke (BP)

Cr Paul Terrett, Cr Alison Andrews

APOLOGIES

2 CONFIRMATION OF MINUTES

MOVED: JILL DAVIS, SECOND: BARRY PYKE

Recommendation
That the minutes of the meeting of the Campbell Town District Forum held on Tuesday 6 February 2024 be confirmed as a true and correct record of proceedings.
CARRIED

3 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 declarations of interest received.

4 BUSINESS ARISING FROM THE MINUTES

4.1 Footpaths for New Developments

19 February 2024 Council Agenda
"Officer Recommendation:
That Council note the recommendation.

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

Officer Comment:
The Campbell Town District Forum notes the following in their minutes:
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.
This recommendation could be considered for future developments in the area."

Cr Terrett suggested that this be included in the Bus Tour slated in April 2024

4.2 Roadworks: West Street

19 February 2024 Council Agenda
"Officer Recommendation:
That Council note the recommendation.

Committee Recommendation:

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

Officer Comment:
The Campbell Town District Forum has noted in their minutes:
West Street still a disaster. Show coming up in May, drivers will use West Street as a way to get to the show grounds. Operational matter, maintenance options being reviewed."

Elizabeth noted that no action has been taken or any review by the Council for the condition or the West Road. She presented a letter to the Committee which stated that the NMC has not made any requests as to the condition of the roads in question. The email *"Brief for Mrs Porter – Condition Report – West Street – Midland Highway final Stages Project"* dated 28th February 2024 is **attached** and states that the "The Northern Midlands Council have not made any request for remediation works by Shaw Contracting since the date the report was supplied". There was a response from her enquiry dated 11 January 2023 with response from the Deputy Premier Treasurer's office dated 1 March 2023.

5 ASSOCIATION REPORTS

NIL

6 NEW BUSINESS

6.1 Closure of West Street

There was discussion as to the delay and negligence of Boral in maintaining the road. Elizabeth noted that the number of BDoubles coming from Boral has destroyed the road making it a potential hazard to drive on.

RECOMMENDATION: MOTION TO COUNCIL

Council should consider the closure of West Street until such time as the roads are repaired.

Moved: Chris Seconded: Elizabeth CARRIED

6.2 Croquet Community Centre

Elizabeth gave background and information as to the history of the Northern Tasmania Croquet Center and would like a grant to develop a space that would allow the less "sporty " kids a chance to enjoy an outdoor sport, as well as those with disabilities that can't bend or who use a walker. The game of croquet is more inclusive than other outdoor sports.

Documentation presented - Northern Tasmania Croquet Centre Fact Sheet and The Mercury Hobart articles 1910/ 1924 – 4 pages.

RECOMMENDATION – MOTION TO COUNCIL

That the Council investigates and establishes a croquet court and club room in Campbell Town.

Moved; Eliazabeth Porter, Seconded: Chris Beach NOT CARRIED

6.2 Convict Bricks on the Foot Path

Barry discussed that these could be cleaned to remove cement dust from the works previously conducted. Owen commented that the footpaths were a tourist attraction. Jill Davis said that the bricks are in reasonable condition and that the Trail was in the tourist book. Owen mentioned a thank you to the Committee.

6.3 Bins in the river and rubbish all over the road

Cr Terrett suggested that the local policeman be contacted and informed of the situation.

6.4 Entrance Signs

Jillian Clarke suggested that the Committee come up with the colour, writing and picture for the local school to make a new sign design for the entrances into Campbell Town at each end.

RECOMMENDATION: MOTION TO COUNCIL

The school be approached (teacher Jody Gleg) to design artworks for the entrance signs at the Noth and South of Campbell Town for Council to install.

Moved Jillian Clarke Seconded Chris CARRRIED

6.5 Campers Rally

Thank you to the Mayor for gracing the occasion. The Mayor gave a great speech at the opening. $15,000 was raised in the one week and not all the receipts were handed in.

6.6 Homeless Youth

There are two sleeping it rough. One in the BBQ shelter at the Lions Park and the other at the Railway Bridge. The rubbish man spotted them.

6.7 Blackburn Park

Discussion about the installation of unisex toilets at Blackburn Park for visitors and families who used the BBQ, looking at the Bridge and sculptures.

Cr Terrett advised that Danny Saunders suggested the toilet be on the high side of the park for visitors looking at the Bridge, sculptures and visitors at the BBQ area.

RECOMMENDATION: MOTION TO COUNCIL

That Council investigate building a toilet facility at the park near the BBQ and playground area.

Moved:Chris Beach; Seconded Jill Davis CARRIED

6.8 Campbell Town Tourist Park

The Committee discussed the Concept Plan from the February Council meeting.

Feedback received from the Committee is:

- There may be issues arising when looking across the river
- Issues in the assumptions for profit and loss statement
- Wonderful thing to happen to Campbell Town
- Ideal spot, pushed for years, won't effect the people living on the street
- Pleased to see the Concept Plan
- Is there a play space for the children?
- Who will operate it?

RECOMMENDATION: MOTION TO COUNCIL

That Council notes the Campbell Town District Forum supports the preliminary plan and would like to have a Council officer to come down and present the latest plans.

Moved: Jill Clarke; Seconded: Barry Pyke CARRIED

7 CLOSURE & NEXT MEETING

The Chairperson closed the meeting at 10.27am

The next meeting to be held on 2 April 2024 at the Campbell Town Hall, second floor. At 9:30 am.

It is noted that 2 April 2024 is a public holiday and the CTDF won't have Council supplied secretarial support on this date.

MOTIONS TO COUNCIL

1. Closure of West Street, Campbell Town

   Council should consider the closure of West Street until such time as the roads are repaired.

   Moved: Chris Seconded: Elizabeth CARRIED

2. Entrance Signs

   The school be approached (teacher Jody Gleg) to design artworks for the entrance signs at the North and

South of Campbell Town for Council to install.

Moved Jillian Clarke Seconded Chris CARRRIED

3. Toilet Facility, Blackburn Park

That Council investigate building a toilet facility at the park near the BBQ and playground area.

Moved Chris Beach Seconded Jill Davis CARRIED

4. Campbell Town Tourist Park

That Council notes the Campbell Town District Forum supports the preliminary plan and would like to have a Council officer to come down and present the latest plans.

Moved: Jill Clarke; Seconded: Barry Pyke CARRIED

EVANDALE ADVISORY COMMITTEE
ORDINARY MEETING – 5 MARCH 2024

NOTICE IS HEREBY GIVEN THAT THE ORDINARY MEETING OF THE COMMITTEE WILL BE HELD AT THE EVANDALE COMMUNITY EVANDALE ON TUESDAY, 2 APRIL 2024 AT 4PM

Vivien Tan
SECRETARY
5 MARCH 2024

MINUTES

1 ATTENDANCE

John Lewis, Henrietta Houghton, Barry Lawson, Stephanie Ann Kensitt, Geoff Divall, Cr Terrett, Cr Lambert

APOLOGIES

Bruce Argent-Smith

2 CONFIRMATION OF MINUTES

Moved: Barry, Seconded: Stephanie

Recommendation:
That the minutes of the meeting of the Evandale Committee held on Tuesday 6 February 2024 be confirmed as a true and correct record of proceedings.
CARRIED

3 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 declarations of interest received.

4 BUSINESS ARISING FROM THE MINUTES

4.1 Communities for Walkability

Council representatives to report to Council. A response is awaited.

Committee notes that they are still waiting on a Report from Council.

4.2 Shipping Container house on Macquarie Street Number 3A

Property is now for sale.

4.3 Significant trees in Evandale

2 trees on traffic island Russell St and Rogers Lane are listed.

Barry Lawson noted he will submit a list to Council for Significant Trees and Hedges in Evandale on behalf of the Historical Society, that they would like to submit to be included in the Register of Significant Trees. These are only those that are in public open spaces and not on private land. He believes that there could be a minimum of 60 trees.

4.4 Pioneer Park Upgrade

19 February 2024 Council Meeting Agenda
"Officer Recommendation:
That Council note the request.

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

Officer Comment:
Leon Lange and Tony Purse attended the 7 February 2023 Evandale Advisory Committee meeting to present on the Master Plan at which time feedback was requested and received from the membership."

Moved: Barry; Seconded: Stephanie

Recommendation: MOTION TO COUNCIL

The EAC is requesting an update on the Pioneer Park Master Plan and seek an opportunity to comment on the Plan before it is accepted by Council.

CARRIED

4.5 Baker Group Development in Evandale

19 February 2024 Council Meeting Agenda:
"Officer Recommendation:
That Council note the motion.

Committee Recommendation:
That the Evandale Advisory Group receive an update re the Baker Group's proposed development in Evandale.

Officer Comment:
Operational matter, a formal application has not yet been received."

Discussion arose that the Baker Group may have been sold.

4.6 Traders in Purple

19 February 2024 Council Meeting Agenda:
"Officer Recommendation:
That Council note the motion.

Committee Recommendation:
That the Evandale Advisory committee be provided with an update regarding Traders in Purple's proposed development in Evandale.

Officer Comment:
Operational matter, a formal application has not yet been received."

Barry discussed that the change to regional land use strategy is still needed, the planning minister refused. He mentioned that they couldn't legally make the application because they now have land that is contiguous. He noted he would locate a copy of the letter from the minister to council.

4.7 Dump Point at Honeysuckle Banks

19 February 2024 Council Meeting Agenda:
"Officer Recommendation:
That Council note the motion.

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

Officer Comment:
The matter is in progress and will be subject to a Development Application. A budget allocation will need to be approved to undertake the works."

Stephanie discussed that the area has become quite a concern especially considering the mess that is left after the weekend. Cr Lambert discussed that it is necessary to get the dump point ant toilet facility up and running. Barry asked when will it be signed off?

Moved: Geoff, Seconded: Barry

Recommendation: MOTION TO COUNCIL

The EAC requests an update on the dump site and toilets at Honeycuckle Banks as a matter of urgency, especially considering the untreated sewerage is being discharged in that area and it is a matter of being public safety.
CARRIED

Pioneer Park Toilets

There was a discussion as to why the few days before the Penny Farthing race and Village Fair that the toilets were decommissioned. There were many complaints as to the lack of water the day before the race, the smell and lack of toilet paper. Cr Lambert discussed that there were at least 12 toilets available, that there were people cleaning them and that the Village Fair Committee had been consulted.

Barry noted that people come to Evandale up to a week before the event officially starts and that there needs to be leeway before the actual event start date. Council need to be mindful that visitors come to Evandale up to 2 weeks beforehand.

Moved: Geoff, Seconded: Barry

Recommendation: MOTION TO COUNCIL

The EAC requests that specific dates be monitored in light of key tourist events in Evandale and Works constructions is undertaken around those key dates.
CARRIED

4.8 Speed Limit Changes

Council noted. This is a matter for the Department of State Growth. EAC noted they are waiting on a response to bring the speed limit from 60 to 50km/h.

5 COMMUNITY GROUPS

5.1 Community Center

Geoff reports that the Community Centre is doing well. There are sometimes up to 40 visitors a day. There are plenty of volunteers and the 2 classes of yoga will now increase to 3 and include an evening class to cater to those who are working.

5.2 Neighborhood Watch

Stephanie and Henriette noted that the quarterly meetings were well attended and that the last crime reports indicated that there were no crimes reported.

Moved Henrietta Seconded Barry
Recommendation:
To accept the two Community Group reports.
CARRIED

6 NEW BUSINESS

6.1 Dying Trees

Barry noted that there were many dying trees in Pioneer Park. There is no dripper system installed in the park and Bary water them personally by carrying buckets of water to the trees. Stephanie Dean asked if the irrigation was turned off for the Village Fair and perhaps it has not been turned back on. She asks if the irrigation is set up and that it would be good to have these systems on timers.

Barry mentioned that he would contact the Council.

Henrietta would like the water truck with a tank to water the trees especially to pay attention to the Lobelias that are dying around the Oval.

Cr Lambert discussed that a request to the Council to water be made. This needs to be addressed and attended to before they die.

Email to be sent through to Works to check the irrigation systems and if necessary, provide additional watering.

6.2 Barry's Report on the LDC Chair Meeting

Barry discussed that the other committees were considering having bi-monthly meetings. If this was the case, it would be a huge delay in response from the Council. Perhaps there could be an email address that Council responses would be sent to for updates. The EAC could also hold their own special meetings if necessary.

He noted that there was a request for Committees to be more involved in strategic planning.

He noted that Longford District Committee was displeased with being given the replies to motions as "noted".

They discussed "What is a planning matter?" and gave an example as to changes to regional land use. This has a wide perspective as to what is included and that this should be clarified for the Committees. They request earlier notification in planning matters so that the LDCs can have a more effective voice.

The meeting also discussed the concerns of not having a quorum. It was recommended that the Council look at each individual LDC and have differing numbers of committee members for different committees. Example- Ross is a small town and could have a smaller number of committee members.

Secretarial support was discussed and that the $2,500 need to go to worthy projects.

Chair thanked Barry for attending the meeting on his behalf.

6.3 Lighting at the Entrance to Evandale – the Garden Ben Uplights

Henrietta requested a works order be put into council for some up lights at the road entrance into Evandale. The location is in the garden bed where the Leucadendron are that are under the Evandale sign.

6.4 Other Matters

There was a table discussion around Honeysuckle Banks. Police and Council were called, and the perpetrators were told to move on. There were campers at Falls Park who were also told to move on because they were not self-contained but by midnight had returned.

There was a conversation regarding the MOU and Geoff requested a copy of the current document.

Communication – Barry asked that they look to have an email address that can be directed to the LDCs so that communication can go straight to the Committee. John noted that if people had a problem, they would come to the Committee members and if it was urgent then they would be sent to Council.

Cr Terrett discussed that the Committee fill in the form for the budget for completion before April 5th. Cr Lambert recommended that the Committee also discuss and include areas that they would like to be included in the Bus Tour on the 17 April 2024.

Toilet upgrading at Pioneer Park

7 CLOSURE & NEXT MEETING

The next meeting of the EAC is scheduled for Tuesday 2 April 2024 (even though there would be no secretarial support).

The Chairperson closed the meeting at 5:20pm.

MOTIONS TO COUNCIL

1. Pioneer Park Master Plan Update

   The EAC is requesting an update on the Pioneer Park Master Plan and seek an opportunity to comment on the Plan before it is accepted by Council.

2. Honeysuckle Banks Dump Point

   The EAC requests an update on the dump site and toilets at Honeysuckle Banks as a matter of urgency, especially considering the untreated sewerage is being discharged in that area and it is a matter of being public safety

3. Pioneer Park Toilets

   The EAC requests that specific dates be monitored in light of key tourist events in Evandale and Works constructions is undertaken around those key dates.

MINUTES FOR THE MEETING OF THE LLDC
WEDNESDAY 6th MARCH 2024. COMMENCING AT 5.28 PM
HELD AT THE BLENHEIM INN MEETING ROOM.

MINUTES

1. **PRESENT** – Neil Tubb (chair), Annette Aldersea, Bronwyn Baker, Doug Bester, Jo Clarke, Peter Munro, Dennis Pettyfor,

2. **IN ATTENDANCE** – Cr Dick Adams, Cr Matthew Brooks
   GUEST – Frances Stewart (Bell & Gong).

3. **APOLOGIES** – Tim Flanagan

Guest attendee Frances Stewart addressed the meeting outlining her concerns regarding the State Growth upgrade of Illawarra Road and the current safety issues of a high volume of trucks, most travelling at high speed. Serious concerns with the safety of property owners entering and exiting their properties on this section of Illawarra Road.
Stated that Bell and Gong have closed its cellar door due to safety concerns for guests and tourists visiting the site, and excessive noise.
Asked for support to lower the speed limit on Illawarra Road from Bishopsbourne Road to NMC municipality boundary (NMC sign), preferably to 80kmh.

Meeting proper commenced at 5.51pm.

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 7th FEBRUARY 2024 confirmed as a true and correct record of proceedings.
Moved – Jo Clarke. Second – Peter Munro. Carried.

7. BUSINESS ARISING FROM MINUTES

7.PROMOTIONAL ISSUES:

7.1. Signage for Longford Roundabout.
Imminent – Monitor.

7.2. Motor racing themed Street Sign in Longford.
One sample sign provided by NMC for LLDC consideration. Sign received very favorable comments from all committee members.
MOTION:
LLDC accepts the sample motor racing themed sign, thanks Council, and asks that Council proceed with installation.
Moved: Doug Bester. Second: Bron Baker. Carried.

7.3. Visitors Information Shelter Landscaping, Village Green – Planting corner of Archer and Wellington Streets.
Landscaping through part of the $2,500 funds in lieu of secretarial support.
Annette to email Marie Bricknell and ask for an update.

7.4. Directory of Clubs and other organizations and their branches in Longford - including sign.
Annette Aldersea to email Fiona Dewar, NMC, and ask for a meeting with Neil Tubb and Annette Aldersea.

7.S. 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.

8.2. Wellington & Marlborough Streets Intersection (Sticky Beaks) –
Council has written to the Minister.
Continue to monitor.

8.3. Environmental & noxious weeds.
Awaiting advice from NMC re: new Council Officer contact for LLDC.
Monitor.

8.4. Vision Impaired Markers.
Continue to monitor.

8.5. Marlborough Street speed limit reduction.
Council decision 19.02.2024 to LLDC Motion – "That Council requests the Department of State Growth carry out a review of the speed limits in Wellington and Marlborough Streets in Longford".
Peter Munro reported speed cameras are to be placed in Marlborough Street (south), timing unknown. Also suggested a speed camera should be placed between High Street and Wellington Street.

9. TOWN IMPROVEMENT ISSUES

9.1. Longford Racecourse Heritage signage for the Cracroft and Anstey Street corner.
As site is on crown land, awaiting approval. Council will maintain landscaping.

9.2. Longford Streetscape – Wellington Street upgrade – redirection of funds.
Council Minutes 19.02.2024 – 8.15 (page 39) – Funds have been reallocated to a shared pathway to Mill Dam. LLDC decided to still put forward other requests.
Include in 2024 – 2025 budget requests.

9.3. Shower for Public Use – Longford Memorial Hall.
A public shower is currently being installed in the existing family room toilet facing the playground. Continue to monitor.

9.4. "Mulga Fred" – The Poem.
Defer until next meeting.

9.5. Dual Naming of Longford Streets.
Defer until next meeting when Tim Flanagan is present.

9.6. Longford Lawn Cemetery.
LLDC committee to look at cemetery and provide suggestions for improvements to the landscaping at next meeting.

9.7. EV Charging Site in Longford.
Continue to monitor progress.

10.RECREATIONAL ISSUES:

10.1. Deterioration of Facilities at Mill Dam.
Council has received a Master Plan for precinct. Monitor.

10.2. Bike Rack outside JJ's Bakery.
JJ's building owner is coming to Longford in March.
Further next meeting.

10.3. The Missing Link – Lack of bikeways between Longford roundabout and Pateena Road. Monitor. Council considered LLDC Motion at 19.02.2024 meeting.
Decision – "That Council requests an update from the Department of State Growth on the matter and provides advice to the committee".
Monitor.

11.HERITAGE ISSUES:

11.1. Significant Trees Register.
Maree Bricknell advised on 2.02.2024 that a senior planner is currently working on the Significant Tree Register. Annette to email Maree Bricknell and ask for an update.

12.GOVERNANCE ISSUES:

12.1. Review of MOU between NMC & LDC's.
Review ongoing until June 2024. Meeting of LDC's chairs held. Neil Tubb attended.
Requested that the LLDC continue to have the option to meet monthly.
Raised the issue that LLDC is not satisfied with the continual response on issues as "noted".

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. Monitor.

12.3. LLDC future Meeting Location.
Cr's Adams and Brooks indicated that the Memorial Hall will be completed in three weeks. Annette Aldersea to write to Council to make a request that a meeting room be provided for the LLDC in the hall.

12.4. Registry of Action.
Council noted the request. Discuss at next meeting.

13. REPORTS FROM SUB-COMMITTEES:

13.1. Railway Committee – Nothing new to report.

13.2. Longford Legends – Nothing new to report.

13.3. Town Hall Committee – Hoping to upgrade foyer, install more appropriate timber doors.

13.4. Arts and Cultural Committee – Nothing to report.

13.5. Norfolk Plains History Committee – Moving towards an independent History Society.

14. NEW BUSINESS:

14.1. Illawarra Road Safety Concerns.
MOTION:
LLDC requests that the NMC approach the Department of State Growth to extend the 90kmh zone from the existing 90kmh to the Northern Midlands/Meander Valley boundary (boundary sign).
Moved: Peter Munro Second: Dennis Pettyfor. Carried.

14.2. LLDC Budget Allocation Requests.
Special LLDC Meeting to be held on **Wednesday 20th March 5.30pm, Blenheim Inn meeting room.** To discuss LLDC budget requests.

14.3. Longford Caravan Park Dump Point – Peter Munro.
Queried if this is available for use by all members of the public – Yes.

14.4. Wellington and Marlborough Street Pedestrian Safety Concerns – Peter Munro.
Peter reported that an elderly lady with a scooter will not cross either street as she is too afraid of the safety risk.
Add this matter to the next Agenda.

15. NMC Meeting dates for 2024
18th March
22nd April
20th May
24th June
22nd July
19th August
16th September
21st October
18th November
9th December

16. CLOSURE- 7.06pm.

17. NEXT LLDC MEETING – WEDNESDAY 3rd APRIL 2024 – TBA.

NORTHERN
MIDLANDS
COUNCIL

BICYCLE ADVISORY COMMITTEE

MEETING 8

MINUTES

WEDNESDAY, 6TH MARCH 2024

COMMENCING AT 4:00 PM AT THE

COUNCIL CHAMBERS
13 SMITH STREET, LONGFORD

1 ATTENDANCE

1.1 Members

Cr Lambert
Mr Cullimore
Mr Aalbregt
Mr Mackinnon
Mr Atkinson

1.2 Apologies

Mr Cocker

1.3 Minutes of Previous Meeting

Minutes of Previous meeting No.7

Moved Mr Cullimore
2nd Mr Aalbregt

1.4 Decisions of Council

MINUTE NO. 24/060

DECISION
Deputy Mayor Lambert/Cr Andrews
That Officers report back to the Bicycle Advisory Committee detailing all the considerations Council took into account with the proposal.

Carried Unanimously

Voting for the Motion:
Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:
Nil

Officer Recommendation:

That Officers report back to the Bicycle Advisory Committee detailing all the considerations Council took into account with the proposal.

Committee Recommendation:
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.
Letter (email) from Bicycle Advisory Committee member and Bicycle Network Tasmania - attached

Officer Comment:
Please see below comments for each item raised in the letter attached:

- 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. The kerb extension gives both pedestrian and motorist increased awareness of each other as sight lines are unobscured.
  The photo attached in the letter shows a raised crossing (wombat crossing) incorporating a kerb extension, with or without the raised pavement, demonstrates how Local area traffic management devices (LATM) can accommodate vehicles, bicyclists, pedestrians and provide areas for plants and trees.
- Raised table crossing/Wombat crossing on side streets – They are a good option and provide safety for all, in conjunction with kerb extensions can increase the effectiveness also. These types of road treatments have their disadvantages with noise, stormwater, discomfort for vehicles, road marking congestion and affect commercial vehicle access. These treatments do not address the pedestrians crossing the main from either side.
- Cycling lanes next to the footpath – This is proven to be a safe option for cyclists, unfortunately this would decrease the proposed gardens/pedestrian standing area and the existing street trees would need to be removed.
- I believe the bike committee may need to reconsider where they want their main route through town – do they wish to continue to pursue the 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 Longford Main Street. Members of the committee had different needs/wants and opinions but as Committee they were the chosen Routes.

In addition it should be noted that the safety of all road users is paramount and needs to be taken into consideration in any development proposal of this nature.

MINUTE NO. 24/061

DECISION
Deputy Mayor Lambert/Cr Adams
That the redesign is tabled at the next available Bicycle Advisory Committee meeting, Committee to move a motion for Councils consideration. If a Bicycle Advisory committee quorum is not met due to insufficient members that the Committees comments/discussion be include for Councils Consideration.

Carried Unanimously

Voting for the Motion:
Mayor Knowles, Deputy Mayor Lambert, Cr Adams, Cr Andrews, Cr Archer, Cr Brooks, Cr Goss, Cr McCullagh and Cr Terrett

Voting Against the Motion:
Nil

Officer Recommendation:
That the redesign is tabled at the next available Bicycle Advisory Committee meeting, Committee to move a motion for Councils consideration. If a Bicycle Advisory committee quorum is not met due to insufficient members that the Committees comments/discussion be include for Councils Consideration.

Committee Recommendation:
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.

Officer Comment:

That the redesign is tabled at the next available Bicycle Advisory Committee meeting, Committee to move a motion for Councils consideration. If a Bicycle Advisory committee quorum is not met due to insufficient members that the Committees comments/discussion be include for Councils Consideration.

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

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

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.

Penalty: Fine not exceeding 20 penalty units.

(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 –

(a) has an interest; or

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

Penalty: Fine not exceeding 20 penalty units.

(2) A member must declare any interest that he or she has in a matter before any discussion on that matter commences.

Penalty: Fine not exceeding 50 penalty units.

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

Penalty: Fine not exceeding 20 penalty units.

(4) A member of a special committee or controlling authority, by notice in writing, is to advise the general manager of the details of any interest that he or she has declared under this section within 7 days of that declaration.

Penalty: Fine not exceeding 20 penalty units.

(5) A member of a board of a single authority or joint authority, by notice in writing, is to advise the chief executive officer of that authority of the details of any interest declared by the member under this section within 7 days of that declaration.

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 .

Mr Mackinnon Mountford Berries - In conversation with State Growth and Council regarding the shared bike/walkway

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
    - March 6th
    - April 3rd
    - May 1st

4 NEW BUSINESS

4.1 Bicycle Parking Provisions for the Municipality

To provide bicycle parking facilities throughout the municipality in key areas within the towns. Having adequate bike infrastructure will provide a safe and secure area for users, it will also help to eliminate congestion in high use areas. Please see attached markup maps for discussion.

Committee members to mark up plans of preferred locations and priorities for next meeting.
Mr Atkinson to provide costings for implementation.

4.2 Stormwater Pit Grating - Bike friendly replacement program

Council to implement a program to identify and replace Stormwater grating throughout the municipality. Program to align with Council/Committee endorsed cycle routes. Budget allocation to be made for commencement of program. A mechanism for the public to Identify and infrastructure for replacement be include in the program, this could be through an App, GPS coordinates or through Councils customer request portal online.

Moved Mr Cullimore
2nd Mr Aalbregt

4.3 Mill Dam Gate – Provision for Cyclists

Consideration for a Cyclist/Pedestrian opening at the Mill Dam gate for access when the gate is closed.

Move to redesign all accesses to Mill Dam area including on Tannery straight at the roundabout and gate area, allowing access for push bikes, electric bikes and to restrict access for motor/trail bikes.

Moved Mr Mackinnon
2nd Mr Cullimore

4.4 Improvement of the Longford Exit from the level Crossing to the roundabout/truck parking area

Council to consider improvement to this area for cyclists.

Mr Atkinson to prepare some concepts of paths/routes that could be achievable in this area and bring back to next meeting. Concepts to consider any future pathways for in and around this area.

5 Discussion Items

Grant Funding Updates

Council was successful with partial funding from the state government for the Breadalbane to Youngtown Shared Pathway, Council is waiting to hear back from the Federal Government on if they were successful with the grant for the remaining funds for the proposal.

CLOSURE & NEXT MEETING

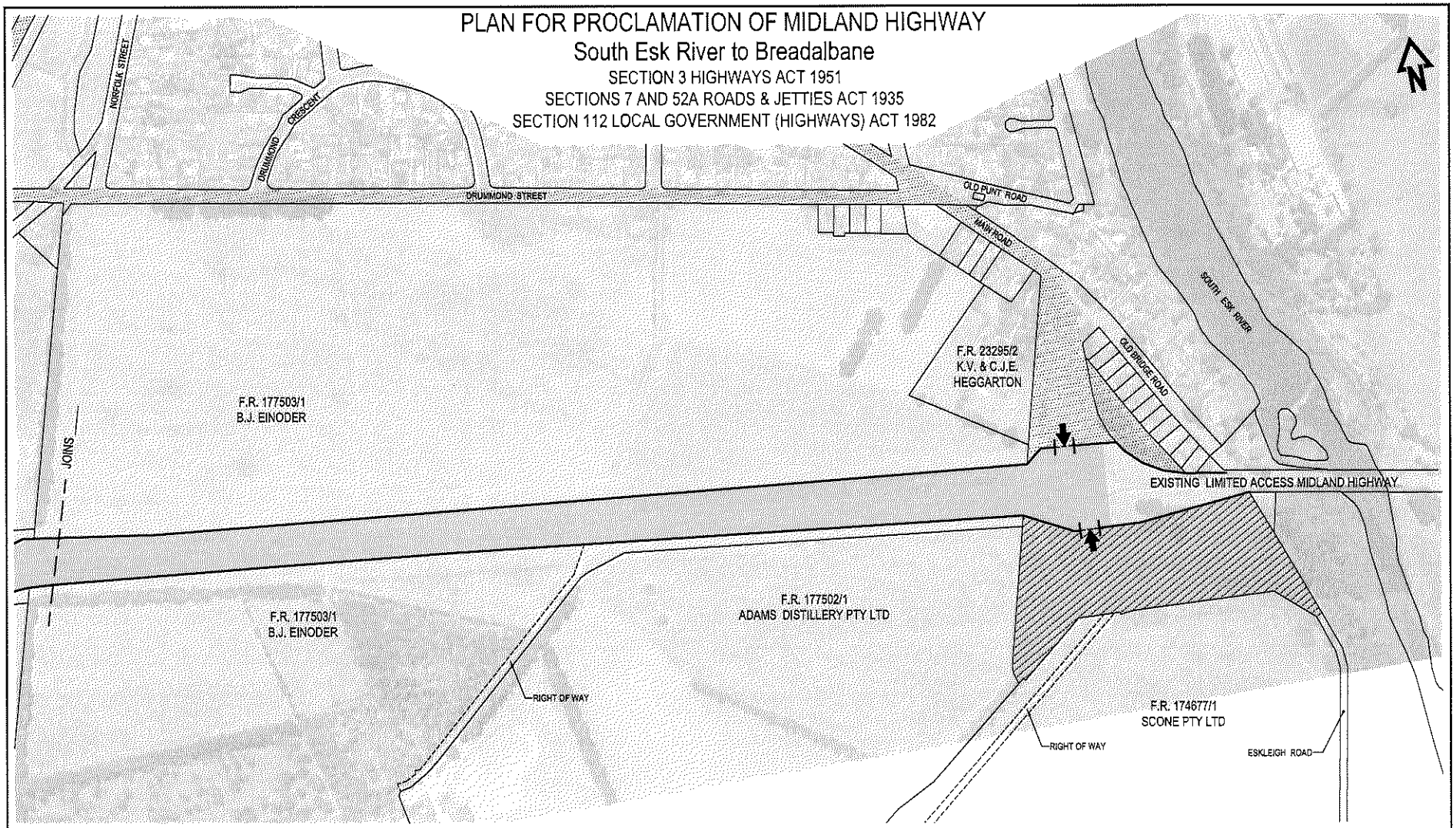
The Chairperson closed the meeting at 4:56 pm.

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

PLAN FOR PROCLAMATION OF MIDLAND HIGHWAY

South Esk River to Breadalbane

SECTION 3 HIGHWAYS ACT 1951
SECTIONS 7 AND 52A ROADS & JETTIES ACT 1935
SECTION 112 LOCAL GOVERNMENT (HIGHWAYS) ACT 1982



SECTION 3 HIGHWAYS ACT 1951 :

SECTION 3 HIGHWAYS ACT 1951 &
SECTION 112 LOCAL GOVERNMENT (HIGHWAYS) ACT 1982:

ROADS CEASING TO BE STATE HIGHWAY AND SUBSIDIARY ROADS:

TITLE BOUNDARIES ARE SHOWN THUS:

BOUNDARY OF LIMITED ACCESS ROAD IS SHOWN THUS:

PROCLAIMED PLACES OF ACCESS ARE SHOWN THUS:

CENTRAL PLAN REGISTER

PLAN No.: CPR11424 Sheet 1 of 6

Surveyor General:

Registered: 28 November 2023

THIS PLAN INDICATES:

A. LAND TO BE DEDICATED AS HIGHWAY UNDER SECTION 3 OF THE HIGHWAYS ACT 1951
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0 50 100 150 200 250
SCALE 1:5,000

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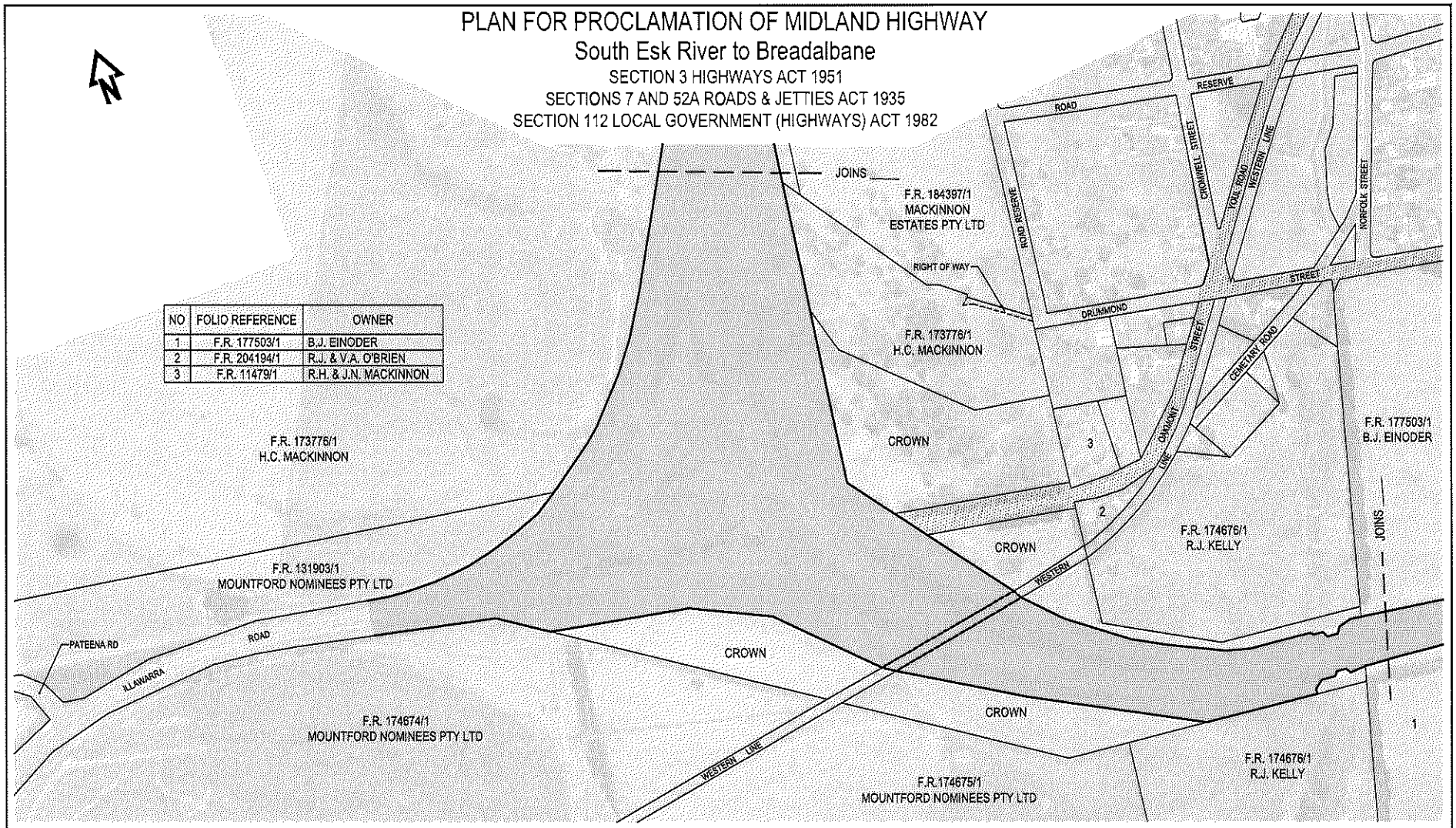

NO	FOLIO REFERENCE	OWNER
1	F.R. 177503/1	B.J. EINODER
2	F.R. 204194/1	R.J. & V.A. O'BRIEN
3	F.R. 11479/1	R.H. & J.N. MACKINNON

SECTION 3 HIGHWAYS ACT 1951 :

SECTION 3 HIGHWAYS ACT 1951 &
SECTION 112 LOCAL GOVERNMENT (HIGHWAYS) ACT 1982:

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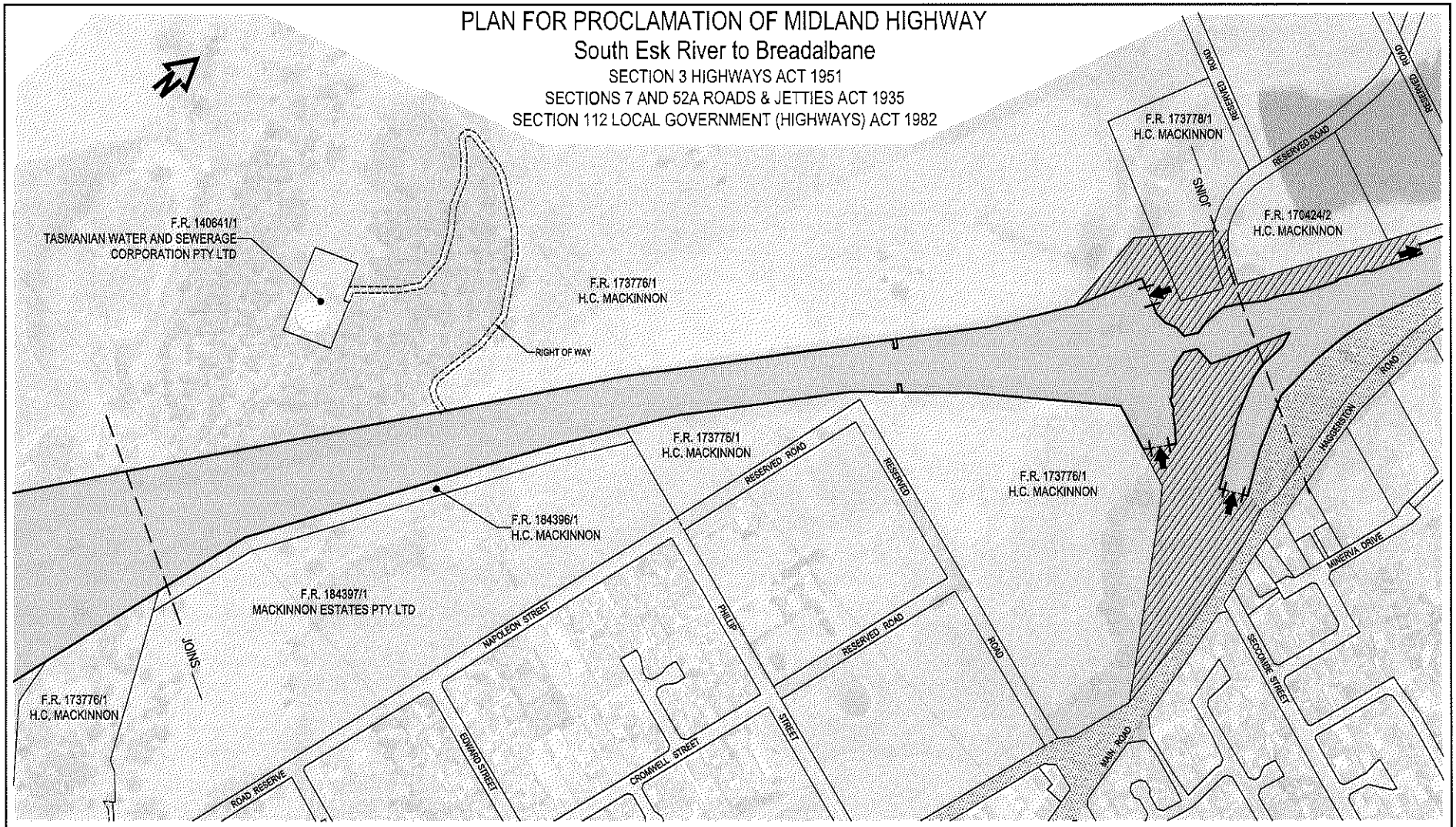

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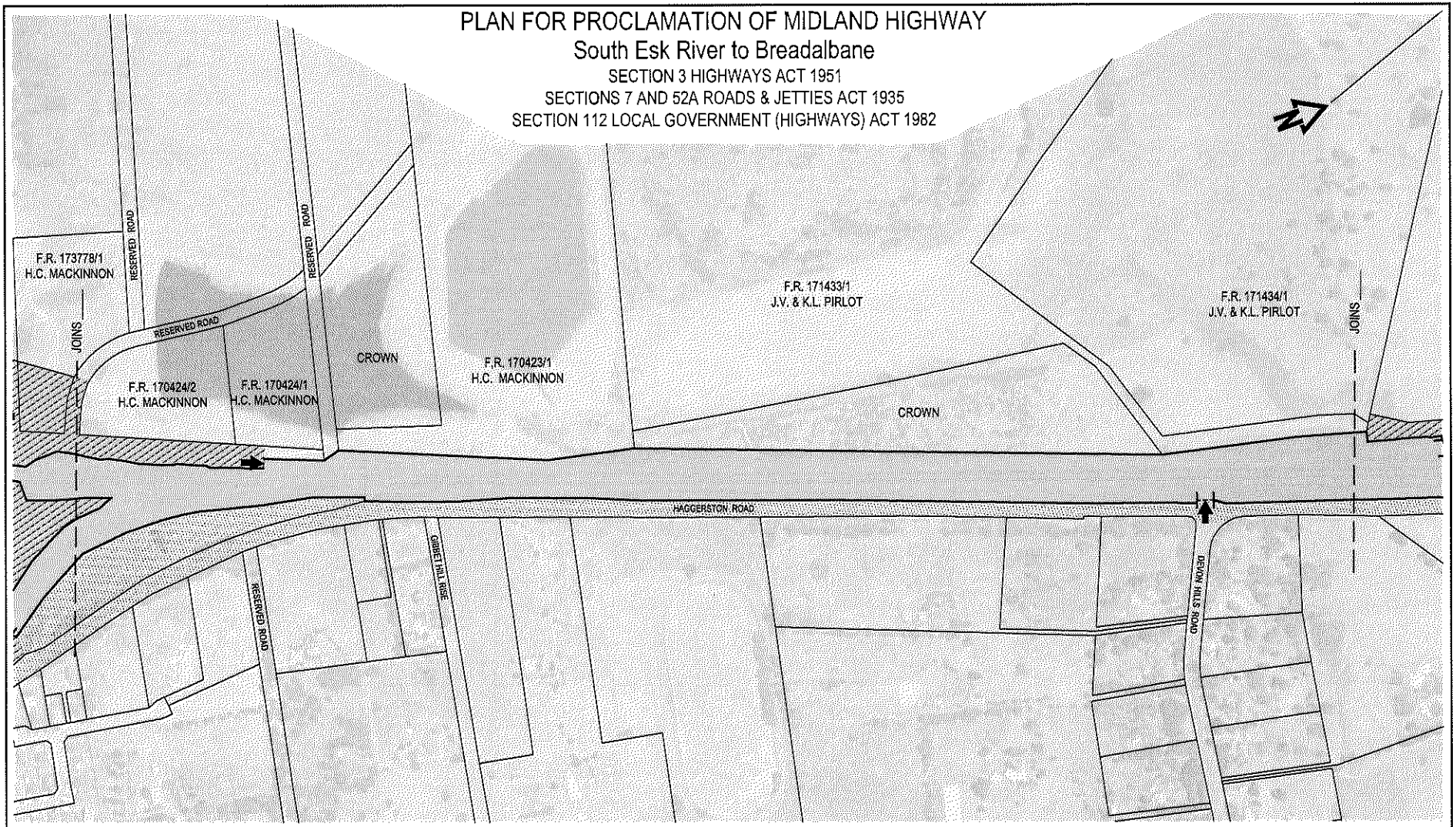

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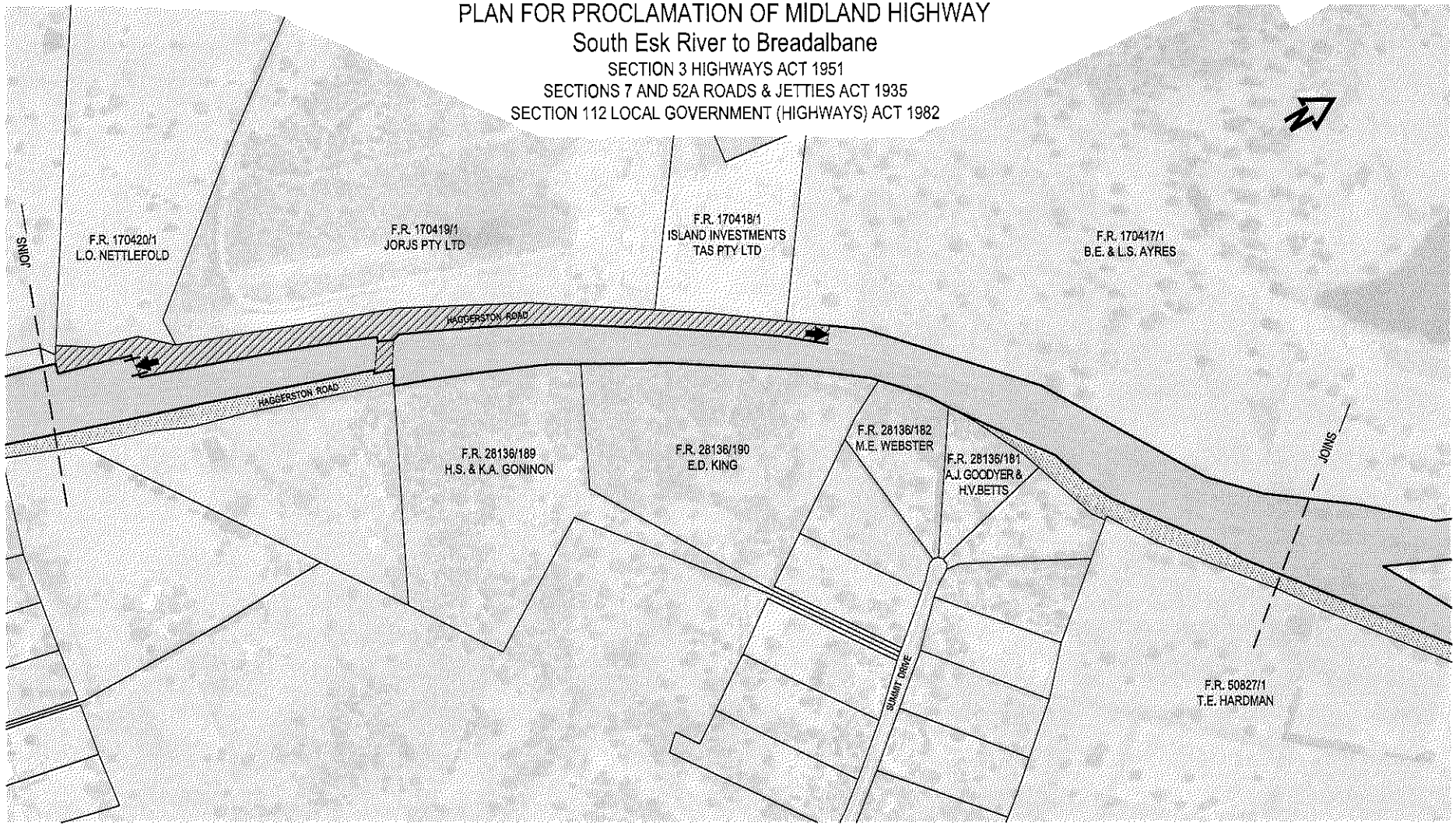

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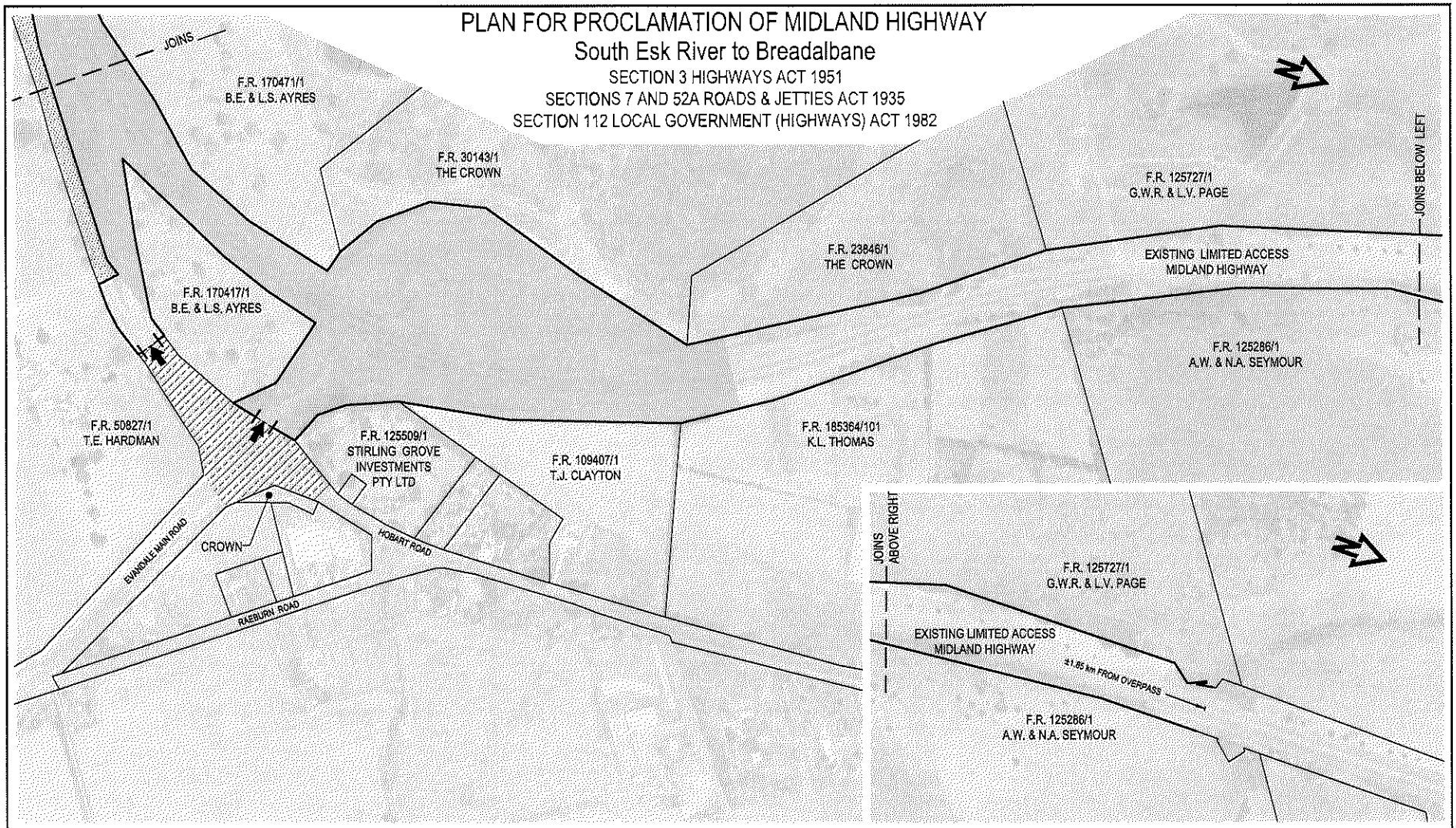

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Longford Rotary Club Project Proposal

Please complete all sections of this application. Once completed, please submit this application form to the Club Secretary

Project Name:	***Community Pacific Festival***
Proposed by:	**Rotarian Lorraine Green and Mayor Mary Knowles** (the event will be under the auspice of Council i.e. Council's public liability covers the event – our Club will be recognised as the event sponsor)
Area	*International / Community*
Level	*Club*
Link to Rotary Area of Focus	*Select one of the following: Peace/community development*

Project Description:

(Please describe the project, its objectives and how they will be achieved)

Purpose of the project: Briefly explain the purpose of the project	To showcase the talents of the overseas seasonal PALM workers employed on local berry farms and in local abattoirs (Mountford, Burlington Berries, JB5 Swift, Tas Quality Meats, Driscolls), and to encourage local community member engagement with these visitors who are significantly contributing to our economy.
Need: How will it meet the needs of the community	Provide opportunity for Northern Midlands residents to learn more about the cultures of the overseas workers, and to meet and interact with the workers.
Dates: Estimated start and completion date of the project	Saturday April 13 2024, 4-7pm on the Longford Village Green and in the Memorial Hall

Project Team:

Each new club project must have a minimum of two club members in the project committee.

Chair:	Lorraine Green
Team Members:	President Ockie International Director Tim
External Team Members:	Mayor Knowles Seasonal Workers Program Community Connections Coordinator, Taua Ritiata
Proposed implementation plan	Preliminary meeting involving Mayor Knowles, Lorraine Green, Taua Ritiata, and reps of local churches held March 1. Date selected and confirmed as fitting around work schedules by the workers' employees; transport to/from the event being arranged by the farms/abattoirs management (some sites yet to confirm as of March 5). Program for the event drafted: 4-5ish performances on the rotunda by the 5 cultural groups, followed by dinner and informal games of cricket, soccer.

	L Green to approach Phillip Lethborg to be MC L Green to submit Event Management Guide to Council L Green to advise the food vans adjacent to the Village Green Event being promoted to the workers by the managers and team leaders at each farm/abattoir. Event to be promoted to Northern Midlands residents by Courier, facebook, schools' newsletters, posters Next planning meeting: Monday 8 April 11am at Council Offices Longford Event held Saturday 13 April Debrief/event post mortem/evaluation and preliminary planning for possible similar event in November when the next group of PALM workers arrive

Project Budget and Resourcing

Funds Required	Purchase of ukeleles – 2per workers farms/abattoirs = 10 – quote from Barratts Music $700 Dinner ingredients – proposed menu - chicken, coleslaw, lettuce salad, bread, water, berries, cream, ice cream (Burlington Berries will supply the berries, waiting to hear if other sites can donate goods, maybe Banjos or JJs will donate bread?) - seeking Club to fund the other items – estimate 500-750 people (L Green no catering expert!) cost $TBA Paper plates and bowls, utensils, serviettes, disposable cups $TBA Containers for workers takeaway leftovers; 5 sites x container $TBA Cricket set, soccer balls, frisbees - $TBA Hall hire, waste management - to be covered by Council
Estimate of club member hours	Planning meeting 8 April 2-3 Rotarians x1 hr -= 2-3 hrs Event: ? Rotarians x 4hrs (assist with food prep, set up of rotunda, clean up – Churches will assist with the food prep also)
Equipment Required	Sound system – Council Musical instruments Cricket set, soccer balls, frisbees

PLANNING APPLICATION

Exhibited

Proposal

Description of proposal: Removal of Radiata pine tree line to accommodate Civil / Hydraulic driveway design for site as per dwg '51682MW' Rev C ,of Development Approval Permit PLN-23-0158, and anticipating future 'Stage 2 & 3' development. *Refer to A.06 for prospective future development footprint.

.....

.....

.....

.....

(attach additional sheets if necessary)

If applying for a subdivision which creates a new road, please supply three proposed names for the road, in order of preference:

1N/a..... 2..... 3.....

Site address: Lot 6, Translink Avenue South, Western Junction, TAS 7212

.....

CT no: 185373

Estimated cost of project *$5,000 - $7,500 est.* *(include cost of landscaping, car parks etc for commercial/industrial uses)*

Are there any existing buildings on this property? *No*
If yes – main building is used as .....

If variation to Planning Scheme provisions requested, justification to be provided:

N/a.....

.....

.....

.....

.....

(attach additional sheets if necessary)

Is any signage required? N/a.....
(if yes, provide details)

the LIST

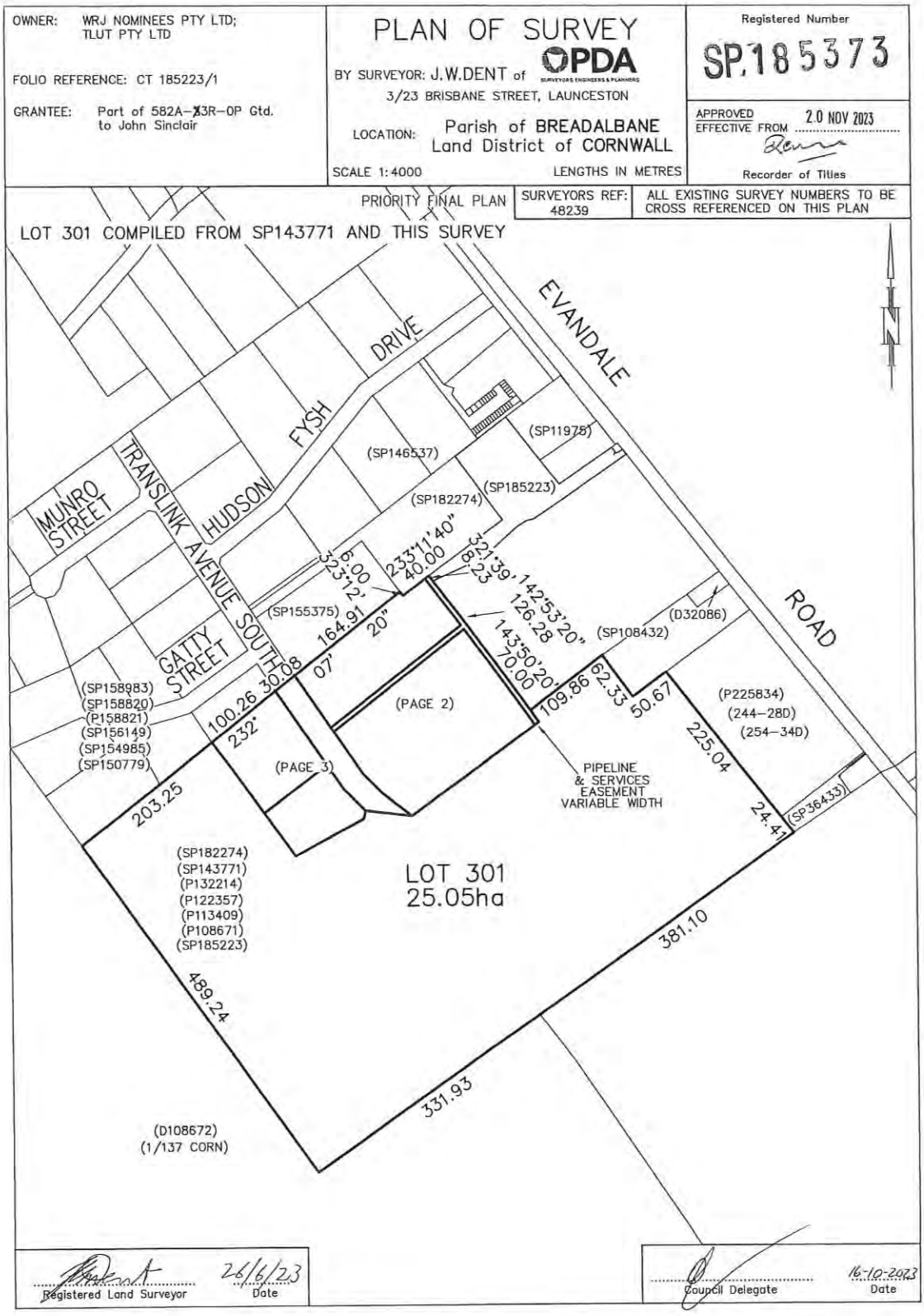
FOLIO PLAN

RECORDER OF TITLES

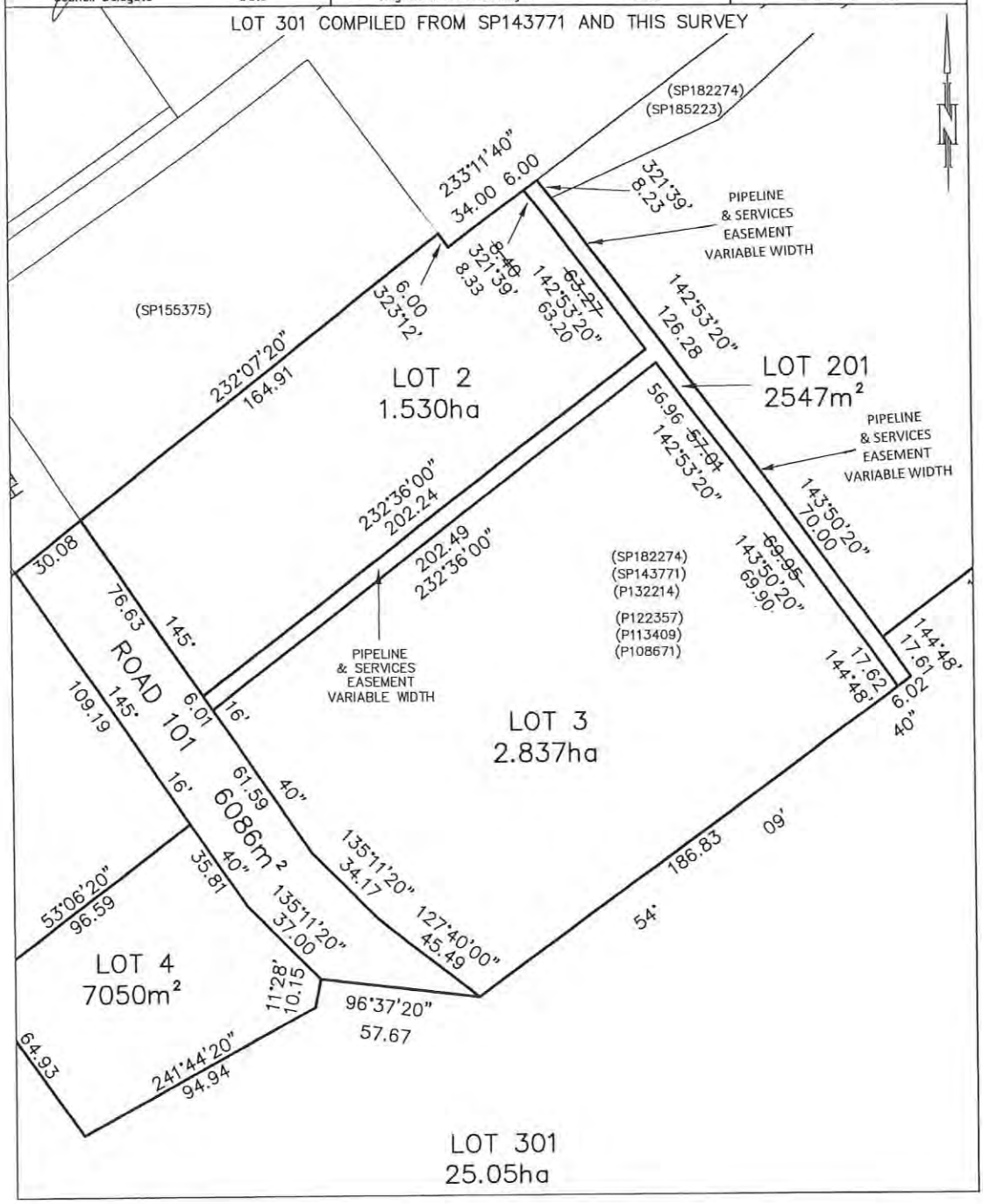
Issued Pursuant to the Land Titles Act 1980

Exhibited

Tasmanian Government



PLAN OF SURVEY ANNEXURE SHEET SHEET 2 OF 3 SHEETS	OWNER: WRJ NOMINEES PTY LTD; TLUT PTY LTD FOLIO REFERENCE: CT 185223/1 SCALE 1:1250 LENGTH IN METRES	Registered Number SP185373
SIGNED FOR IDENTIFICATION PURPOSES Council Delegate 16-10-2023 Date	THIS ANNEXURE SHEET FORMS PART OF THE ATTACHED INDEX PLAN. Registered Land Surveyor 26/6/23 Date	APPROVED EFFECTIVE FROM 20 NOV 2023 Recorder of Titles



PLAN OF SURVEY ANNEXURE SHEET SHEET 3 OF 3 SHEETS	OWNER: WRJ NOMINEES PTY LTD; TLUT PTY LTD FOLIO REFERENCE: CT 185223/1 SCALE 1:1250 LENGTH IN METRES	Registered Number SP 185373
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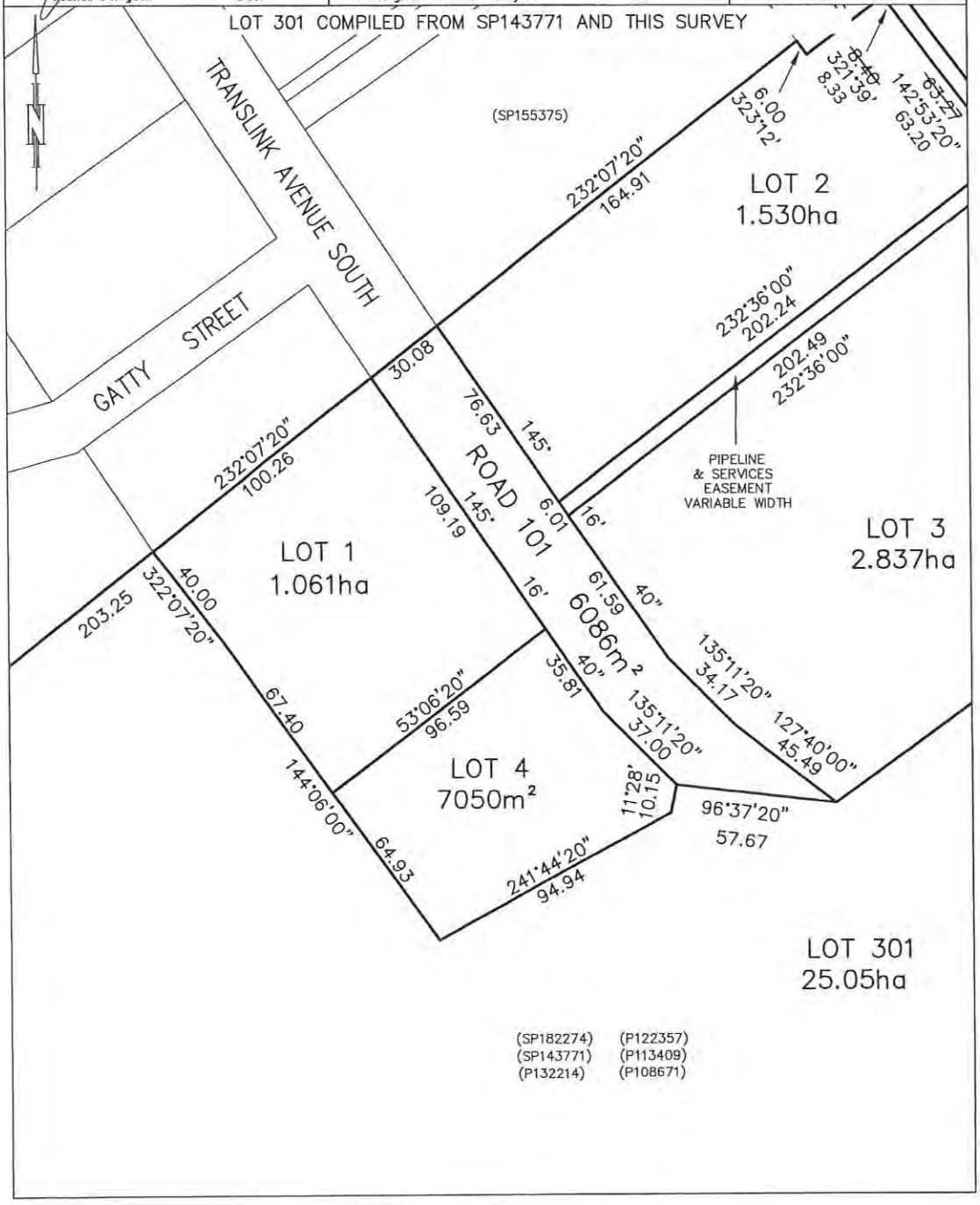


WILDLIFE HAZARD MANAGEMENT PLAN

ALL GRAFTED AUSTRALIAN BLACKWOOD TREES PROCURED TO GROW NO GREATER THAN 2.5m IN HEIGHT TYPICALLY

10m GRAFTED AUSTRALIAN BLACKWOOD TREES SPECIFIED TO CREATE HERITAGE BUFFER ZONE, ONLY

GENERAL DENSITY OF GRAFTED AUSTRALIAN BLACKWOOD TREES ARE NOT TO EXCEED 50% FOLIAGE DENSITY

BRANCH HEIGHTS MUST BE MAINTAINED AT ±500mm BETWEEN BRANCHES, VERTICAL, TO DISCOURAGE STARLING BIRDS NESTS AND FOR VIGILANCE

PRUNNING PROGRAMME:

A CERTIFIED ARBORISTS WILL COMPLETE A SITE INSPECTION ON AN BI-ANNUAL BASIS TO MAINTAIN ALL GRAFTED AUSTRALIAN BLACKWOOD TREES IN ACCORDANCE WITH THIS PLAN

01 SITE PLAN

KEY / CONTEXT PLAN

1:5000 @ A2

NORTH:

NOTES:
10% SITE COVERAGE OF 2.35 HECTARE
GROUNDWORKS: 4800m²
WAREHOUSE: 2290m²
GRAVEL ACCESS: 1200m
ASPHALT C/PARK: 400m²
AWNING: N/Am²
CONCRETE C/OVER: 250m²
LANDSCAPING: 2350m² (10%)

CRASH SAFE BOLLARD

AUSTRALAIN 'BLACK PEPPERMINT' EUCALYPTUS AMYGDALINA @ 5m CE TO 50m HERITAGE BUFFER ZONE

GRADE 4G GRAVEL DRIVEWAY, FINISHED ALL-WEATHER SPRAY SEAL TREATEMENT

EXISTING RADIATA PINE

CONCRETE DRIVEWAY / APRONS / RAMPS

GRAFTED AUSTRALAIN BLACKWOOD 'Acacia melanoxylon'

GRASS BOARDERS

PADESTRIAN WALKWAY

STICKY WATTLE 'Acacia howittii'

KNIFE-LEAF WATTLE 'Acacia cultriformis'

DESIGNING FOR SITE HEALTH AND SAFETY	
SAFETY, HEALTH AND ENVIRONMENT INFORMATION. Based on experience and the use of competent contractors working to an approved method statement (not physical / medical hazards) I make known to the statement 'NO UNUSUAL RISKS'	
CONSTRUCTION:	'NO UNUSUAL RISKS'
OPERATIONS:	'NO UNUSUAL RISKS'
MAINTENANCE:	'NO UNUSUAL RISKS'
DISMANTLING/ DEMOLITION:	'NO UNUSUAL RISKS'

SITE LOCATION:	NORTH MIDLAND COUNCIL (WESTERN JUNCTION)
SITE AREA m²	2.35Ha.
EXISTING AREA m² / PROPOSED AREA m²	3720m² G.I.A.
TITLE NO / FOLIO / VOL:	SP162274 / FOLIO 2
PROPERTY ID (LIST)	N/A
PLANNING ZONE:	19. GENERAL INDUSTRIAL
CLIMATE ZONE:	CLASS 1 / 2 / 3 / 4 / 5 / 6 (TASMANIA) / 7 / 8
BAL ASSESSMENT:	N.A. / BAL Low / BAL 12.5 / BAL 19 / BAL 29 / BAL 40
GEOTECHNICAL:	SITE CLASS: A / S / M / H1 / H2 / E / P / TBA
WIND CLASSIFICATION	N1 / N2 / N3 N4 / N5 / C1 / C2 / C3 / C4
TERRAIN CATAGORY	TC1 / TC1.5 / TC2 / TC2.5 / TC3
ENERGY ASSESSMENT RATING	N/a / 1 / 2 / 3 / 4 / 5 / 6 / 7 / STARS
SNOW LOADING REGION:	YES / NO
NATURAL ASSETS LOCATION SURVEY:	N/A

A2

REV	COMMENTS	DRAWN	DATE
A	TREE REMOVAL D.A. PERMIT APPLICATION	A.D.	27.11.23

DRAWING TITLE:
PROPOSED SITE AND CONTEXT PLAN
LAUNCESTON KITCHEN CENTRE
6 TRANSLINK AV. STH WESTERN JUNCTION TAS. 7212

DRAWN:	AD	APPROVED:	CB	DATE:	11.09.23		
SCALE:	N.T.S.	SIZE:	A2/A0	DWG NO:		REVISION:	
PROJ. NO:	23/5482	STATUS:	APPROVAL	A.06		A	

NOTE: USE FIGURED DIMENSIONS IN PREFERENCE TO SCALE DIMENSIONS. CHECK ALL DIMENSIONS AT SITE BEFORE FABRICATION AND SETTING OUT. CHECK PRINTED SCALE IS ACCURATE VIA SCALE KEY FEATURED ON DRAWING.
ALL INFORMATION IS THE INTELLECTUAL COPYRIGHT OF BISON CONSTRUCTIONS AND IS NOT TO BE REPRODUCED WITHOUT CONSENT. (C) COPYRIGHT. ALL RIGHTS RESERVED.

NORTH:

BISON CONSTRUCTIONS

34935 TASMAN HIGHWAY, SCOTTSDALE, TAS. 7260
PO BOX 447, SCOTTSDALE TAS 7260
OPEN: 6am - 5pm MONDAY - FRIDAY. SAT - SUN CLOSED
TEL (03) 6352 4449
EMAIL: BUILD@BISONENT.COM.AU
WEB: HTTPS://BISONCONSTRUCTION.COM.AU/

NORTHERN MIDLANDS COUNCIL

REPORT FROM:	**HERITAGE ADVISER, DAVID DENMAN**
DATE:	**30 January 2024**
REF NO:	**PLN-23-0235; 201800.092**
SITE:	**Approved Lot 6 Evandale Road (Folio of the Register 185373/301)(adjacent to Translink Ave South), Western Junction**
PROPOSAL:	**Removal of Radiata Pine Tree line to accommodate approved Civil Hydraulic design and allow for future development zone (Translink SAP)**
APPLICANT:	**Bison Construction Pty Ltd**
REASON FOR REFERRAL:	**Local Historic Heritage Code** **In relation to proximity to Clairville and the impact**

Do you have any objections to the proposal: **Yes**

The Translink SAP NOR-S1.7.11 The acceptable solution states:

A1 developments within 100m of the historic Clairville property contained on Folio of the Register 108432/1, must be sympathetic to the cultural significance of the site and Council may require additional landscaping, mounding or other measures to ameliorate potential impacts.

The trees were one of the only cultural landscape elements that was existing on the Translink land prior to the above acceptable solution required for development within 100m of the historic Clairville property boundary. Only one tree is outside the 100m zone.
This provision was included in the scheme to protect any existing significant landscape elements in addition to requiring landscaping or other measures to ameliorate potential impacts.
It is my opinion that the existing trees should be retained because they ameliorate the impacts of the existing and future development within a 100m from the Clairville site boundary.

Email referral as word document to David Denman – david@denman.studio
Attach public exhibition documents
Subject line: Heritage referral PLN-23-0235 - Approved Lot 6 Evandale Road (Folio of the Register 185373/301)(adjacent to Translink Ave South), Western Junction

David Denman (Heritage Adviser)

Date: 18/02/202

Paul Godier

From: Bonner, Chris
Sent: Friday, 9 February 2024 10:34 AM
To: NMC Planning
Cc: Paul Godier; Boersma, Ian
Subject: RE: Heritage Comment Sought in relation to Tree Removal within 100m of Clairville historic property PLN23-0235
Attachments: CPR_Clairville.pdf; DataSheetRegistration_THR5315.pdf

Dear Rebecca,

Thank you for your email, and attached information.

I can confirm that the subject pine trees are not regulated by the Tasmanian Heritage Council as located outside of the Tasmanian Heritage Register (heritage listed) boundary for 'Clairville' that is subject to provision of the *Historic Cultural Heritage Act 1995* (THR Place#5315: CPR#10188, attached).
Heritage approval is not required.

The subject trees appear to contribute to an early paddock division of the historic 'Clairville' landscape.
See following images from 1949, 1956 & 1966 (LIST Aerial Viewer Ref#0199_522; 0321_123; 0456_074).

Fig.1. 'Clairville' 01/04/1949 (LIST Aerial Viewer).

Fig.2. 'Clairville' 31/01/1956 (LIST Aerial Viewer).

Fig.3. 'Clairville' 14/01/1966

The subject pine trees, established c1950, can be considered to contribute to the place's historic cultural landscape.
The retention and continued management of those trees, along with historic plantings, i.e. *hawthorn sp.* having association to the historic 'Clairville' paddock/boundary alignment is therefore recommended as the most sympathetic response to the place's cultural significance.

This advice is provided in response to your request for comment and is not a submission to the subject planning application.
Please contact me if you need to discuss.
Regards

Tasmanian Government

Chris Bonner | Regional Heritage Advisor |
Heritage and Land Tasmania | Environment, Heritage & Land
Department of Natural Resources and Environment Tasmania
Public Buildings | Level 1 / 53 St John Street | Launceston TAS 7250
GPO Box 618 | Hobart TAS 7001 | T: 1300 850 332

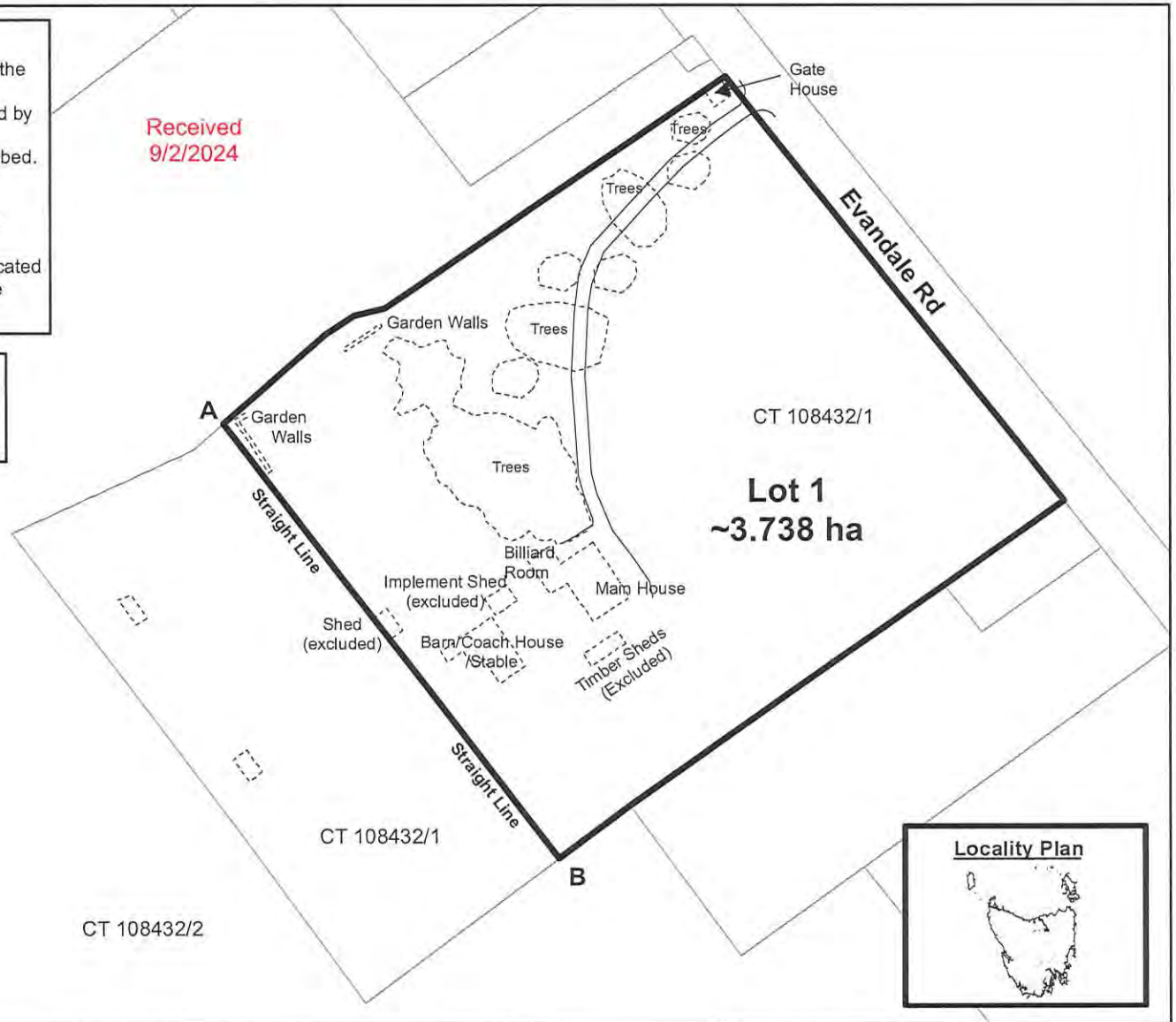
Note

1. Lot 1 represents the registered area for 'Clairville' (#5315 on the Tasmanian Heritage Register).
2. Lot 1 is part of CT 108432/1, the boundary of which is defined by a heavy black line and described below.
3. All boundaries are parcel boundaries unless otherwise described.
4. Details of parcel boundaries may be accessed via the Land Inforamtion System Tasmania (The LIST).
5. Dashed lines represent features digitised from ortho-rectified aerial photography.
6. The Implement Shed, Timber Shed and western Shed are located within the registered area, but are excluded from the heritage registration.

Boundary & Point Description

A. Intersection of the cadastral boundary and 516769E.
B. Intersection of the cadastral boundary and 516883E.
A-B is a straight line.

Received
9/2/2024



Locality Plan

Scale 1:2,000
0 10 20 40 60 80 Metres

N

TASMAP:	PROSPECT (5040)	GRID:	MGA94 / ZONE 55	DATUM:	AHD	CONTOUR INTERVAL:	N/A
No.	PRODUCTION / AMENDMENT	AUTHORITY	REFERENCE	DRAWN	APPROVED	DATE	
1	Production	THC	5315	JS	D. SNOWDEN	25-FEB-15	

CLAIRVILLE COTTAGE
198 EVANDALE ROAD, WESTERN JUNCTION

PREPARED BY HERITAGE TASMANIA

GDA

CENTRAL PLAN REGISTER
p.p. Surveyor General:
Date Registered: 8-APR-16

Tasmania

CPR 10188

Tasmanian Heritage Register Datasheet

Received
9/2/2024

Tasmanian Heritage Council

134 Macquarie Street (GPO Box 618)
Hobart Tasmania 7001
Phone: 1300 850 332 (local call cost)
Email: enquiries@heritage.tas.gov.au
Web: www.heritage.tas.gov.au

Name: **Clairville**
Status: Permanently Registered
Tier: State

THR ID Number: **5315**
Municipality: Northern Midlands Council
Boundary: CPR10188

Location Addresses
198 EVANDALE RD, WESTERN JUNCTION 7212 TAS

Title References
185827/2

Property Id
9818431

Wallpaper and fireplace, Clairville
DPIPWE 2011

Window, Clairville
DPIPWE 2011

Clairville wallpaper
DPIPWE 2011

Barn/coachhouse/stable, Clairville
DPIPWE 2011

Received
9/2/2024

Back of billiard room and house, Clairville
DPIPWE 2011

Fireplace, Clairville
DPIPWE 2011

Gate house, Clairville
DPIPWE 2014

Clairville house
DPIPWE c2002

Verandah, Clairville
DPIPWE c2002

Statement of Significance: (non-statutory summary)

Received
9/2/2024

Clairville is of historic cultural heritage significance for its ability to demonstrate the evolution of Tasmania 's pastoral and agricultural history through the 19th century, evident in its main house, outbuildings, mature plantings and hedgerow. It is also significant as a fine example of an Old Colonial Georgian farm residence with its associated outbuildings, the house having special importance in containing a rare example of French panoramic wallpaper - the only known survivor of its type in Australia.

Why is it significant?:

The Heritage Council may enter a place in the Heritage Register if it meets one or more of the following criteria from the Historic Cultural Heritage Act 1995:

a) **The place is important to the course or pattern of Tasmania's history.**

Clairville demonstrates the evolution of Tasmania's pastoral and agricultural history. Together the rural homestead, outbuildings, mature plantings and hedgerow portray Tasmania's pastoral and agricultural history and the adoption of permanent and substantial construction reminscent of British models.

b) **The place possesses uncommon or rare aspects of Tasmania's history.**

The house at Clairville contains a rare example of French panoramic wallpaper, being the only known survivor of this paper insitu in Australia.

c) **The place has the potential to yield information that will contribute to an understanding of Tasmania's history.**

No Data Recorded

d) **The place is important in demonstrating the principal characteristics of a class of place in Tasmania's history.**

Clairville is of historic heritage significance because of its ability to demonstrate the principal characteristics of an Old Colonial Georgian farm house with its associated outbuildings.

e) **The place is important in demonstrating a high degree of creative or technical achievement.**

No Data Recorded

f) **The place has a strong or special association with a particular community or cultural group for social or spiritual reasons.**

No Data Recorded

g) **The place has a special association with the life or works of a person, or group of persons, of importance in Tasmania's history.**

No Data Recorded

h) **The place is important in exhibiting particular aesthetic characteristics.**

The property is associated with decorated World War I and II soldier and Victoria Cross winner Harry Murray , whose statue stands in the main street of Evandale.

Heritage approval is required for work that will result in changes to the nature or appearance of the fabric of a Heritage place, both internal and external.
Please refer to the Heritage Council's Works Guidelines (www.heritage.tas.gov.au) for information about the level of approval required and appropriate outcomes.
Heritage Advisors are also available to answer questions and provide guidance on enquiries@heritage.tas.gov.au or Tel 1300850332

This data sheet is intended to provide sufficient information and justification for listing the place on the Heritage Register. Under the legislation, only one of the criteria needs to be met. The data sheet is not intended to be a comprehensive inventory of the heritage values of the place, there may be other heritage values of interest to the Heritage Council not currently acknowledged.

Setting:

Situated directly across the Evandale Road from the Launceston Airport terminal , and with the modern housing estate

of Devon Hills bordering its northern boundary, Clairville has sufficient open pastoral lands and mature plantings to retain a semblance of its rural beginnings. Mount Barrow and the Ben Lomond plateau form the eastern skyline, and the Great Western Tiers are the dominant landscape feature to the south-west.

Description:

The house at Clairville is an outstanding Old Colonial Georgian residence, notable for its similar plan to Highfield in Stanley, its fine cedar interior joinery and paysage (or perspective). According to Lionel Morell, the house fits Robert Irving's Type 2 definition of the early Australian bungalow, with the verandah under the main roof, without pavilions but sometimes extending round more than one side (Morell, 'The influence of India...', p.26). It is a single storey Colonial bungalow with timber verandah to three sides. There is a two storey stuccoed section behind and adjoining kitchen. The roofs are hipped with dormers. There is a six panelled entry door at the side with an hexagonal pattern to half sidelights and geometric transom light. There are five bays to the main facade with French doors and shutters. The central room to the garden has a French wall paper with a continous panorama depicting the arrival at Nauplia in Greece of King Otto I, second son of King Louis I of Bavaria and first king of modern Greece. Original interior cornices, fireplaces, doors, skirting boards and architraves contribute to the representative character of the main house.

Complementing the house is a stone barn and a finely proportioned lodge or gatehouse which is actually the sole remnant of a row of farm cottages. The barn features a loft. There is also a square plan stuccoed lodge (gatehouse) at the road with a central stepped chimney.

There is a hedgerow along the front of the property adjoining Evandale Road and mature plantings up the driveway.

The registered area includes the house, the attached billiard room, implement shed, the barn/coach house/stable building and the gate house. The timber sheds on the southern side of the main group of buildings are excluded from the registration.

History:

The earliest part of the house at Clairville was built in the 1830s by John Sinclair. He was rewarded with a grant of land for his part in the apprehension of members of Matthew Brady's gang of outlaws, being involved, along with John Helder Wedge, in the killing of Murphy, near latter-day Breadalbane (editorial, *Hobart Town Gazette* 18 March 1826, p.2; *Cyclopedia of Tasmania*, 1931, p.269). Clairville is said to have been built by convict labour, 'a prison camp being situated on the property, at a spot near where the railway passes the church', the overseer of the gang being William Invoceat (*Cyclopedia of Tasmania*, 1931, p.269). According to Ernest Whitfield, Sinclair, who had taken part in a whaling expedition to Port Fairy, was involved in the settlement of Victoria, being one of the syndicate who sent John Batman across Bass Strait from Launceston (Ernest Whitfield, 'Early Launceston', *Launceston Examiner* 8 July 1897, p.2).

The c1840 French scenic wallpaper depicts a scene called 'Passage des Detroits', that is, the arrival in Naupalia, Greece, of King Otto I, the first king of modern Greece (Clive Lucas to Mrs Hugh Cameron 30 August 1990).

Clairville was acquired c1860 by Robert Cameron. On 1 December 1880, Harry Murray, a Victoria Cross winner and highly-decorated soldier in both World Wars, was born on the property (registration 431/1881, District of Morven). A number of additions wer made to the house during the Victorian and later periods. At the time of the 1903 census Robert Cameron remained the landowner, with three married couples giving their occupation as 'farmer' and 'domestic duties' respectively (*Census of Tasmania for 1903*). Clairville was still in the Cameron family in 1931 (*Cyclopedia of Tasmania*, 1931, p.260).

Bibliography

Birth record 431/1881, RGD 33/59 (TAHO).
Commonwealth of Australia electoral roll, 1903.

Cyclopedia of Tasmania 1931.

Hobart Town Gazette 18 March 1826, p.2.

Launceston Examiner 8 July 1897, p.2.

Lincoln, Merrilyn 1986, 'Murray, Henry William (Harry) (1880–1966)', *Australian Dictionary of Biography*, vol.10, Melbourne University Press, http://adb.anu.edu.au/biography/murray-henry-william-harry-7709, accessed 21 August 2014.

Lucas, Clive; letter to Mrs Hugh Cameron 30 August 1990. Private collection.

Morell, Lionel 2011, 'The influence of India on colonial Tasmania architecture and artefacts', *Papers and Prceedings of*

the Launceston Historical Society Annual Symposium: The Indian Connection with Tasmania, vol.23, Launceston Historical Society, Launceston, pp.25–38.

Received
9/2/2024

W: www.heritage.tas.gov.au

Delivering a **sustainable Tasmania**.

In recognition of the deep history and culture of this island, I acknowledge and pay my respects to all Tasmanian Aboriginal people; the past and present custodians of the land.

From: NMC Planning <planning@nmc.tas.gov.au>
Sent: Tuesday, February 6, 2024 10:26 AM
To: Bonner, Chris Heritage Enquiries <Enquiries.Heritage@heritage.tas.gov.au>
Cc: Paul Godier
Subject: Heritage Comment Sought in relation to Tree Removal within 100m of Clairville historic property PLN23-0235

Good morning Chris,

The Northern Midlands Council has a planning application before it for consideration for tree removal on Approved Lot 6 at Translink Avenue South, Western Junction PLN23-0235. The proposed tree removal is within 100m of the historic Clairville property (THC listed) and as such the proposal is to be considered against provisions of the Translink SAP.

The Translink SAP NOR-S1.7.11 Heritage acceptable solution states:

A1 developments within 100m of the historic Clairville property contained on Folio of the Register 108432/1, must be sympathetic to the cultural significance of the site and Council may require additional landscaping, mounding or other measures to ameliorate potential impacts.

Please note there is no corresponding performance criteria.

Are you able to provide Council with any comment you wish to make noting that the tree removal is not within the boundaries of the THC listing?

I attach a diagram showing the 100m radius from the nearest point of the Clairville boundary and the tree removal, as well as a plan from the proponent including proposed landscaping.

Should you have any questions please feel free to give me a call or Council's Senior Planner, Paul Godier.

Regards,

Rebecca Green
Planning Consultant | Northern Midlands Council
Council Office, 13 Smith Street (PO Box 156), Longford Tasmania 7301
T: (03) 6397 7303 | F: (03) 6397 7331
W: www.northernmidlands.tas.gov.au
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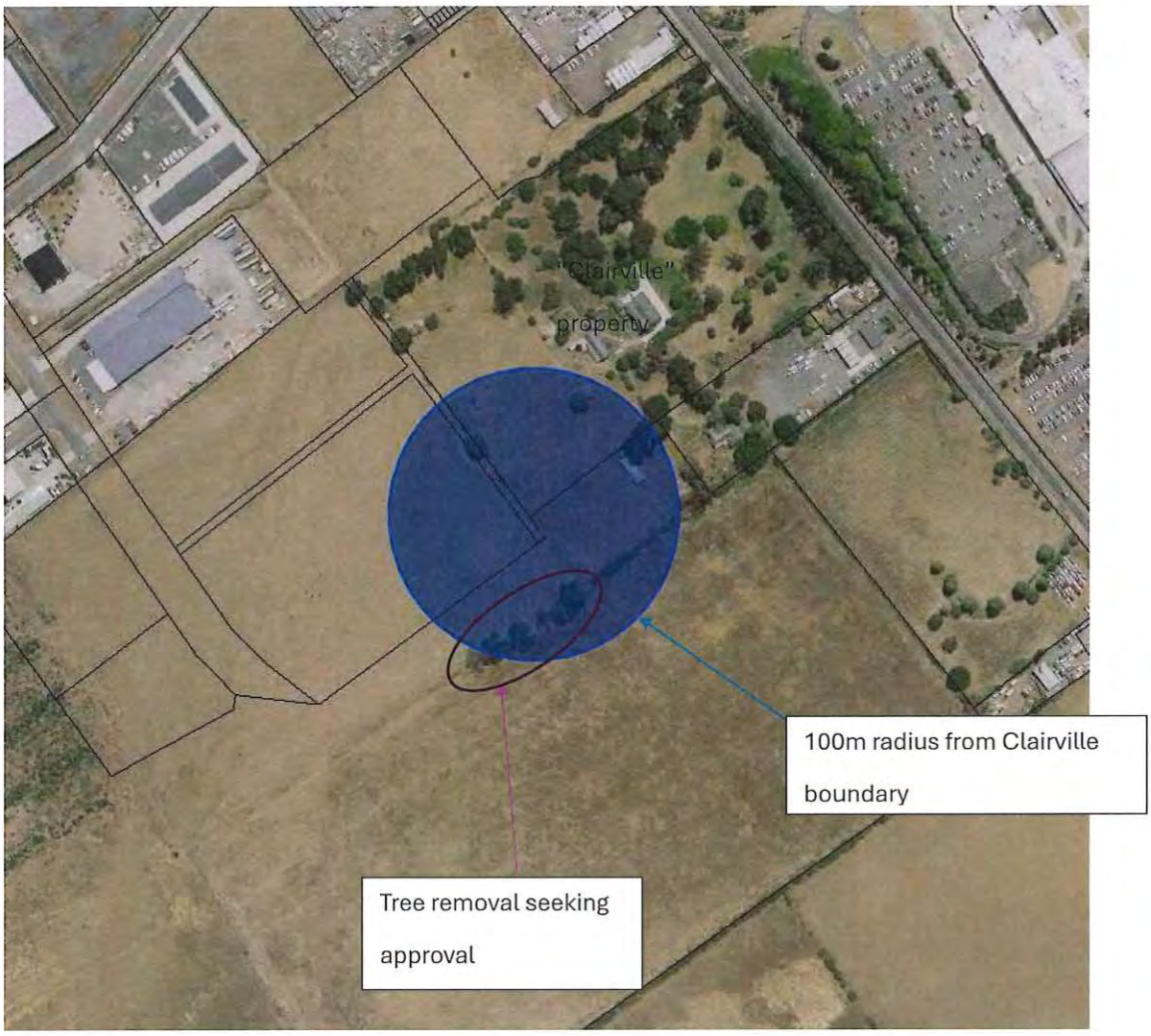
"Clairville"
property
100m radius from Clairville boundary
Tree removal seeking approval

LAUNCESTON
AIRPORT

26 February 2024

Development Services Department
Northern Midlands Council
13 Smith Street
LONGFORD TAS 7301

Dear Sir / Madam

RE: Planning Application PLN-23-0235 - Removal of Radiata Pine Tree line to accommodate approved Civil Hydraulic design and allow for future development zone (Translink SAP) - Approved Lot 6 Evandale Road (Folio of the Register 18S373/301) (adjacent to Translink Ave South), Western Junction TAS 7212

I refer to the above development application and after review of the proposal, having regard to the National Airports Safeguarding Framework (NASF) guidelines, provide the following comments relating to the proposal:

- The proposed landscape development does not infringe the Launceston Airport Prescribed Airspace surfaces. However, plant or equipment that extends to a height greater than the max height during removal of existing or planting of new trees may infringe the OLS.

- The application includes landscaping that may increase the risk of attracting wildlife.

Therefore, Launceston Airport does not object to the development application at **Evandale Road (Lot 6 Translink Ave South), Western Junction**, however, requests the following be added as conditions to the planning permit:

1. Due to the proximity to the prescribed airspace surfaces (OLS) for Launceston Airport, any plant or equipment that extends to a height greater than the building development during construction may infringe the OLS and must be referred to Launceston Airport for written approval prior to use. Approval from CASA and Airservices Australia may be required, and this process may take 12 weeks or longer to obtain.

PO Box 1220 Launceston TAS 7250 Australia **Phone** +61 3 6391 6222 **Email** information@lst.com.au
launcestonairport.com.au ABN 79 081 578 903

2. Landscaping, certain planting, standing water and waste have the potential to attract wildlife which can increase the risk of wildlife transiting across aircraft flight paths. In relation to the proposed landscaping, Launceston Airport encourages the proponent to contact the Launceston Airport Operations Department and discuss options for reducing the risk associated with aircraft bird strikes.

If you or the applicant have any questions relating to the above comments, please don't hesitate in contacting me.

Yours sincerely,

Ilya Brucksch
Head of Planning, Development and Customer
Australia Pacific Airports (Launceston) Pty. Ltd.

From: Cameron Oakley
Sent: Wednesday, 31 January 2024 9:20 AM
To: NMC Planning; Jonathan Galbraith; Samuel Goss
Subject: RE: Referral W&I PLN23-0235 - Approved Lot 6 Evandale Rd, Western Junction

Hi Sylvia,

I understand this proposal is simply for the removal of a line of radiata pine from the site. As such, there are no implications for Works & Infrastructure and we require no conditions on the permit.

Regards,

Cameron Oakley
Engineering Supervisor | Northern Midlands Council
Council Office, 13 Smith Street (PO Box 156), Longford Tasmania 7301
T: (03) 6397 7303 | F: (03) 6397 7331
www.northernmidlands.tas.gov.au
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Please note: my working days are Monday to Wednesday.

From: NMC Planning <planning@nmc.tas.gov.au>
Sent: Tuesday, January 30, 2024 3:57 PM
To: Jonathan Galbraith Cameron Oakley
Samuel Goss
Subject: Referral W&I PLN23-0235 - Approved Lot 6 Evandale Rd, Western Junction

Good Afternoon

Please see referral for your action.

Kind regards

Sylvia Goldspink
| Northern Midlands Council
Council Office, 13 Smith Street (PO Box 156), Longford Tasmania 7301
T: (03) 6397 7303 | F: (03) 6397 7331
E: | W: www.northernmidlands.tas.gov.au
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9/2/2024

Re: PLN-23-0235

Dear Mayor and Councillors

I wish to make a representation concerning PLN-23-0235 for the removal of trees.

The line of Radiata pines form an important part of the historic cultural heritage of Clairville and while I recognise that the trees are not located within the Clairville boundary, they are within the hundred meter heritage protection zone as outlined in the SAP.

These trees, along with the hawthorn hedges, demonstrate the use of trees by the early settlers and farmers for paddock division, shelter for stock and wind protection. A similar line of trees exists on our western boundary, adjacent to the Council owned land designated for storm water detention. Together, these two tree lines clearly demonstrate the importance of trees to farming and good management of land and are of continuing importance to the remnant farm land of Clairville.

These trees are also important to the bird life of the area. Our current register of birds living and visiting the area now stands at 40 and includes wedge tailed eagles and black cockatoos.

The protection of these trees was considered by Council to be important enough for a condition to be placed on the original permit stating that a separate planning application would be required for the removal of the trees.

It is vital to the continuing protection of the historical cultural heritage of Clairville that these trees are retained and managed properly to ensure their continued life.

I urge you to uphold the principals and intentions of the SAP and vote in favour of retaining these trees.

Yours sincerely.

Robert Henley

34835 Tasman Hwy,
PO Box 447
Scottsdale, Tas 7260
P: 03 6352 4449
E: build@bisonent.com.au

Tuesday, 5 March 2024

To the Northern Midlands Council Planners

Dear Paul Godier,

Re: PLN-23-0235

Thank you for the opportunity to reply to the representation in regard to the development of our site at Western Junction and the removal of Pine Trees.
Prior to lodging the Development Application, we did consult an arborist in regard to the condition of the trees. The verbal response was that they were past their useful life and should be removed and to look at a more appropriate species. We didn't formalise this advice as the trees seemed to be of little value and well away from any other neighbouring property.
Since the receipt of the representation, we have taken the step of formalising this advice in the form of the attached report. The advice from Tree Pioneers is very clear:

- 14 Pinus radiata trees at 6 TransLink Road, Western Junction should not be a restriction on development. The trees offer no amenity value and have no future in the landscape.
- The 10 alive trees and 4 dead trees are in poor condition and have a very short 'Useful Life Expectancy' (0-5 years).
- The harsh growing environment offers little opportunity for these trees.
- Development of the site allows for soil amelioration and replanting of more appropriate species for the landscape.
- Remove and replace with more appropriate species.

We would request that this letter and this report be included in the Council agenda and that any notion of retaining the trees be removed from the officer recommendation.

Regards,

Larry

Larry Christian
Bison Constructions Project Manager

Arboricultural Tree Report

For

North Midland Councillors

Site

6 TransLink Avenue South,
Western Junction,
Tas

Prepared By

Tree Pioneers
ABN: 97 327 587 243
21 Victoria Road, Ranelagh,
Tasmania, 7109

Consulting Arborist

Joe Loorham
Graduate Certificate of Arboriculture
Diploma Of Arboriculture
Ph: 0433 918 192
Email: treepioneers@outlook.com

1. Overview

Tree Pioneers were engaged to undertake an arboricultural assessment on several large old pine trees (*Pinus radiata*) at 6 TransLink Avenue, Western Junction. This address is a building site in an industrial estate. The assessment was requested due to the unknown significance of the trees. There are 14 trees which were likely originally planted as a wind break row along the boundary of the farm.

2. Key Objectives

- Provide a tree health assessment.
- Identify and record tree data.
- Discuss and provide recommendations for the tree.

3. Method

The trees were assessed with a climbing inspection on Friday 23rd of February Joe Loorham. The trees were assessed for the following;

- species identification and origin
- approximate age of the tree
- stem diameter at 1.4 meters above ground level with DBH tape (multiple stem trees calculated with Tree Tec Calculator)
- an estimation of the height and width of the tree canopy with clinometer
- the structure of the tree
- the health of the tree
- the significance of the tree to the site
- Risk using Valid tree risk-benefit assessment

The visual tree assessment (VTA) was undertaken from the ground and recorded. No aerial assessment has taken place. An aerial inspection of the tree will be recommended if further assessment is required. Anything not visible from the ground cannot be accounted for. No underground investigation took place. The tree assessment relates to the data taken on the day of assessment and does not include any changes thereafter.

4. Site

The address is a building site in an industrial estate. The site is cleared and appears to have been used for grazing. The trees are located on an old fence line and would have been used as a windbreak. The site is flat with no aspect. The soil is harsh and compacted from stock and machinery. There is a large pit to the North-East of the tree row. The 14 trees on site are *Pinus radiata*, an exotic species. There is 1 fallen tree laying on the ground and several fallen branches.

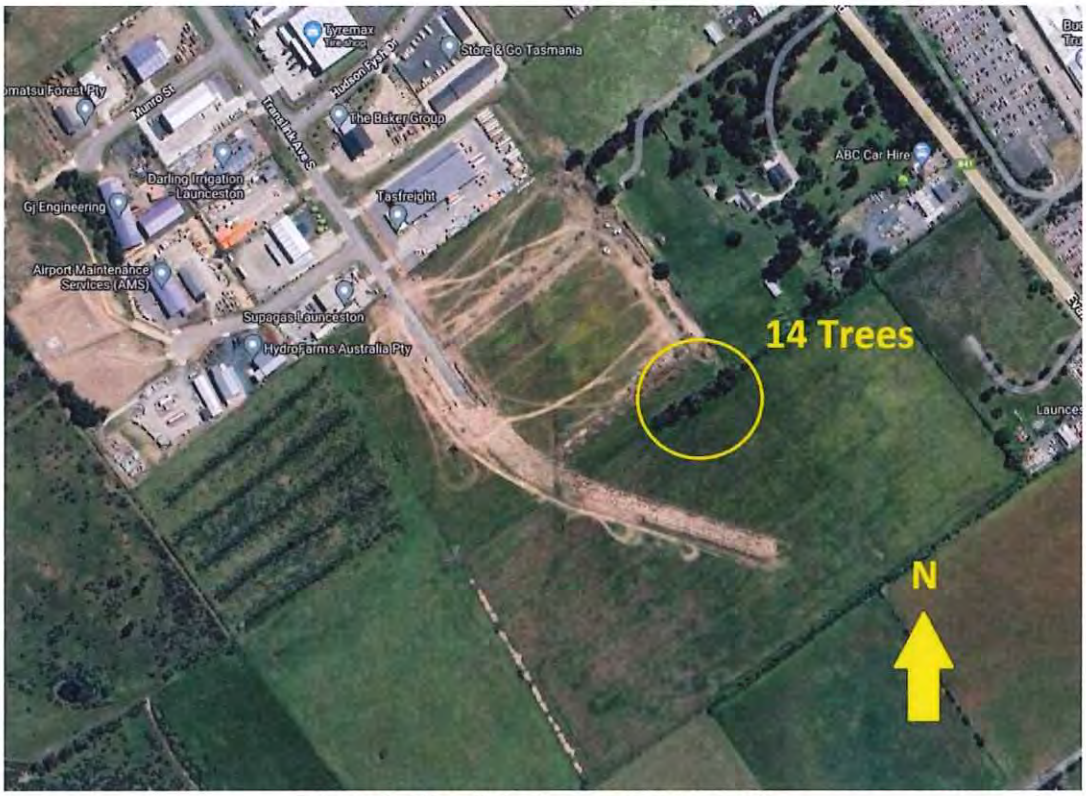
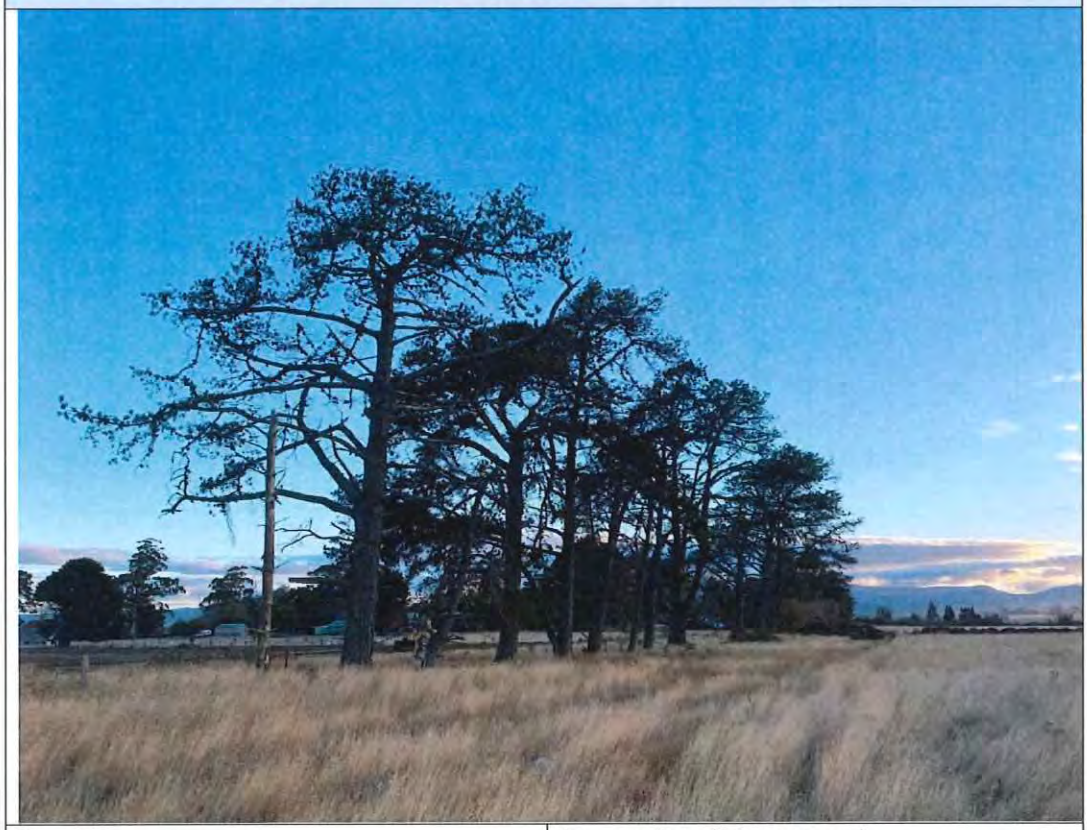


Figure 1. Map of site (source google maps).

5. Tree Data

Trees	
	
Tree ID	*Pinus radiata (14 specimens)*
Common Name	Monterey Pine, Radiata Pine
Age	10 Mature/ 4 Dead
Origin	Exotic
D.B.H	0.30 – 1.1m
Height	12 - 20m
Width	4 – 12m
Health	10 Poor/ 4 Dead
Structure	Fair
Retention Value	Low
U.L.E. (Useful Life Expectancy)	Remove (0-5 years)
Comments: • Wind row of old trees • Varying degrees of decline and 4 dead trees. • Failed branches and trees on the ground • Compacted soil.	

6. Observations/Discussion

The 14 trees are growing in an open paddock which is proposed for development. The soil environment is harsh and compacted. This soil type is typical for environments in paddocks, around livestock and construction sites. Compacted soils reduce pour space in the soil which allows for the movement of water and dissolved nutrient. It also reduces the ability for root grow through the soil. Compacted soils have an adverse effect on tree growth and can lead to stunted form and decline in health.

Figure 2. Image showing failed pine tree from the row of trees.

These 14 trees appear to be smaller than typical for species in an open environment. They are also in serious decline due to lack of resources. The most North-Eastern tree has a large open pit excavated withing 2m of the trunk. This excavation is within the SRZ (Structural Root Zone) of the tree. This excavation will have undermined the structural integrity of the tree.

The trunks of the trees are all typical for species with good flair and taper. Monterey Pine trees are used as a plantation timber for their fast growing wood. This species lays down timber in the form of trunk diameter rapidly.

There is one tree that has completely failed. This is evidence of whole tree failure. It is unclear if the tree failed before it died of after.

Figure 3. Image showing open trench inside the trees SRZ.

The scaffold branches that make up the architecture of the 10 alive trees have good attachment and angle. This is typical for Monterey Pine. There is evidence of large limb failure still present on site. The limb appears to have failure at the collar of the tree. There is no evidence if the branch failed prior to tree death or after.

The canopy structure of the 14 alive trees is typical for species. The overall canopy health of the 10 alive trees is poor. The 10 alive trees have less than 25% foliage for a typical Monterey Pine tree. The needle density is low and needle length is short. These are indicators of poor health. There is

significant deadwood throughout the canopy. There is no obvious sign of new growth. The 10 trees that are alive appear to be surviving on stored energy.

A risk assessment was not conducted as there is no assets present at the time of assessment. The construction of buildings and assets in close proximity would likely trigger a 'Not Tolerable' or 'Not Acceptable' risk.

The 10 alive trees of the 14 offer no amenity value to site with the likelihood of them surviving 5 or more years is extremely low. Dead pine trees deteriorate at a rapid rate and should be removed in the urban environment. Pine trees are also not a viable habitat tree option due to the rate at which they degrade.

The historically significant of the trees is hard to identify. Typically, wind row trees that farmers would use are Hawthorn (*Crataegus sp.*) or Cypress (*Cypressus sp.*). These species are chosen for their dense canopy. This dense canopy reduces wind for livestock and loss of topsoil. *Pinus radiata* is not commonly used.

The ecological significant of these trees is also hard to quantify. *Pinus radiata* offer minimal to no foraging food for native fauna. The poor health of the trees means no amount of food source is being produced. The open canopy offers little habitat for native fauna. Typically native fauna are den dwelling creatures and the growth and structure of *P. radiata* rarely provide hollows. *P. radiata.* leaf litter can reduce the fertility of soil and alter the water and nutrient cycle. The altered soil under pine trees significantly reduces growth of native plant life. This is why *P. radiata* is considered a weed species in many states around Australia. *P. radiata* can have a detrimental impact on humans in the urban environment. The pine pollen and pine dust causing an allergic response.

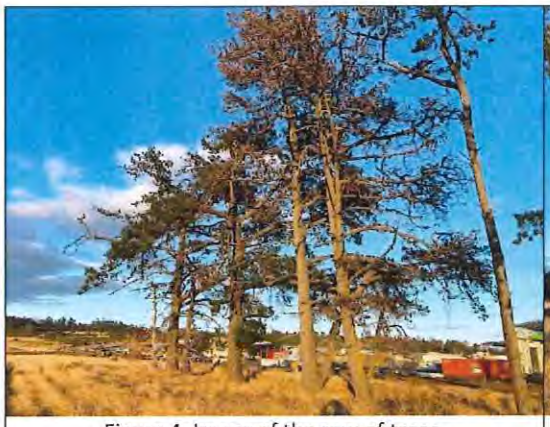


Figure 4. Image of the row of trees.

Figure 5. Image of the row of trees.

7. Conclusion/Recommendation

14 Pinus radiata trees at 6 TransLink Road, Western Junction should not be a restriction on development. The trees offer no amenity value and have no future in the landscape.

- The 10 alive trees and 4 dead trees are in poor condition and have a very short 'Useful Life Expectancy' (0-5 years).
- The harsh growing environment offers little opportunity for these trees.
- Development of the site allows for soil amelioration and replanting of more appropriate species for the landscape.
- Remove and replace with more appropriate species.

8. References

Australian Standards – AS 4970-2009 Protection of trees on development site.

Australian Standards – AS 4373-2007 Pruning of Amenity trees.

Moore. G. Windthrown Trees: Storm or Management 2015

Arboriculture Australia. MIS313 Tree health and Maintenance 2020

Arboriculture Australia. MIS312 Environmental Arboriculture

Alex L. Shigo – *Modern Arboriculture: A Systems Approach to the care of trees and their associates*, 1st edition, published January 1991

Alex L. Shigo – *New tree Biology: Facts, Photos and Philosphies on trees and their problems and proper care*, 2nd edition, published June 1989

Mattheck, C. & Breleor, H. 1994, *The Body Language of Trees*, The Stationary Office, London, UK.

9. Glossary

Arboricultural terms used throughout the document.

Term	Meaning
Bifurcated	A tree or limb divides at a union into two main sections which is reasonable equal. Similar meaning as co-dominant stems.
Codominant stems	Two or more stems which are competing in size. They do not have branch collars but may form a bark ridge. In many cases this leads to included bark. Similar meaning to bifurcation.
Canker	A localized lesion; a dead spot. Canker doesn't allow the tree to callus over the wound.
Compartmentalization (CODIT)	Compartmentalization is the tree's defence process where boundaries form that resist spread of infections and that defend the liquid transport, energy storage and mechanical support systems. As trees compartmentalize infected wood, storage space for energy reserves is reduced. Strong compartmentalization "keeps" the lost space to a minimum. Wounded wood is compartmentalized inside the trees structure.
Dieback	A tree dying back at the extremity's either the roots or shoots to survive. Reducing distance of translocation
Epicormic Epicormic bud Epicormic branch	Located along trunk and branches. They are carried in the cambium and are dormant for years. They are suppressed by hormones by active shoots further up the tree. They're suppressed until specific conditions are triggered like damage, pruning or increase light. They have a weak attachment point.
Included bark	Include bark forms when the branch bark ridge turns inward. This is common with codominant stems. Included bark is a condition where the tree has grown around the bark which leaves it included.
Primary disorder	The first disorder, most prevalent diagnosed condition.
Secondary disorder	the secondary disorder, a disease that follows the and results from an earlier disease.
Brown rot	Brown rot or brittle rot is the decay of heart wood, the cellulose is digested, and the lignin is altered. Very brittle.
White rot	White rot or white decay is the decay of heart wood, lignin is digested, and cellulose remains altered.

10. Tree Descriptors

AGE

The notation of age is based on the following categories.

Category	Description
Young	Less than 20% of the life expectance of the tree.
Mature	20 – 80% of the life expectance of the tree.
Over Mature	>80% of the life expectance for the tree.
Dead	Tree is no long alive.

HEALTH

Pertains to the health and growth potential of the tree. The notation of 'health' is based on the following categories.

Category	Description
Good	Full canopy, good foliage density, average leaf colour for species. Average growth indicators such as good extension of growth per growing season, typical leaf size. Little to no dieback in the canopy, minimal deadwood. Good wound wood development. **Tree exhibits above average health and minimal to no work is required.**
Fair	Tree has <25% deadwood and may have minor canopy dieback. Foliage density and colour may be slightly below average for species. Imperfections in canopy present, pathogen signs present. Average growth indicators such as good extension of growth per growing season, typical leaf size and canopy density. Moderate wound wood development. **Tree exhibits below average health and remedial works may be employed to improve tree health.**
Poor	Tree has >25% deadwood and has canopy die back. Foliage density and colour is below average for species. Leaf size distorted and discoloured. Epicormic growth is present throughout the canopy. Canopy is incomplete and has pathogen damage present. Poor wound wood development. **Tree exhibits low health and remedial work or removal may be required.**
Very Poor	Tree has more than 50% deadwood and extensive canopy dieback. Foliage density is sparse and leaf and colour is atypical for species. Epicormic shoots can make up large sections of canopy. Pathogen and stress agent is present are leading to decline. Very poor wound wood development. **Tree exhibits low health and remedial work or removal are required.**
Dead	**Tree is no longer living.**

RETENTION VALUE

Retention Value is rated into three levels: LOW, MEDIUM and HIGH.

Category	Description
Low	Trees that offer little in terms of contributing to the future landscape. Should be considered for removal.
Medium	Trees with some beneficial attributes that may benefit the site. Could be considered for retention if possible.
High	Trees with the potential to positively contribute to the site. Should be considered for retention if possible.

STRUCTURE

Pertains to the physical structure of the tree including main scaffold branches and roots. Structure includes those attributes that may influence the probability of major, trunk, root or limb failure.

Category	Description
Good	Tree has well-defined and balance canopy. Branch unions appear strong and without defects evident. Trunk and branches have nice taper. Tree is unlikely to suffer trunk or branch failure under normal conditions. **The tree is considered a good example of the species with well-developed form.**
Fair	Tree has some minor problems in the structure of the crown. The crown may slightly out on balance and some branch unions may exhibit structural faults. Tree may have a slight lean. Tree may have slight root damage. **There defects are not likely to result in catastrophic trunk or branch failure, although some branch failure may occur under normal conditions.**
Poor	Tree may have significant problems in structural scaffold limbs and trunk. Canopy may be lopped sided and have gaps. Limbs crossing in canopy. Branch unions may be poor with faults present. Tree may have substantial lean. Tree may have suffered significant root damage. Tree may have basal or trunk damage. Tree may have co-dominate stems. Tree may have bifurcated unions. **These defects may predispose the tree to major truck and branch failure.**
Hazardous	Tree has very significant problems in structural scaffold limbs and trunk. Canopy is lopped sided and has gaps. Limbs crossing in canopy causing rubbing and damage. Branch unions are poor with faults at the point of attachment. Tree has substantial lean. Tree has suffered significant root damage. Tree has basal or trunk damage. Tree has co-dominate stems. Tree has bifurcated unions. **There defects are likely to predispose the tree to trunk and scaffold limb failure**

USEFUL LIFE EXPECTANCY (ULE)

U.L.E. pertains to the span of time that the tree might reasonably be expected to provide useful amenity value with an acceptable level of safety at an acceptable cost. Trees with have varying U.L.E. according to the environment, economical and other factors. **(Note: Useful life expectancy is relevant to the tree if it is maintained and nothing significantly in the environment changes)**

The notation of U.L.E. is based on the following categories.

Category	Description
Short	The tree appears to be retainable with an acceptable level of risk for 5 to 15 years.
Medium	The tree appears to be retainable with an acceptable level of risk for 15 to 40 years.
Long	The tree appears to be retainable with an acceptable level of risk for more than 40 years.
Remove	The tree presents with a high level of risk that would need removal within the next 5 years

RISK

Risk is calculated using the following chart.

Passive Assessment - is simply picking up on Obvious Tree Risk Features you can't help but notice as you got about your daily routine. We carry it out in all zones of use. Passive Assessment is our most valuable risk management asset because it can be done by anyone and it's going on day in day out.

Active Assessment - is where we have trained assessors looking for risks that might not be Acceptable or Tolerable. Or where Passive Assessment has picked up an Obvious Tree Risk Feature that needs a closer look. Active Assessment has three levels to it that increase in depth of investigation from Basic, to Detailed, up to Advanced. We'll carry out Active Assessment in zones of high confluence every 5 years.

Risk Ratings - VALID has applied ISO 31000: Risk Management and the Tolerability of Risk Framework to tree risk-benefit assessment and management, which we've adopted. We're going to manage the risk from our trees and branches falling using four easy-to-understand traffic light signal coloured risk ratings. Red Not Acceptable risks will be reduced to an Acceptable level Amber Not Tolerable risks will be reduced to an Acceptable level, but with a lower priority than red Not Acceptable risks Amber Tolerable risks will not be reduced but may require an increased frequency of assessment than green Acceptable risks Green Acceptable risks will not be reduced.

More documentation is attached.

TREE PROTECTION ZONES

The T.P.Z. applied is AS 4970-2009 'Protection of trees on development site'. AS 4970-2009 uses a multiplication method to determine the T.P.Z. based on T.P.Z. radius being 12 times stem diameter measured 1.4 metres above ground.

T.P.Z. radius = DBH x 12

STRUCTURAL ROOT ZONE

The S.R.Z. applied is AS 4970-2009 'Protection of trees on development site'. The SRZ is the area required for tree stability. A larger area is required to maintain a viable tree.

SRZ radius = (D x 50) $^{0.42}$ x 0.64

11. Assumptions and limitations

1. Any legal description provided to Tree Pioneers is assumed to be correct. Any titles and ownerships to any property are assumed to be correct. No responsibility is assumed for matters outside the consultant's control.

2. Tree Pioneers assumes that any property or project is not in violation of any applicable codes, ordinances, statutes or other local, state or federal government regulations.

3. Tree Pioneers has taken care to obtain all information from reliable sources. All data has been verified insofar as possible; however Tree Pioneers can neither guarantee nor be responsible for the accuracy of the information provided by others not directly under Tree Pioneers control.

4. No Tree Pioneers employee shall be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services.

5. Loss of this report or alteration of any part of this report not undertaken by Tree Pioneers invalidates the entire report.

6. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by anyone but the client or their directed representatives, without the prior consent of the Tree Pioneers.

7. This report and any values expressed herein represent the opinion of the Tree Pioneers consultant and the Tree Pioneers fee is in no way conditional upon the reporting of a specified value, a stipulated result, the occurrence of a subsequent event, nor upon any finding to be reported.

8. Sketches, diagrams, graphs and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural drawings, reports or surveys.

9. Unless expressed otherwise: 1) Information contained in this report covers only those items that were covered in the project brief or that were examined during the assessment and reflect the condition of those items at the time of inspection; and 2) The inspection is limited to visual examination of accessible components without dissection, excavation or probing unless otherwise stipulated.

10. There is no warranty or guarantee, expressed or implied by Tree Pioneers, that the problems or deficiencies of the plants or site in question may not arise in the future.

11. All instructions (verbal or written) that define the scope of the report have been included in the report and all documents and other materials that the Tree Pioneers consultant has been instructed to consider or to take into account in preparing this report have been included or listed within the report.

12. To the writer's knowledge all facts, matter and all assumptions upon which the report proceeds have been stated within the body of the report and all opinion contained within the report have been fully researched and referenced and any such opinion not duly researched is based upon the writers experience and observation.

era PLANNING & ENVIRONMENT

Northern Midlands Flood Prone Areas Mapping

Planning scheme amendment

Supporting planning report | 6 March 2024

ERA Planning and Environment acknowledge *palawa* as the Traditional Owners of *lutruwita* (Tasmania).

They are the original custodians of our land, sky and waters. We respect their unique ability to care for country and deep spiritual connection to it.

We honour and pay our respect to Elders past and present, whose knowledge and wisdom has and will ensure the continuation of culture and traditional practices.

We acknowledge that their sovereignty has never been ceded.

Always was, always will be.

ERA Planning Pty Ltd trading as ERA Planning and Environment

ABN 67 141 991 004

Job Number: 2223-033

Document Status

Document Version	Date	Author	Reviewer
Draft	15 January 2024	Sarah Silva/Claire Watt	Emma Riley
Draft for client review	18 January 2024	Sarah Silva	Client
FINAL	6 March 2024		

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PLANNING
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Contents

1 Introduction

1.1 Purpose of the report

ERA Planning and Environment (ERA) has been engaged by Northern Midlands Council (Council) to prepare an amendment to the Local Provisions Schedule (LPS) of the *Tasmanian Planning Scheme – Northern Midlands* pursuant to Section 40D[1] of the *Land Use Planning and Approvals Act 1993* (LUPA Act).

The amendment is to update the relevant flood-prone hazard area overlay maps under the LPS for land at Campbell Town, Ross and Perth. The extent of the mapping to be updated for each location is described in Section 3.2. The updates are required to ensure the overlay maps reflect the latest 1% AEP plus climate change scenario flood mapping available to Council for these areas. In West Perth, the overlay maps consider planned culvert upgrades that are to be completed by 2028/2029; further details are provided in section 3.2.3 of this report.

This report forms the basis of the application and has been prepared considering the provisions of the planning scheme, the relevant requirements of the LUPA Act and other relevant strategic documents.

1.2 Enquiries

Enquiries relating to this request can be directed to:

Sarah Silva
Senior Planner
ERA Planning and Environment
L1, 125a Elizabeth Street HOBART TAS 7000
Phone: 03 6165 0443
Email: sarah@eraplanning.com.au

1.3 Planning scheme

The applicable planning scheme is the *Tasmanian Planning Scheme – Northern Midlands* (LPS).

[1] Northern Midlands Council as Planning Authority is of its own motion preparing a draft amendment to the LPS.

2 The Amendment

2.1 Description of the amendment

The LPS amendment is to replace the relevant flood-prone hazard area overlay maps under the LPS for land at Campbell Town and Ross to ensure they accurately reflect the latest flood mapping that has been undertaken by Council; there may be some overlap of the existing LPS flood maps for Campbell Town and Ross. In regard to West Perth, the existing flood mapping overlay of the LPS will stay the same although the amendment is to include additional flood mapping that takes into account topographical and development changes over time for this subject area including earthworks for new subdivisions, installation of a second dam, new highway construction, the installation of a sedimentation basin and bioretention pond, creek realignment, widening and tree removal and planned culvert upgrades (more detail around the planned culvert upgrades is provided in section 3.2.3 of this report).

While overlay maps are contained in the LISTmap link (zone and overlay maps) in the LPS section of the Tasmanian Planning Scheme, for the purposes of this report and public exhibition following certification the proposed LPS flood prone area overlay maps are represented at Appendix A.

The amendment will ensure that the latest flood mapping is made publicly available to provide clarity and transparency of known flood risks in the area. It is noted that the proposed overlay maps align with the existing LPS mapped areas to best capture each township extent.

The mechanism for this will be to replace the relevant Flood-Prone Hazard Area maps for land at Perth, Campbell Town and Ross in the Overlay Map – Codes of the LPS only. The updated overlay mapping will be made publicly available via LISTmap (www.thelist.tas.gov.au). Refer to the analysis maps at Figure 1, Figure 2, Figure 3 below, which clearly highlights the additional areas that will be affected by the revised overlay for each area.

Updated flood overlay
(1% AEP + climate change)

TASMANIAN PLANNING SCHEME OVERLAY

Existing flood-prone areas

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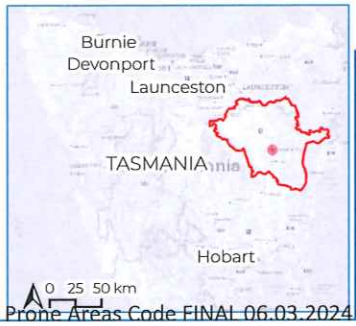
Flood Mapping - Northern Midlands

Figure 1
Updated flood prone areas around Perth

Updated flood overlay
(1% AEP + climate change)

TASMANIAN PLANNING SCHEME OVERLAY

Existing flood-prone areas



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Flood Mapping - Northern Midlands

Figure 2
Updated flood prone areas around Campbell Town

Updated flood overlay
(1% AEP + climate change)

TASMANIAN PLANNING SCHEME OVERLAY

Existing flood-prone areas

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Flood Mapping - Northern Midlands

Figure 3
Updated flood prone areas around Ross

No further changes are proposed to the content of the planning scheme. The new overlay maps are represented at Appendix A.

The proposed Flood-Prone Hazard Area maps incorporate the 1% AEP plus climate change flood mapping scenario for Campbell Town and Ross. The mapping for Perth reflects the 1% AEP plus climate change scenario after the planned culvert upgrade works are completed. As previously outlined, it was determined to reflect the scenario post-culvert upgrades as this will most accurately reflect the future flooding scenario for the area. The mapping can be reviewed and updated (as required) post-construction to ensure the mapping reflects the final outcome. Refer to Section 3.2.3 for more detail.

2.2 Purpose of the amendment

The purpose of the LPS amendment to update the relevant flood-prone hazard area overlay maps under the planning scheme for land at Campbell Town, Ross and Perth so they accurately reflect the latest flood scenario mapping that has been undertaken by Council. The amendment will facilitate transparency by allowing the mapping to be made publicly available via ListMAP and ensure it can be considered in planning assessments.

The amendment is to incorporate the mapping for the 1% AEP plus climate change scenario into the flood-prone area overlay maps under the LPS for the three areas shown, as shown in Figure 1, Figure 2, Figure 3. A modified approach is proposed for the flood mapping for West Perth to reflect the result of upcoming culvert upgrade works planned for the Sheepwash Creek area. Refer to Section 3.2.3 for more detail.

2.3 Guidelines for the flood-prone hazard areas overlay

Under the State Planning Provisions, the Flood-Prone Hazard Areas Code is applied by reference to a flood-prone hazard area overlay.

As noted in the Commission's LPS Guideline No. 1, there is currently no state-wide mapping of land potentially susceptible to flooding risks to guide the application of the overlay. Guideline No. 1 therefore provides the following guidance for applying the Flood-Prone Area overlay:

> *FPHAZ 1 The flood-prone hazard area overlay should be applied to areas known to be prone to flooding, particularly areas known to be within the 1 per cent annual exceedance probability (AEP) level.*
>
> *FPHAZ 2 In determining the extent of the flood-prone hazard area overlay, planning authorities may utilise their own data, including any equivalent overlay contained in an interim planning scheme or section 29 planning scheme for that municipal area, or data from other sources.*

The proposed approach is to use the 1% AEP plus climate change scenario which will exceed the requirement in FPHAZ 1 but is in accordance with FPHAZ 2. This is consistent with the approach other Councils have taken when updating the flooding overlays including Glenorchy City Council and Clarence City Council. This is also consistent with section 1.0.2 of the draft Tasmanian Planning Policies which include discussion on the benefits of using land use planning as a mechanism to support measures that help address the causes and impacts of climate change, including localised flooding.

2.4 Title information

The proposal relates to land at each of the three townships detailed in Table 1 to Table 3 below. As this request to amend the overlay in the LPS is made on behalf of Northern Midlands Council under section 40D(b) of the LUPA Act, it is understood that the requirement for written permission of each owner of the land under 37(3) of the LUPA Act does not apply.

Table 1: Title information –Perth

Address	Title reference
5 Eskleigh Rd	100682/3
1-13 Cromwell St	128769/1
78 Drummond St	128769/3
1 Cemetery Rd	130836/1
1 Thames Ct	164089/6
14 Edward St	164089/7
Lot 1, Drummond St	173776/1
Lot 1, Drummond St	173778/1
1 Effra Ct	174377/1
10 Effra Ct	174377/10
Lot 16, Edward St	174377/16
2 Effra Ct	174377/2
Edward St	174377/200
Edward St	174377/202
3 Effra Ct	174377/3
4 Effra Ct	174377/4
5 Effra Ct	174377/5
6 Effra Ct	174377/6
7 Effra Ct	174377/7
1A Cemetery Rd	174676/1
5 Eskleigh Rd	177503/1
36 Youl Rd	178888/10
Lot 3, Youl Rd	178888/3
50 Youl Rd	178888/8
Lot 4, Youl Rd	178888/4
Lot 4, Youl Rd	178888/5
40 Youl Rd	178888/9
Lot 1, Phillip St	179011/1
Lot 6, Edward St	179011/6
62 Youl Rd	179011/7
32 Youl Rd	179586/11
Lot 2, Phillip St	179586/2
U 2/9 Effra Ct	180046/2
U 3/9 Effra Ct	180046/3
U 1/8 Effra Ct	180624/1
U 2/8 Effra Ct	180624/2

Address	Title reference
30 Phillip St	18082/1
12 Norfolk St	181698/1
14 Norfolk St	181698/2
16 Norfolk St	181698/3
18 Norfolk St	181698/4
20 Norfolk St	181698/5
22 Norfolk St	181698/6
24 Norfolk St	181698/7
26 Norfolk St	181698/8
10 Norfolk St	181698/9
38 Phillip St	23463/1
61 Cromwell St	32733/6
69 Cromwell St	43986/1
67 Cromwell St	43986/2
58 Youl Rd	81254/1
	173779/1
	173779/3
	171216/12
	173779/2
	19766/1
	32733/8
19 Phillip St	183268/2
	164089/100
36 Norfolk St	180498/3
34 Norfolk Street	180498/2
	139741/1
	173775/9

Table 2: Title information – Campbell Town

Address	Title reference
132 High St	100683/1
84 Montagu St	100860/1
63 Montagu St	101378/1
63 Montagu St	101379/1
2 Forster St	103197/1
Cottage	103889/1
37 Forster St	104403/1
42-56 Franklin St	106562/1
22 Bedford St	109820/1
1 Franklin St	113800/1
21 Queen St	115822/1
Queen St	115822/2
27 King St	115822/3
8 Esp	122432/2
147-149 High St	123902/1
147-149 High St	123902/2
138-144 High St	124266/1
8 Forster St	125737/1
3 Edgar St	126870/9
Lake Leake Rd	131843/1
10 Forster St	133571/1
6 Forster St	137885/1
29 Forster St	146369/1
Harrison St	149366/1
215 High St	150058/6
215 High St	150058/7
33-47 Torlesse St	152087/1
Hamilton St	152396/1
2 Bedford St	153636/1
12-20 Franklin St	153636/2
1 Forster St	153636/3
Franklin St	153636/4
29 Montagu St	155412/1
24 King St	155638/1
2-6 Franklin St	155639/1

Address	Title reference
154 High St	156972/1
154 High St	156972/2
Harrison St	157080/1
Harrison St	157080/1
127 High St	16020/4
11 Franklin St	165615/1
13 Franklin St	165615/2
2 Nicolson Ct	165615/3
Harrison St	165955/1
150 West St	166007/1
148 High St	17134/1
139 High St	17302/2
139-141 High St	17302/2
141 High St	17302/3
139-141 High St	17302/3
3 Franklin St	18625/1
146 High St	18744/1
5 Forster St	19364/1
25 Bedford St	19643/1
27 Bedford St	19643/2
29 Bedford St	19643/3
31 Bedford St	19643/4
33 Bedford St	19643/5
35 Bedford St	19643/6
150 High St	19728/1
156 Bridge St	20018/3
29 Forster St	203385/1
74 Montagu St	206553/1
51 Torlesse St	209763/1
Lot8/10 Torlesse St	210172/1
Lot8/10 Torlesse St	210261/1
141 High St	213654/4
98 Montagu St	214534/10
5 King St	215045/1
Harrison St	21615/7
162 Bridge St	216880/1

Address	Title reference
51 King St	221554/1
138-144 High St	222491/1
1 Franklin St	22406/1
137 High St	224237/1
9 Harrison St	228150/1
76 Montagu St	230838/1
Harrison St	234046/1
Torlesse St	240222/1
37 Forster St	243138/1
35 Bedford St	243740/1
35 Bedford St	243741/3
35 Bedford St	243742/4
3 Forster St	25166/1
147-149 High St	251837/1
55 Montagu St	28006/1
53 Montagu St	28006/2
Simpson St	29149/1
7 Franklin St	29158/11
145 High St	29317/1
145 High St	29317/2
24 Bedford St	30540/1
57 Montagu St	30755/1
1 Bedford St	37297/2
1 Edgar St	41721/8
24 Franklin St	45555/1
6 Esplanade	47297/1
4 Forster St	48014/1
Harrison St	48588/1
Harrison St	48588/2
5 Franklin St	52973/10
6 Esplanade	63193/1
8 Franklin St	6695/1
58-70 Franklin St	70323/1
160 Bridge St	71244/1
4-6 Edgar St	73779/1
4-6 Edgar St	73779/2

Address	Title reference
4-6 Edgar St	73779/3
4-6 Edgar St	73779/4
2a King St	7802/6
76 Montagu St	79005/7
151 High St	79005/8
'Merton Vale' 16 Broad St	182750/1
6 Simpson St	182699/10
134-136 High St	No title, PID: 6202447
161 Bridge St	No title, PID: 6200708
Bedford St	No title, PID: 6201495

Table 3: Title information – Ross

Address	Title reference
Stony Gly Rd	103190/1
40 Bond St	104318/1
40 Bond St	104318/2
40 Bond St	104318/3
40 Bond St	104318/4
5 Bond St	10556/2
Lot 1, Esp	11172/1
16 The Boulevards	115639/1
Bond St	115863/1
Bond St	115863/2
Bond St	115863/3
Bond St	115863/4
Bond St	115863/5
Bond St	115864/1
Bond St	115864/2
Bond St	115864/4
2 Badajos St	120518/1
50 Roseneath Rd	120873/1
Bridge St	120873/2
50 Roseneath Rd	121207/1
54 Chiswick Rd	125055/1
2 High St	126969/1

Address	Title reference
High St	126969/2
30 Church St	127222/1
7a Bond St	132554/2
22 Church St	13283/1
18 Church St	136196/1
1 Badajos St	137819/1
2 Church St	137819/2
32-34 Church St	139522/1
11 Waterloo St	141585/1
13 Waterloo St	141585/2
15 Waterloo St	141585/3
2 Park St	144270/1
10 Bridge St	144302/1
The Boulevards	148121/1
The Esp C/park	149299/1
19 Badajos St	150108/2
21 Badajos St	150108/3
21A Badajos St	150108/4
2-2A Bridge St	153400/1
2-2A Bridge St	153400/2
6-8 Bridge St	153988/1
Badajos St	154118/1
10 Tasman St	155531/1
10 Tasman St	155531/2
38 Badajos St	155640/1
30 Tasman St	162679/1
35 Badajos St	162679/2
37 Badajos St	162679/3
54 Church St	172381/1
9 Bond St	172700/1
9A Bond St	172700/2
109 Auburn Rd	173855/1
14 Church St	19261/1
6 Waterloo St	20289/13
The Esp C/park	21682/1
The Esp C/park	21682/2

Address	Title reference
6 New St	222383/5
1 Bond St	223579/1
4 New St	223645/4
2 New St	226531/1
3 Park St	228849/5
39 Badajos St	230046/1
26 Church St	238554/1
20 Church St	239613/1
1 New St	240674/7
1 Fitzroy St	248998/1
1 Fitzroy St	248998/3
29 Badajos St	27610/1
16-20 Tasman St	28134/1
31 Badajos St	28932/1
16 Church St	31037/1
50 Roseneath Rd	38460/6
Stony Gully Rd	39469/1
24 Church St	44742/1
24 Church St	44742/2
12 Park St	49582/1
12 Park St	49582/2
40 Bond St	5/7732 historic title - replaced by 104318/1-4
8 Tasman St	50431/3
8 Church St	52751/1
8 Church St	52751/2
38 Church St	53388/1
3 Bridge St	59645/1
5 Tasman St	77416/1
14 The Boulevards	77416/2
28a Church St	185037/2
43 Church St	163413/1
41 Church St/1a Portugal St	163413/2
2 Portugal St	No title PID: 6831462
Bond St	No title PID: 6830128
Lot 1 Midland Hwy	174096/1

Address	Title reference
6 Park St	184223/1
6a Park St	184223/2
8 Park St	184223/3
8a Park St	184223/4
10 Park St	184223/5
19 High St	184223/7
21 High St	184223/6
4 Bridge St	181167/1
Tooms Lake Rd	248824/1
	172380/1
50 Roseneath Rd	38460/5
	No title PID: 6830945

3 Background

3.1 Current flood prone hazard areas overlays

The figures below show the existing flood prone hazard area overlay maps under the planning scheme that apply to land in Perth (Figure 4), Campbell Town (Figure 5), and Ross (Figure 6).

Water Body

Watercourse

TASMANIAN PLANNING SCHEME OVERLAY

Existing Flood-prone areas

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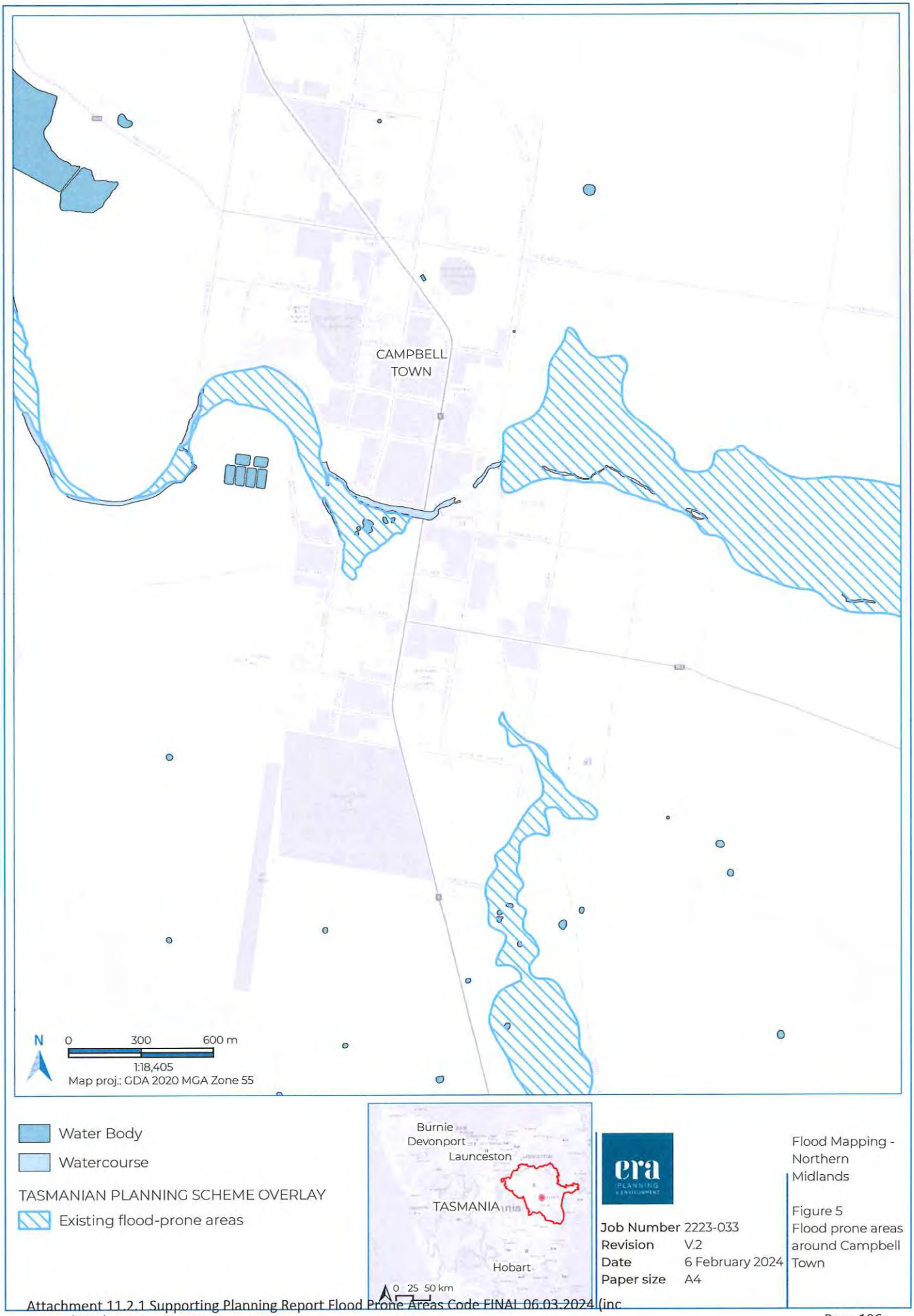
Flood Mapping - Northern Midlands

Figure 4
Flood prone areas around Perth



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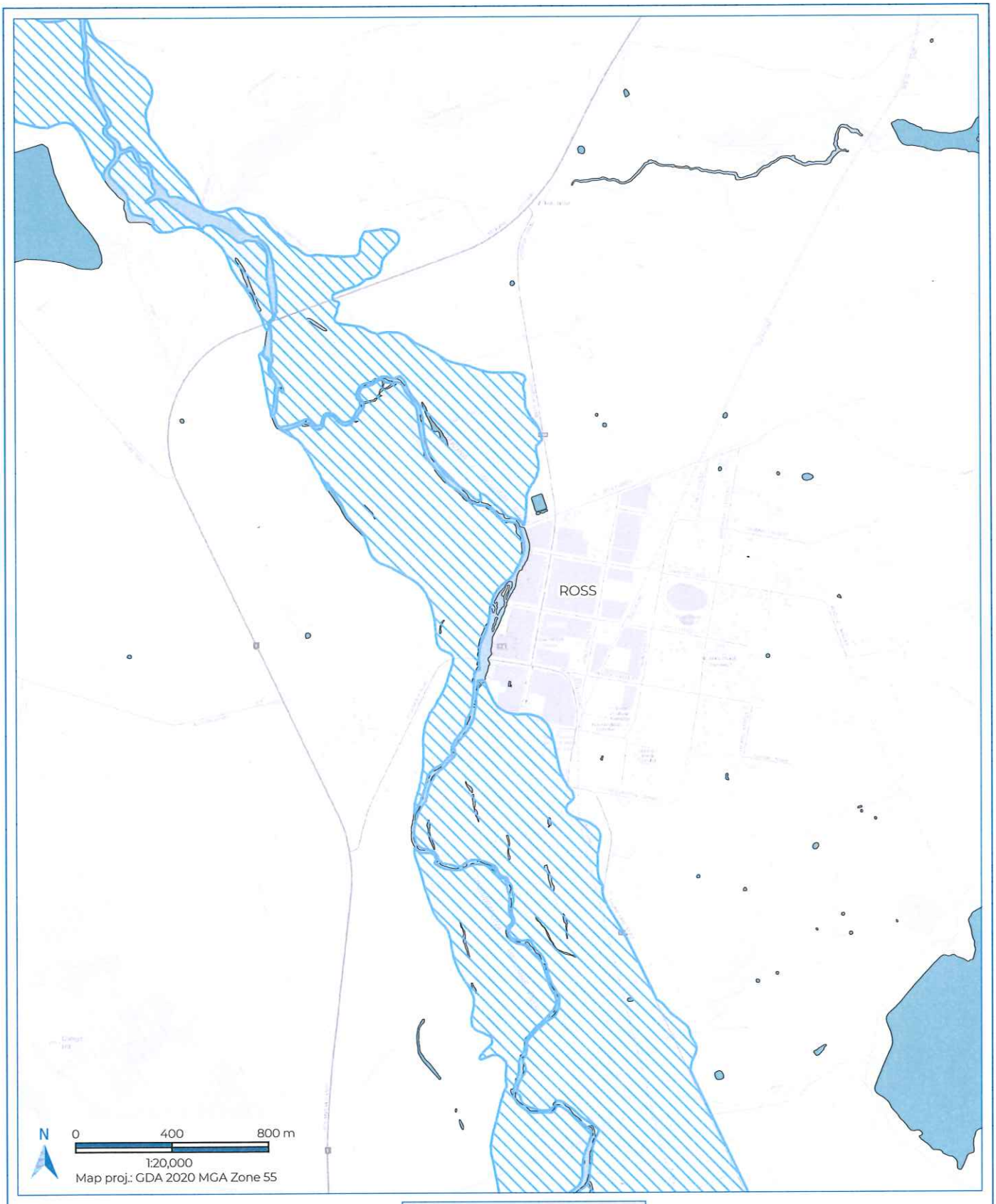
Flood Mapping - Northern Midlands

Figure 5
Flood prone areas around Campbell Town

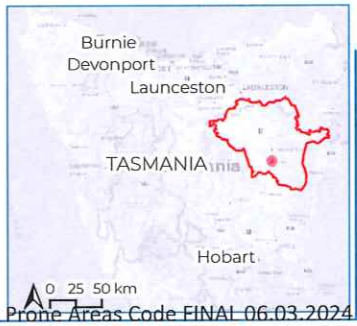


Water Body

Watercourse

TASMANIAN PLANNING SCHEME OVERLAY

Existing flood-prone areas



Job Number	2223-033
Revision	V.2
Date	6 February 2024
Paper size	A4

Flood Mapping - Northern Midlands

Figure 6
Flood prone areas around Ross

3.2 Flood studies

Council commissioned updated flood studies for Campbell Town, Ross and West Perth to better assess potential future flood scenarios affecting these areas. The flood modelling and maps for Campbell Town and Ross which were prepared by Entura in 2020 (Appendix B) and Hydrodynamica in 2022 (Appendix C). Council also commissioned a flood study for the Sheepwash Creek area of West Perth which was prepared by Hydrodynamica and finalised in 2023 (Appendix D).

An overview of the studies undertaken for each area is provided below.

3.2.1 Campbell Town and Ross

Hydrological flood modelling was prepared by Entura in 2020 that reviewed available hydrometric data in the Macquarie River and Elizabeth River catchments (Appendix B). Flood maps for Campbell Town and Ross prepared by Hydrodynamica in 2022 were generated based on the flood hydrographs initially prepared by Entura (Appendix B).

The study area for the flood analysis conducted by Entura incorporates two main rivers: the Macquarie River, which flows north through Ross; and its tributary the Elizabeth River, which flows west through Campbell Town. There are two key lakes in the study area, Lake Leake and Tooms Lake. The report notes that other dams and lakes in the catchment were not expected to impact results of the study significantly and were not considered further.

The Hydrodynamica map for Campbell Town is shown in Appendix C and provided in full page format at Appendix C. The map shows the 5% AEP, 2% AEP 1% AEP and 1% AEP plus climate change scenarios. An AEP or annual exceedance probability is the probability on average that a given flood height will be equalled or exceeded in any one year. The mapping indicates that flooding map extend east to west along the boundary of Elizabeth River as well as along the watercourse running south to north to the east to the east of the Midland Highway. The Hydrodynamica map for Campbell Town shown in Figure 7 is used as the basis for the new overlay mapping.

Figure 7 Campbell Town Flood Map prepared by Hydrodynamica (full image at Appendix C).

3.2.2 Ross flood mapping

As noted above, Hydrodynamica developed flood maps for Ross and Campbell Town for Council in 2022 which were based on hydrological modelling prepared by Entura in 2020. The Hydrodynamica map for Ross is shown in Figure 8 and provided in full page format at Appendix C.

The map shows the 5% AEP, 2% AEP 1% AEP and 1% AEP plus climate change scenarios. The report notes that flooding at Ross may be impacted by backwatering from the Macquarie River downstream of Ross. The design rainfalls developed therefore use the catchment area of Ross including the downstream pickup. The mapping indicates extensive flooding, particularly to the west of Macquarie River, but also some flooding to the east of the river that will affect the township, such as the southern end of Church Street. This includes flooding extending along Downs Creek at the north-eastern end of the town and Tacky Creek further to the north.

It is proposed to use the 1% AEP plus climate change mapping prepared by Hydrodynamica for Ross as the basis of the flood overlay. It is noted that the proposed overlay map aligns with the existing LPS mapped areas to best capture township extent.

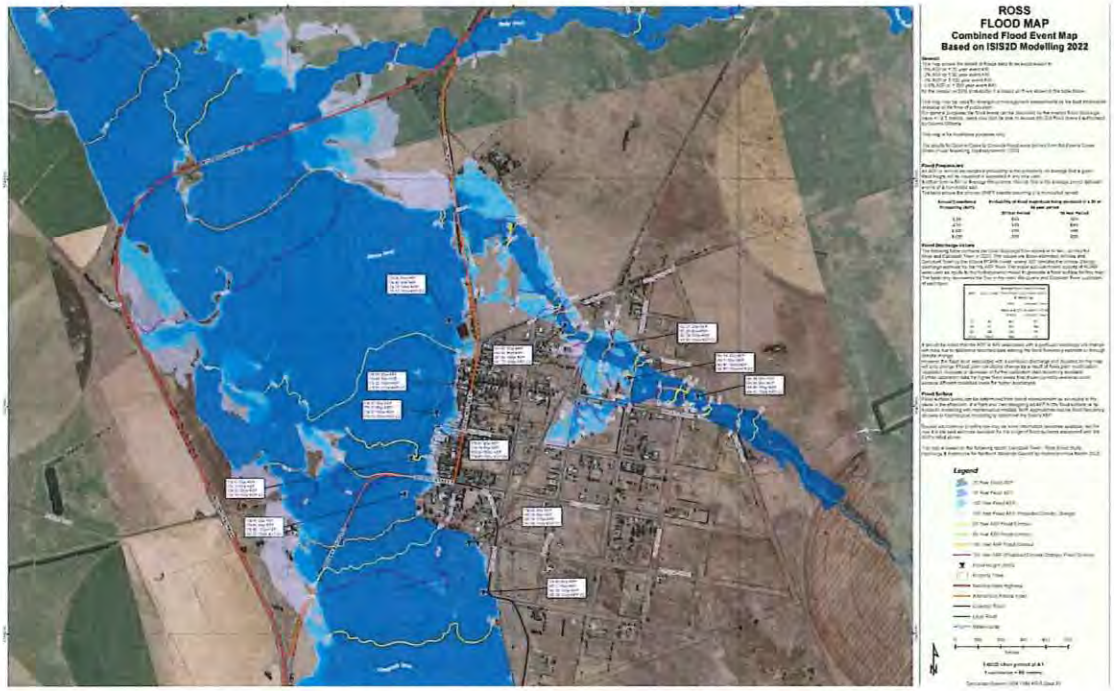


Figure 8 Ross Flood Map prepared by Hydrodynamica (full image at Appendix C)

3.2.3 West Perth

Council commissioned Hydrodynamica to undertake flood mapping of the Sheepwash Creek and West Perth Flood Plain in 2016. The study area incorporated the area between the farm dam on the McKinnon property downstream to Drummond Street via Sheepwash Creek, including the developed area bounded by Cromwell Street and Youl Road. This was the first study conducted for the area and included flood frequency estimates, impacts of climate change on rainfall intensity and a dam break analysis for McKinnon's Dam which is located to the north of the study area. Figure 9 shows the dam catchment area for McKinnon's Dam.

Figure 9 West Perth study catchment boundary, Hydrodynamica 2016.

Hydrodynamica was later commissioned to prepare updated flood report and mapping for the Sheepwash Creek area at West Perth to take into account topographical and development changes, such as earthworks for new subdivisions, installation of a second dam, new highway construction, the installation of a sedimentation basin and bioretention pond, creek realignment and widening and tree removal. The modelling also reflected revised rainfall estimates made available through Australian Rainfall & Runoff 2019 (ARR2019) and the Bureau of Meteorology. The study generated flood mapping for the 1% AEP and 1% AEP plus climate change scenarios. The latest Hydrodynamica study (June 2023) is provided at Appendix D.

In addition, the Northern Midlands Stormwater System Management Plan and 10-Year Capital Works Program adopted by Council in April 2023 includes a number of culvert upgrades in the Sheepwash Creek area that are estimated to be completed by 2028/29. Additional modelling was undertaken by Hydrodynamica in 2023 to reflect the 1% AEP plus climate change flood scenario with the proposed culvert upgrades. planned for 2028/2029. Once the culvert works have been completed, the works will result in an improved 1% AEP flood scenario for some areas of land south of Arthur Street, that will achieve a very similar flood footprint in a climate change scenario to the current 1% AEP reflected in existing LPS overlay map as represented in Figure 10. The Hydrodynamica map for West Perth is used as the basis for the overlay mapping prepared for this LPS amendment.

Figure 10 West Perth Flood Map prepared by Hydrodynamica (full image at Appendix D)

4 Assessment of amendment

4.1 LUPA Act Requirements

ERA are preparing this LPS amendment on behalf of Northern Midlands Council as Planning Authority. It is therefore being prepared in accordance with section 40D(b) of the LUPA Act

As Council will prepare and initiate the LPS amendment of its own written permission of each owner of the land as required under 37(3) of the LUPA Act is not applicable.

Section 34(2) of the LUPA Act is relevant for a planning scheme amendment as it stipulates the assessment criteria to be met. The criteria are that the LPS amendment:

(a) contains all the provisions that the SPPs specify must be contained in an LPS; and

(b) is in accordance with section 32 ; and

(c) furthers the objectives set out in Schedule 1 ; and

(d) is consistent with each State policy; and

(da)satisfies the relevant criteria in relation to the TPPs; and

(e) as far as practicable, is consistent with the regional land use strategy, if any, for the regional area in which is situated the land to which the relevant planning instrument relates; and

(f) has regard to the strategic plan, prepared under section 66 of the Local Government Act 1993, that applies in relation to the land to which the relevant planning instrument relates; and

(g) as far as practicable, is consistent with and co-ordinated with any LPSs that apply to municipal areas that are adjacent to the municipal area to which the relevant planning instrument relates; and

(h) has regard to the safety requirements set out in the standards prescribed under the Gas Safety Act 2019 .

The following sections address the matters that are covered by the above-mentioned legislative requirements.

4.2 Assessment against Section 34(2)(a)

Section 34(2)(a) requires that the amendment results in a planning scheme instrument that contains all the provisions that the State Planning Provisions (SPPs) specify must be contained in an LPS.

The LPS amendment will not override the existing provisions in the LPS that are specified by the SPPs. It is also in accordance with the Commission's Guideline No. 1 for LPS zone and code application. This criterion is satisfied.

4.3 Assessment against Section 34(2)(b)

Section 34(2)(b) requires that the amendment is in accordance with Section 32, which prescribes the content requirements for LPSs.

Section 32(2)(c) requires that an LPS:

> *must contain a map, **an overlay,** a list, or another provision, that provides for the spatial application of the SPPs to land, if required to do so by the SPPs.*

In addition, under Section 32(2)(e), an LPS:

> *may contain a map, **an overlay,** a list, or another provision, that provides for the spatial application of the SPPs to particular land.*

The C12.0 Flood-Prone Areas Hazard Code under the SPPs applies to development of land within a flood-prone hazard area (C12.2.1). A flood-prone hazard area is defined under clause C12.3 of the code as:

> *means land:*

(a) shown on an overlay map in the relevant Local Provisions Schedule, as within a flood-prone hazard area; or

(b) identified in a report for the purposes of C12.2.3.

In accordance with the code, the LPS provides overlay mapping for flood-prone hazard areas in the Northern Midlands as part of the Overlay Map – Codes in the LPS. The LPS amendment is consistent with the existing approach and will replace the overlay maps for Campbell Town, Ross and Perth with updated flood-prone hazard area maps. This request will not override the existing structure of the LPS and is consistent with the requirements of Section 32. This criterion is satisfied.

4.4 Assessment against Section 34(2)(c)

Section 34(2)(c) requires that the amendment furthers the objectives of the Resource Management and Planning System of Tasmania (RMPS) set out in Schedule 1 of the LUPA Act . An assessment of the LPS amendment against these objectives is provided in Table 4 below.

Table 4: Assessment against the objectives of RMPS

Part 1 Objective	Response
(a) to promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity	The LPS amendment is to replace the relevant flood-prone hazard area overlay maps for Campbell Town, Ross and Perth with updated overlay maps that reflect new modelling of the 1% AEP plus climate change flood scenario in these townships. The LPS amendment does not relate to a new use or development of the land in the subject area. The LPS amendment will promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity by ensuring that the latest modelling is incorporated in the flood-prone hazard area overlay mapping for the LPS. It will ensure the updated mapping is publicly available and that future use and development within the overlay is assessed and managed in accordance with the C12.0 Flood-Prone Hazard Areas Code and other provisions of the *TPS – Northern Midlands* as required. This will result in improved outcomes for the sustainable development of land within the affected areas. The approach to updating the overlay maps is consistent with the provisions of the SPPs and the Commission's Guideline No. 1 for LPS zone and code application. This criterion is satisfied.
(b) to provide for the fair, orderly and sustainable use and development of air, land and water	The LPS amendment will ensure that the latest 1% AEP plus climate change flooding scenarios for Campbell Town, Ross and Perth are incorporated in the flood-prone hazard area overlay mapping for the LPS. This will provide for fair and transparent publicly available access to the latest mapping of flood hazard scenarios in affected areas. It will also ensure the fair, orderly and sustainable use and development of air, land and water by ensuring future use and development within the overlay is assessed and managed in accordance with the provisions of the *TPS – Northern Midlands*. The approach to updating the overlay maps is consistent with the provisions of the SPPs and the Commission's Guideline No. 1 for LPS zone and code application. This criterion is satisfied.
(c) to encourage public involvement in resource management and planning	As noted in the response to (b) above, the amendment will provide for publicly available access to the latest mapping of flood hazard scenarios in affected areas. This will provide fair and transparent public access to information and encourage public involvement in resource management and planning. This criterion is satisfied.
(d) to facilitate economic development in accordance with the objectives set out in paragraphs (a), (b) and (c)	As noted in the responses to (a),(b) and (c) above, the amendment will ensure the relevant flood-prone hazard area overlay maps for Campbell Town, Ross and Perth are updated to provide accurate and publicly available information to support the sustainable development of natural and physical resources and ensure that ensure that future use and development within the overlay is appropriately assessed and managed in accordance with the provisions of the *TPS – Northern Midlands*. This will facilitate future economic development in the three townships that is in accordance with the objectives set out in (a), (b) and (c) and the provisions of the *TPS – Northern Midlands*. This criterion is satisfied.

(e) to promote the sharing of responsibility for resource management and planning between the different spheres of Government, the community and industry in the State	The amendment will ensure that the latest modelling is incorporated in the flood-prone hazard area overlay mapping for the LPS. This will ensure transparency of information across the different spheres of Government, the community and industry in the State and facilitate and promote open engagement and the sharing of responsibility for resource management and planning across each stakeholder group. This criterion is satisfied.
Part 2 Objective	**Response**
(a) to require sound strategic planning and co-ordinated action by State and local government	The amendment implements sound strategic planning that has been undertaken for the region and each municipality. The Northern Midlands Council commissioned updated flood modelling for Campbell Town, Ross and Perth in order to obtain more accurate data on the flood hazard scenarios in these townships. The process identified scenarios including the 1% AEP and 1% AEP plus climate change flooding scenarios. Through this LPS amendment, Council is proposing to incorporate the 1% AEP plus climate change flooding scenario as it is considered the best practice approach to identifying future flooding risks. This exceeds the requirements of the Commission's Guideline No. 1 for LPS zone and code application. The modelling will ensure transparency of information and assist coordinated action by local and State government on flood hazard mitigation policies in the townships. It will ensure future use and development within the overlay is assessed and managed in accordance with the provisions of the *TPS – Northern Midlands*. This criterion is satisfied.
(b) to establish a system of planning instruments to be the principal way of setting objectives, policies and controls for the use, development and protection of land	The LPS amendment is in accordance with the system of planning instruments in Tasmania. The *TPS – Northern Midlands* is the endorsed planning scheme in operation for the Northern Midlands. It provides overlay mapping for flood-prone hazard areas which is contained in the Overlay Map – Codes section of the LPS. The flood hazard area overlap mapping is applied in accordance with the C12.0 Flood-Prone Hazard Areas Code and other provisions of the planning scheme. The periodic updating of overlay maps is an expected and routine part of the ongoing administration of local provisions schedules under the Tasmanian Planning Scheme. The LPS amendment is consistent with the existing approach and will replace the overlay maps for Campbell Town, Ross and Perth with updated flood-prone hazard area maps. This request will not override the existing structure of the *TPS – Northern Midlands* (including the SPPs and LPS). This criterion is satisfied.
(c) to ensure that the effects on the environment are considered and provide for explicit consideration of social and economic effects when decisions are made about the use and development of land	As noted in the response above, the LPS amendment will ensure the latest flood modelling for the three townships is incorporated in the relevant flood-prone hazard area overlay maps for the LPS. This will provide transparency and ensure the fair, orderly and sustainable use and development of air, land and water by ensuring future use and development within the overlay is assessed and managed in accordance with the provisions of the *TPS – Northern Midlands*. The planning scheme ensures that the effects on the environment are considered and incorporates the consideration of social and economic effects when decisions are made about the use and development of land. This criterion is satisfied.
(d) to require land use and development planning and policy to be easily integrated with environmental, social, economic, conservation and resource management policies at State, regional and municipal levels	The LPS amendment does not affect the attainment of this objective.
(e) to provide for the consolidation of approvals for land use or development and related matters, and to co-ordinate planning approvals with related approvals	The LPS amendment does not affect the attainment of this objective.
(f) to promote the health and wellbeing of all Tasmanians and visitors to Tasmania by ensuring a pleasant, efficient and safe environment for working, living and recreation	The LPS amendment will support the provision of a pleasant, efficient and safe environment by ensuring that future use and development within the flood-prone hazard area overlay in the three township areas is assessed and managed in accordance with the provisions of the *TPS – Northern Midlands*. This criterion is satisfied.

(g) to conserve those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value	The LPS amendment will support this objective by ensuring that the latest mapping of the 1% AEP plus climate change flood scenario for each township is publicly available and can be taken into account, including for the management of buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value. It will support the operation of the planning scheme and ensure that future use and development within the overlay is assessed and managed in accordance with the *TPS – Northern Midlands*. This criterion is satisfied.
(h) to protect public infrastructure and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community.	The LPS amendment will support this objective by ensuring that future use and development within the flood-prone hazard area overlay, including for the provision and co-ordination of public utilities, is assessed and managed in accordance with the *TPS – Northern Midlands*. This criterion is satisfied.
(i) to provide a planning framework which fully considers land capability.	The LPS amendment does not affect the attainment of this objective.

This criterion is satisfied as outlined in Table 4 above.

4.5 Assessment against Section 34(2)(d)

Section 34(2)(d) requires that the amendment be consistent with each State Policy. There are currently three state policies operational in Tasmania that articulate the government's strategic policy direction in relation to the protection of agricultural land, water quality management and coastal areas. The relevance of these policies to the LPS amendment are addressed below.

4.5.1 State Policy on the Protection of Agricultural Land 2009

The purpose of this policy is to conserve and protect agricultural land so that it remains available for the sustainable development of agriculture, recognising the particular importance of prime agricultural land.

The LPS amendment does not affect the attainment of this policy and will not result in the conversion of prime agricultural land to non-agricultural uses or confine or restrain the use of the land for agricultural purposes. Agricultural land use will continue unaffected by the LPS amendment on land where it currently occurs, with the benefit of additional awareness of future flooding risk that may occur on their land that would affect land management practices.

4.5.2 State Policy on Water Quality Management 1997

The purpose of this policy is to achieve the sustainable management of Tasmania's surface water and groundwater resources by protecting or enhancing their qualities while allowing for sustainable development. The policy provides a framework for the development of ambient water quality objectives and the management and regulation of point and diffuse sources of emissions to surface waters (including coastal waters) and groundwater.

The LPS amendment will improve transparency and ensure that future use and development within the overlay is assessed and managed in accordance with the C12.0 Flood-Prone Hazard Areas Code and other provisions of the *TPS – Northern Midlands* as required. The purpose of the code is to ensure that use or development subject to risk from flood is appropriately located and managed, and to preclude development on land that will unreasonably affect flood flow or be affected by permanent or periodic flood. This is consistent with and will support the attainment of the *State Policy on Water Quality Management 1997*.

4.5.3 State Coastal Policy 1996

This policy is not relevant to the LPS amendment as the three localities are not located near the coast.

4.5.4 National Environmental Protection Measures

In addition to the three policies outlined above, National Environmental Protection Measures (NEPMs) are developed under the *National Environment Protection Council (Tasmania) Act 1995* and outline objectives and protections for aspects of the environment. Section 12A of the *State Policies and Projects Act 1993* provides NEPMs with the status of a State Policy. There are no current NEPMs considered to be relevant to the LPS amendment.

4.6 Assessment against Section 34(2)(da)

Section 34(2)(da) requires the amendment to satisfy the relevant criteria of a Tasmanian Planning Policy (TPP). Draft TPPs have been prepared by the Commission and completed public exhibition June 2023. Hearings have been scheduled for January 2024. As there are no TPPs currently in effect this item is not applicable to the LPS amendment.

4.7 Assessment against Section 34(2)(e)

Section 34(2)(e) requires the amendment, as far as practicable, to be consistent with the relevant regional land use strategy for the area. The relevant strategy is the Northern Tasmanian Regional Land Use Strategy (referred to as NTRLUS). The NTRLUS is the statutory regional plan that sets out the strategy and policy basis to facilitate and manage change, growth and development of Northern Tasmania to 2032.

The NTRLUS includes a vision statement underpinned by a suite of goals. These are complemented by an integrated set of strategic planning directions and strategies which provide the broad policy framework to guide planning for the region. These goals and strategies are supported by regional planning policies which will guide local policy development and implementation.

The LPS amendment is directly relevant to Goal 3: Sustainability which relates to promoting greater sustainability in new development and developing stronger community resilient to social and environmental change.

Key strategies under Goal 3: Sustainability directly relevant to the LPS amendment include:

> *Strategic Direction G3.1: Promote and protect the Region's unique environmental assets and values.*
>
> *b) Manage the relationship between development and impacts of natural hazards (for example salinity, land instability, acid sulfate soils, bushfire and flood potential, contamination).*
>
> *h) Preserve and protect areas of natural environmental significance, particularly:*
>
> - *Land and coastal areas sensitive to climate change, tidal and storm surges, rising sea levels and other natural hazards (including acid sulfate soils, bushfire and flooding)*
>
> *Strategic Direction G3.2: Establish planning policies to support sustainable development, address the impacts of climate change, improve energy efficiency and reduce environmental emissions and pollutants.*
>
> *a) Support good building design, reuse and recycling by:*
>
> - *Identifying known or foreseeable impacts of climate change, such as rising sea levels, flood risk and land instability, and adopting a precautionary approach to the location of new development.*
>
> *b) Continue improving environmental management (air and water) by:*
>
> - *Implementing and securing sustainable urban drainage systems such as water sensitive urban design practices.*

Key regional planning policies under NTRLUS that are directly relevant to the LPS amendment include:

> *E.7 REGIONAL ENVIRONMENT POLICY*
>
> *E.7.3 Key Environment Strategies*
>
> - *Avoid locating land designated for housing, industry, community and infrastructure services within or adjacent to areas which are vulnerable to an unacceptable level of risk, including coastal inundation, landslip, flooding or contaminated land.*
> - *Support 'early action' against climate change and advance strategic planning initiatives that identify and prioritise response to environmental issues and limit associated future costs.*
> - *Measures for climate change adaptation are to inform municipal planning schemes including technological, infrastructure, planning and regulatory measures.*
>
> *Policy: Natural Hazards*

Policy	Action
NH–P02: Future land use and development is to minimise risk to people and property resulting from flooding.	NH-A04: Include controls in planning schemes based on current best practice to manage risk to persons and property resulting from inundation.

The LPS amendment is consistent with the strategic directions above by providing up-to-date information to manage the relationship between development and impacts of natural hazards such as flooding and by identifying foreseeable impacts of climate change and incorporating these in the LPS amendment flood mapping. The proposed flood mapping for Perth also takes into account the planned upgrades to urban drainage systems (planned culvert upgrades programmed in the Northern Midlands Stormwater System Management Plan and 10-Year Capital Works Program which were adopted by Council at the 26 April 2023 Council Meeting. The works are scheduled to be undertaken over a number of years with estimated completion by 2028/29.

The LPS amendment is consistent with the relevant regional planning policies above by ensuring that flood-prone hazard area overlay mapping is updated to ensure that future development on land that may be vulnerable to flooding is appropriately assessed against the provisions of the Flood-Prone hazard Areas Code and other planning scheme requirements. The mapping also supports 'early action' against climate change by ensuring that the updated mapping incorporates the 1% AEP plus climate change flooding scenario. This will ensure that anticipated impacts of climate change are taken into account under the planning scheme.

This criterion is satisfied.

4.8 Assessment against Section 34(2)(f)

Section 34(2)(f) requires the amendment to have regard to the strategic plan, prepared under section 66 of the *Local Government Act 1993*, that applies in relation to the land to which the relevant planning instrument relates.

The relevant strategic plan for the LPS amendment is the *Northern Midlands Strategic Plan 2017 – 2027*. The LPS amendment is aligned with the People and Place Mission in the strategic plan, in particular the following strategic outcome and core strategy under the Environment sub-category:

Environment – Cherish and Sustain our Landscapes

Strategic Outcomes:

- Meet environmental challenges

Core Strategy:

- Raise awareness of climate change and seek solutions

The LPS amendment is also aligned with the delivery of the following strategic projects identified for the 2020 – 2027 period:

- Review Local Area Provisions (Strategic Planning Projects; Planning and Development Division)
- Rollout of Stormwater Management Plans (Works and Infrastructure Department)

The proposed updates to the flood-prone hazard areas overlay mapping aligns with Council's ongoing work to ensure the LPS is up-to-date and fit for purpose. As outlined in section 3.2.3 the proposed overlay mapping for West Perth has been informed by the planned Capital Works for culvert upgrades outlined in the approved Northern Midlands Stormwater System Management Plan and 10-Year Capital Works Program which were adopted by Council at the 26 April 2023 Council Meeting. The works are scheduled to be undertaken over a number of years with estimated completion by 2028/29. The LPS amendment has regard to, and is aligned with, the strategic plan. This criterion is satisfied.

4.9 Assessment against Section 34(2)(g)

Section 34(2)(g) requires the amendment to be, as far as practicable, consistent with and coordinated with any LPSs that apply to municipal areas that are adjacent to the municipal area to which the relevant planning instrument relates. The LPS amendment to replace some of the existing flood-prone hazard areas overlay maps under the *TPS - Northern Midlands*. This is an expected and routine part of the ongoing

administration of LPSs under the TPS. Other municipal area adjacent to the Northern Midlands are also operating under the TPS (Central Highlands, Southern Midlands, Glamorgan Spring Bay, Launceston, Meander Valley, Break O-Day). As previously outlined, the LPS amendment is consistent with the requirements for overlay maps under TPS and the Commission's LPS Guideline No. 1 and will therefore align with other TPS planning schemes that will be in operation for municipal areas adjacent to the Northern Midlands. This criterion is satisfied.

4.10 Assessment against Section 34(2)(h)

Section 34(2)(g) requires the amendment to have regard to the safety requirements set out in the standards prescribed under the *Gas Safety Act 2019*. This policy is not relevant to the LPS amendment.

5 Conclusion

The LPS amendment is to is to update the relevant flood-prone hazard area overlay maps under the LPS for land at Campbell Town, Ross and West Perth to ensure they accurately reflect the latest flood mapping that has been undertaken by Council. The amendment will ensure that the latest flood mapping is made publicly available to provide clarity and transparency of known flood risks in the area.

The proposed Flood-Prone Hazard Area maps incorporate the 1% AEP plus climate change flood mapping scenario for Campbell Town, Ross and Perth. A modified approach is proposed for the flood mapping for West Perth to reflect the result of upcoming culvert upgrade works planned for the Sheepwash Creek area. Once the culvert works have been completed, the works will result in an improved 1% AEP flood scenario for some areas of land south of Arthur Street, that will achieve a very similar flood footprint in a climate change scenario to the current 1% AEP. The culvert upgrade works are programmed in the Northern Midlands Stormwater System Management Plan and 10-Year Capital Works Program which were adopted by Council at the 26 April 2023 Council Meeting. The works are scheduled to be undertaken over a number of years with estimated completion by 2028/29.

No other changes are proposed to the content of the LPS.

Under the SPPs, the Flood-Prone Hazard Areas Code is applied by reference to a flood-prone hazard area overlay. The LPS amendment is to the existing flood-prone areas overlay. As noted in the Commission's LPS Guideline No. 1, there is currently no state-wide mapping of land potentially susceptible to flooding risks to guide the application of the overlay. The proposed approach is to use the 1% AEP plus climate change scenario which will exceed the requirement in FPHAZ 1. Council proposes to use the modelling prepared by undertaken recently by Entura (2020) and Hydrodynamica (2022 and 2023), in accordance with FPHAZ 2. This is consistent with the approach other Councils have taken when updating the flooding overlays including Glenorchy City Council and Clarence Council.

The LPS amendment has been assessed as meeting the relevant strategic requirements under section 34 of the LUPA Act. Based on the information provided in this report, it is submitted that there is sufficient justification to certify the draft amendment under section 40F of the the LUPA Act.

Appendix A Proposed Flood Hazard Overlay Maps

Flood-prone Hazard Areas: Sheepwash Creek

Legend

- Flood-prone areas
- Cadastral parcels

Map 1 of 5

NORTHERN MIDLANDS COUNCIL

0 100 200 300 400 500
Metres

Scale: 1:11,000 when printed at A3

Coordinate System: GDA 1994 MGA Zone 55

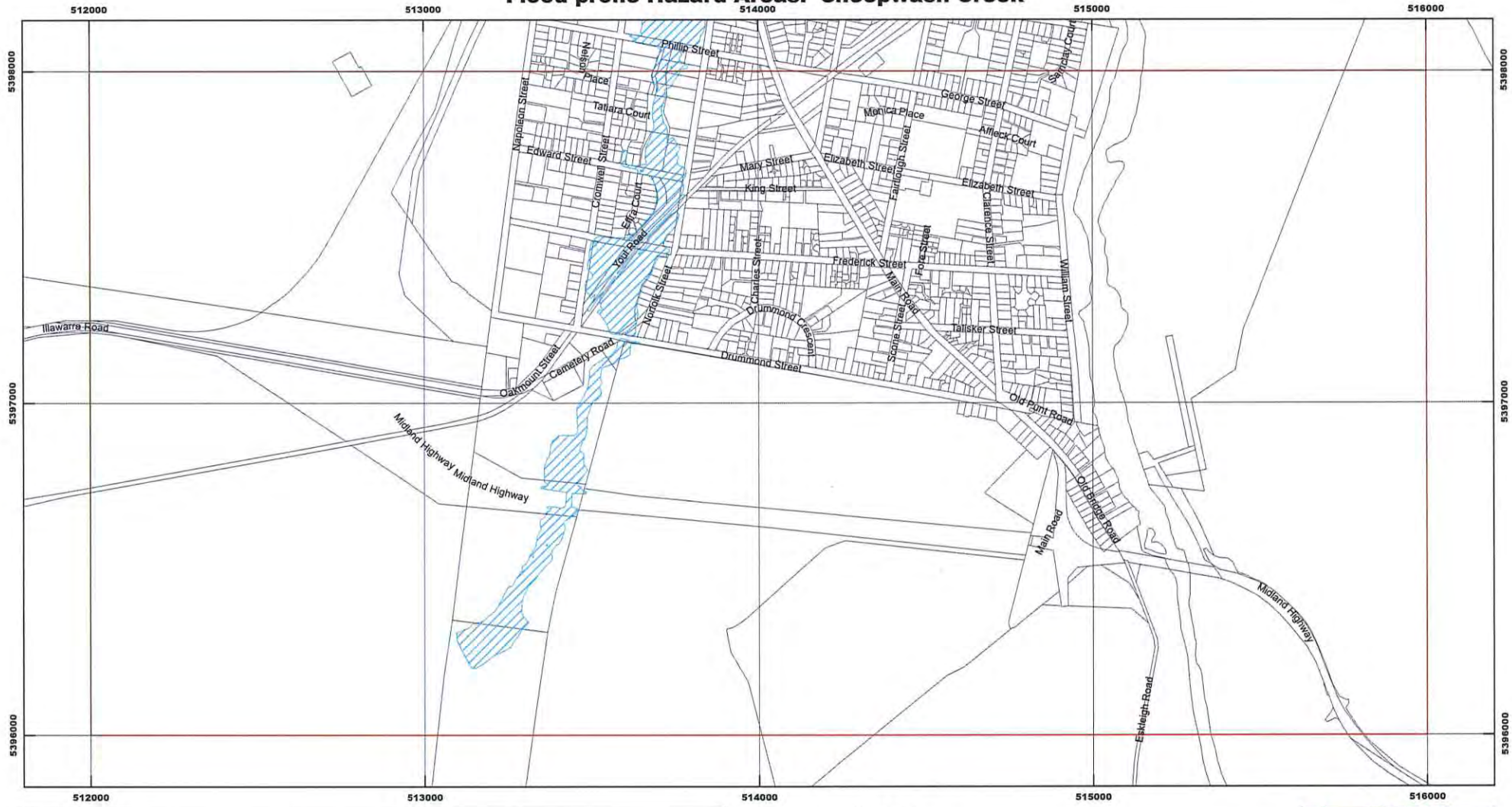
Planning data from Northern Midlands Council
Cadastre data from the LIST, © State of Tasmania

Disclaimer: Before taking any action based on data shown on this map,it should first be verified with the relevant council.

Prepared by
Date: 26/06/2023

ESK SPATIAL

Flood-prone Hazard Areas: Sheepwash Creek



Legend

- Flood-prone areas
- Cadastral parcels

Map 2 of 5

NORTHERN MIDLANDS COUNCIL

0 100 200 300 400 500
Metres

Scale: 1:11,000 when printed at A3

Coordinate System: GDA 1994 MGA Zone 55

Planning data from Northern Midlands Council
Cadastre data from the LIST, © State of Tasmania

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Prepared by ESK SPATIAL
Date: 26/06/2023

Flood-prone Hazard Areas: Elizabeth River

Legend

- Flood-prone areas
- Cadastral parcels

Map 3 of 5

NORTHERN MIDLANDS COUNCIL

0 100 200 300 400 500
Metres

Scale: 1:11,000 when printed at A3

Coordinate System: GDA 1994 MGA Zone 55

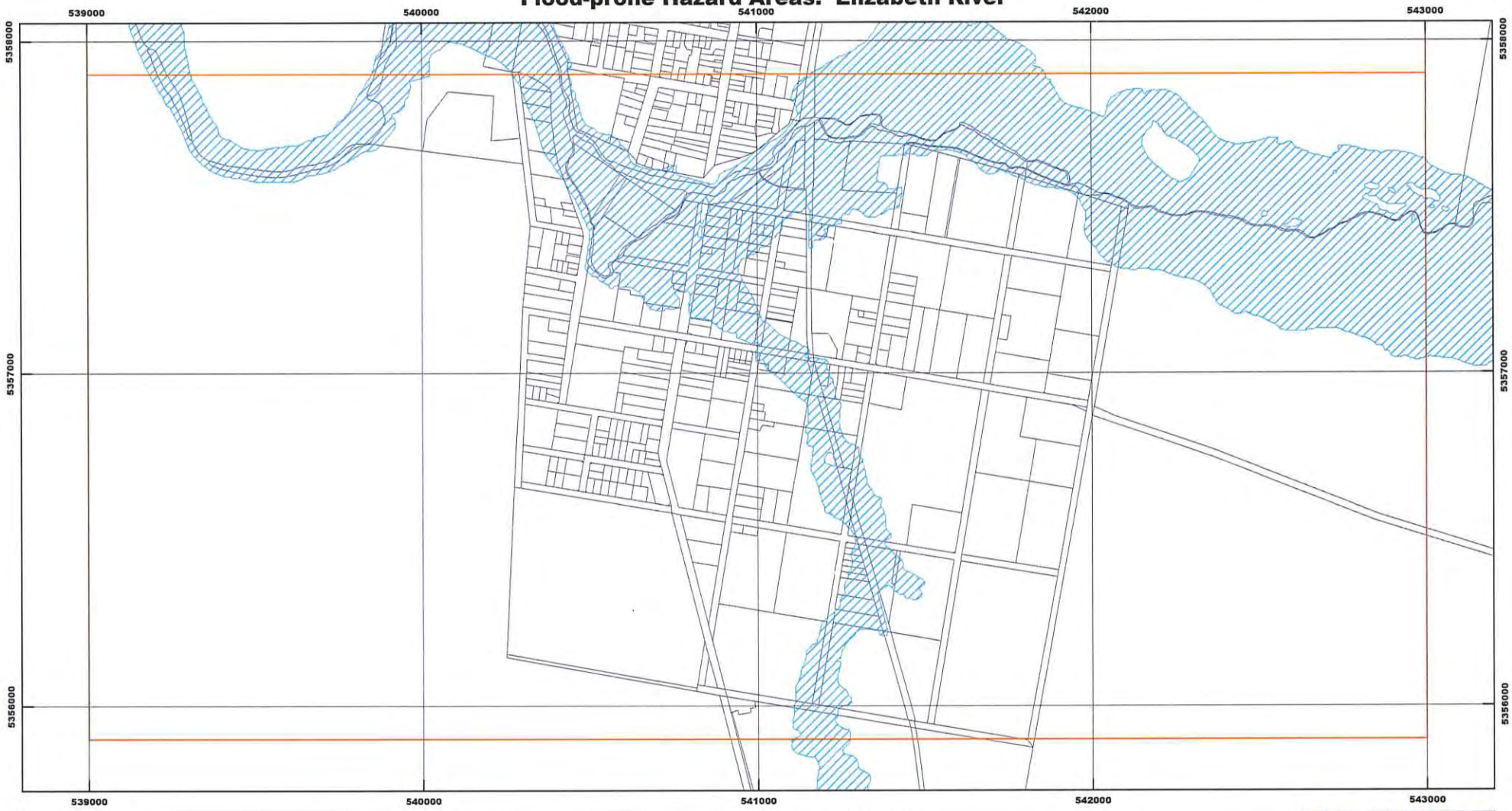
Planning data from Northern Midlands Council
Cadastre data from the LIST, © State of Tasmania

Disclaimer: Before taking any action based on data shown on this map,it should first be verified with the relevant council.

Prepared by
Date: 26/06/2023

ESK SPATIAL

Flood-prone Hazard Areas: Elizabeth River



Legend

- Flood-prone areas
- Cadastral parcels

Map 4 of 5

NORTHERN MIDLANDS COUNCIL

0 100 200 300 400 500
Metres

Scale: 1:11,000 when printed at A3

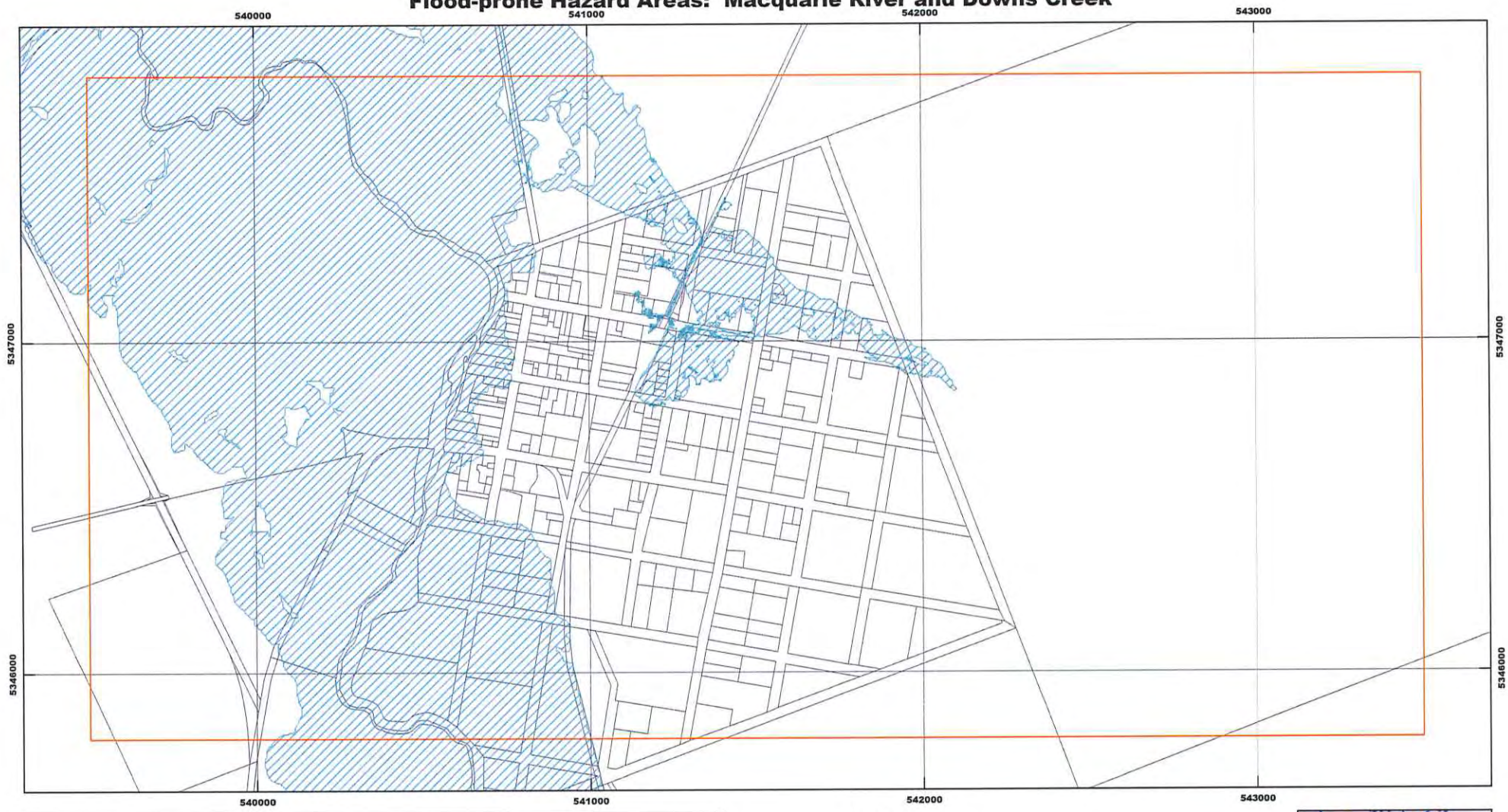
Coordinate System: GDA 1994 MGA Zone 55

Planning data from Northern Midlands Council
Cadastre data from the LIST, © State of Tasmania

Disclaimer: Before taking any action based on data shown on this map,it should first be verified with the relevant council.

Prepared by ESK SPATIAL
Date: 26/06/2023

Flood-prone Hazard Areas: Macquarie River and Downs Creek



Legend

- Flood-prone areas
- Cadastral parcels

Map 5 of 5

NORTHERN MIDLANDS COUNCIL

0 100 200 300 400 500
Metres

Scale: 1:11,000 when printed at A3

Coordinate System: GDA 1994 MGA Zone 55

Planning data from Northern Midlands Council
Cadastre data from the LIST, © State of Tasmania

Disclaimer: Before taking any action based on data shown on this map,it should first be verified with the relevant council.

Prepared by
Date: 26/06/2023

ESK SPATIAL

Appendix B Ross and Campbell Town and Hydrological Modelling report (Entura)

entura

CAMPBELL TOWN AND ROSS DESIGN FLOOD

Hydrological Modelling

11 November 2020

Prepared by Hydro-Electric Corporation
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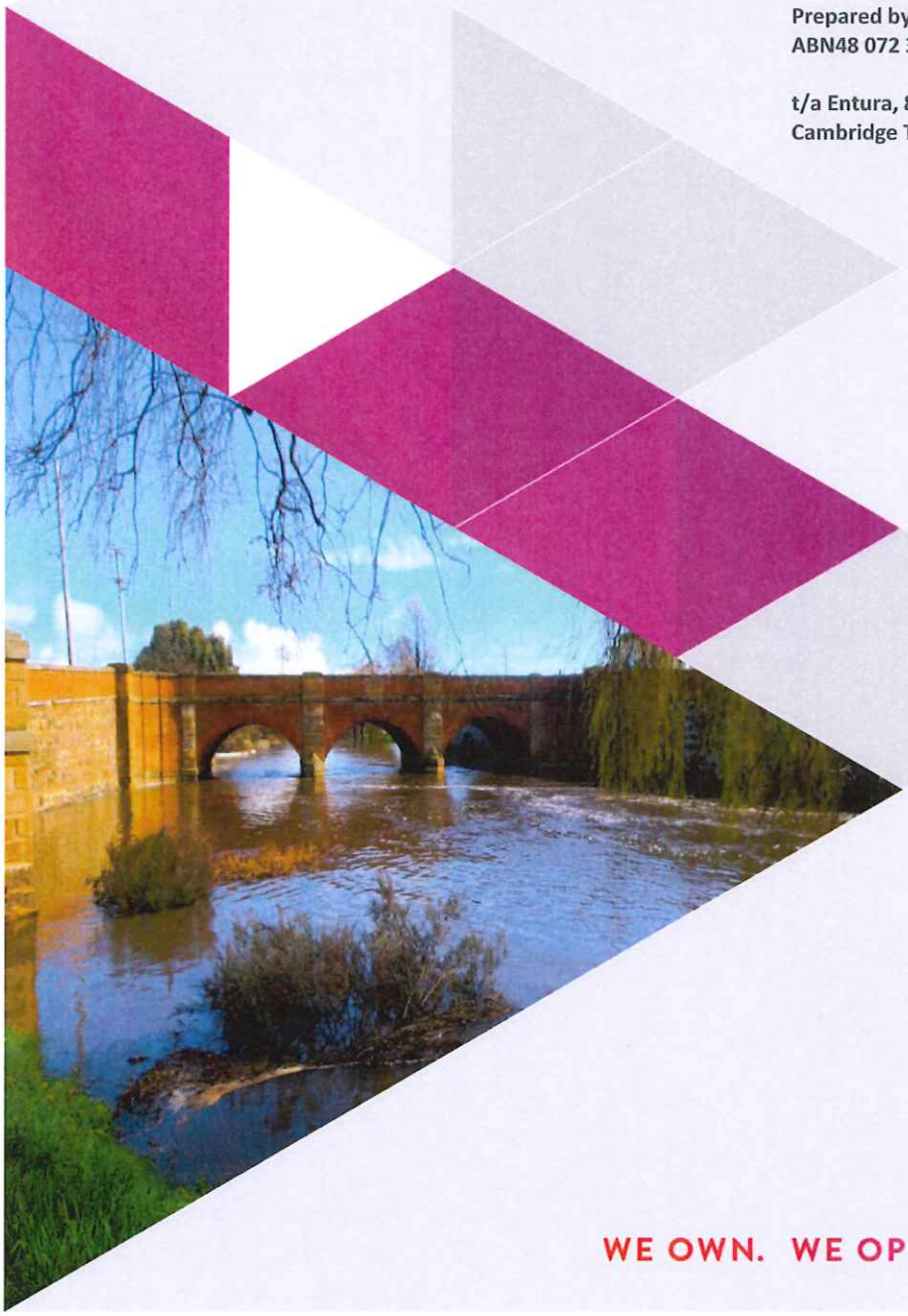
Cambridge TAS 7170, Australia



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Document information

Document title	Campbell Town and Ross Design Flood Hydrological Modelling
Client organisation	Northern Midlands Council
Client contact	Jonathan Galbraith/Steve Ratcliffe
ConsultDM number	ENTURA-15E0D1
Project Manager	William Cohen
Project number	E307711 - P516387

Revision history

Revision 1.0

Revision description	Minor update addressing client feedback		
Prepared by	William Cohen		
Reviewed by	Colin Terry		
Approved by	William Cohen		
	(name)	(signature)	(date)
Distributed to	Jonathan Galbraith/Steve Ratcliffe (name)	Northern Midlands Council (organisation)	(date)

Revision 0.2

Revision description			
Prepared by	William Cohen		
Reviewed by	Jayson Peterson		
Approved by	Jayson Peterson		
	(name)	(signature)	(date)
Distributed to	Jonathan Galbraith/Steve Ratcliffe (name)	Northern Midlands Council (organisation)	(date)

Executive summary

Hydrological flood modelling for the Tasmanian towns of Campbell Town and Ross has been completed at the request of Northern Midlands Council. A review of available hydrometric data in the Macquarie River and Elizabeth River catchments has been completed. Reservoir characteristics for Lake Leake in the Elizabeth River catchment and Tooms Lake in the Macquarie catchment have been obtained and reviewed. A catchment model has been developed and calibrated to recent flood events. Design flood modelling has been completed: flood quantiles have been verified against at-site flood frequency estimation. Design flood peak discharge has matched well at the 1% annual exceedance probability (AEP), however modelled peaks for higher (ie more frequent) AEP events have been lower than the at-site flood frequency. To resolve this situation, scaling factors have been developed and applied to design flood hydrographs for Campbell Town and Ross. Design flood hydrographs have been produced for a range of design flood annual exceedance probabilities (50% - 0.5% AEP), and for future climate conditions for the 1% AEP. The primary output of this study is the design flood hydrographs, as an input for subsequent hydraulic flood modelling.

Contents

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1. Introduction

Northern Midlands Council has requested design flood hydrographs for Campbell Town and Ross in the Elizabeth River and Macquarie River catchments respectively.

1.1 Study scope

The scope of this study was initially defined by Entura (2018). It has been adapted as follows:

The development of an initial-loss/continuing loss model of the Macquarie River catchment downstream of its confluence with the Elizabeth River. The model will include the sub-catchments upstream of both towns (Ross and Campbell Town), but will have two configurations for design rainfall: one for each town.

The slope of the Macquarie River at Ross is approximately 1:1600, and there could be backwatering from its confluence with the Elizabeth River (pers. Comms S. Ratcliffe 17th September 2018). This leads to a requirement to provide hydrographs downstream of Ross as an input to the Ross hydraulic modelling.

The following tasks were undertaken in this study:

1. Review of existing reports, models, and available data
2. Develop design rainfalls for the target catchments:
    (a) Macquarie River at Ross
    (b) Elizabeth River upstream of Campbell Town
3. Climate change analysis to determine an increase in rainfall for the 1% AEP scenario
4. Develop and calibrate a new hydrological rainfall runoff model, which will include (at a minimum) output locations for hydrographs as follows:
    (a) Campbell Town design flood: Elizabeth River at Campbell Town
    (b) Ross design flood:
        (i) Macquarie River at Ross
        (ii) Macquarie River pickup between Ross and the Elizabeth River confluence
        (iii) Local creeks at Ross including Tacky Creek and Downs Creek
5. Model calibration to recorded events
6. Flood frequency analysis on gauged streamflow records at up to two sites
7. Design flood hydrology for a range of design storm durations and AEPs (specifically 20%, 10%, 5%, 2%, 1%, 0.5%):
8. Hydrological modelling using an ensemble of design temporal patterns (as per Australian Rainfall and Runoff 2016 guidelines) and appropriate storm durations and hydrograph production

1.2 Acknowledgements

Thanks are due to the Department of Primary Industries, Parks, Water and Environment (DPIPWE, State Government of Tasmania) and the Bureau of Meteorology (BOM, Commonwealth Government of Australia) for provision of hydrometric data via their respective web data portals.

Thanks are also due to Tasmanian Irrigation for provision of ratings reports for Tooms Lake dam and Lake Leake dam.

1.3 Note on convention

This report uses the modern style of referring to frequency of storm/flood occurrence as Annual Exceedance Probability (AEP), which is expressed either as a percentage or of the form "1 in X"; this indicates the probability of a storm/flood being exceeded in any given year (Ball, et al., 2019). This contrasts with the older terminology of 'average recurrence interval' (ARI), as this term can be slightly misleading. A lookup of the equivalent styles of referencing AEP is provided in Table 1.1. These terms are used interchangeably in this report.

Table 1.1: Equivalent forms of expressing annual exceedance probability (AEP)

AEP (1:X)	AEP (as percentage)
2	50%
5	20%
10	10%
20	5%
50	2%
100	1%
200	0.5%

1.4 Previous studies

A search of the Entura library catalogue (past Hydro Electric Commission reports) and discussions with members of Tasmania's hydrological community has not found any previous flood studies for Campbell Town and Ross.

A previous study for Longford and Hadspen (Entura, 2015) had adapted a previous study's model for flood hydrology for those sites. The re-use of that model had been considered, since it includes the whole of Macquarie River catchment. However, given the large differences in catchment areas between Campbell Town/Ross and Longford, this was rejected for the following reasons:

- The subcatchment breakup for the Longford/Hadspen model was not at a fine-enough resolution for use at Campbell Town and Ross
- Gauged flow sites much closer to Campbell Town and Ross had not been considered as part of the Longford/Hadspen study

Similarly, flood studies for Tooms Lake (URS, 2014b) and Lake Leake (URS, 2014a) were focussed on these reservoirs: models were too fine grained for the purpose of this study, and did not extend to the study sites.

2. Study area

Campbell Town and Ross are located in Tasmania's Midlands region, in the eastern half of Tasmania. This region is typically characterised as lightly forested with significant agricultural land use, low annual average rainfall in comparison to other parts of the state, and flat terrain.

While the annual average rainfall in Tasmania's east is noted, conversely it has higher rainfall intensity than other parts of the state. Anecdotally, recent large floods in the state have been caused by east coast weather patterns with intense rainfall focussed on the eastern parts of the state.

The main rivers considered in this study are the Macquarie, which flows north through Ross, and its tributary the Elizabeth, which flows west through Campbell Town. The confluence of these rivers is downstream (ie to the North) of Ross. The catchments for these rivers are located between the Great Western Tiers in the west and the Campbell Town Tiers in the east.

There are two lakes in the catchment of a size significant to this flood study:

- Lake Leake, in the upper reaches of the Elizabeth River
- Tooms Lake, in the upper reaches of the Macquarie River

Other dams and lakes in the catchment, such as the Blackman Dam on the Blackman River upstream of Tunbridge, are not expected to impact results of this study significantly and have not been considered further.

A map of the study area is provided in Figure 3.1.

3. Data

Data used in this study is summarised in the following sections. Data has been used for model development and calibration.

3.1 Hydrometric data

A review of hydrometric data in the study catchment has been completed. The most suitable sites are listed in Table 3.1; this table also lists details of key lakes in the catchment and study locations (Campbell Town and Ross). These sites are also mapped in Figure 3.1, and timeseries plots are provided in Figure 3.2.

Table 3.1: Details of key features and data recorder locations in the catchment (coordinate system is GDA 94 MGA Zone 55)

Site Number	Site Name	Description	Easting	Northing	Catchment Area (km^2)
687	Tooms Lake	Precipitation	564434	5326123	NA
18313	Macquarie River US Elizabeth	Precipitation	535181	5357672	NA
18313	Macquarie River US Elizabeth	Discharge	535181	5357672	1530
18312	Macquarie River DS Elizabeth	Discharge	532451	5359855	1970
18217	Macquarie River at Trefusis	Discharge	549904	5329928	370
18211	Elizabeth River at Lake Leake	Discharge	565799	5349557	70
	Ross	Study Site	540653	5347286	1400
	Campbell Town	Study Site	540623	5357581	381
	Tooms Lake	Lake	564434	5326123	60
	Lake Leake	Lake	565799	5349557	70
346	Lake Leake	Daily rainfall	565799	5349557	NA
1783	Ross	Daily rainfall	540653	5347286	NA

Multiple DPIPWE stream flow gauges are available with suitable periods of record. It is understood that these sites, in particular Macquarie River upstream of Elizabeth River (site 18313) and Macquarie River downstream of Elizabeth River (site 18312), have good ratings at the high end (pers. Comms J. Mancey, DPIPWE Hydrographer, 4 June 2020). Inspection of these sites indicated that baseflow at these sites was of the order of approximately 0.5 m^3/s, which was considered insignificant when compared to storm peak.

Other sites in the catchment were reviewed but were found to not be suitable:

- Elizabeth River upstream of Macquarie River: short period of record, incomplete hydrographs which appear to under-predict flood discharge peaks when compared with other sites

- Macquarie River at Ross: no available stage-discharge rating (ie level only)
- Macquarie River upstream of Ross: high flow rating appears to under-predict discharge when compared with other sites

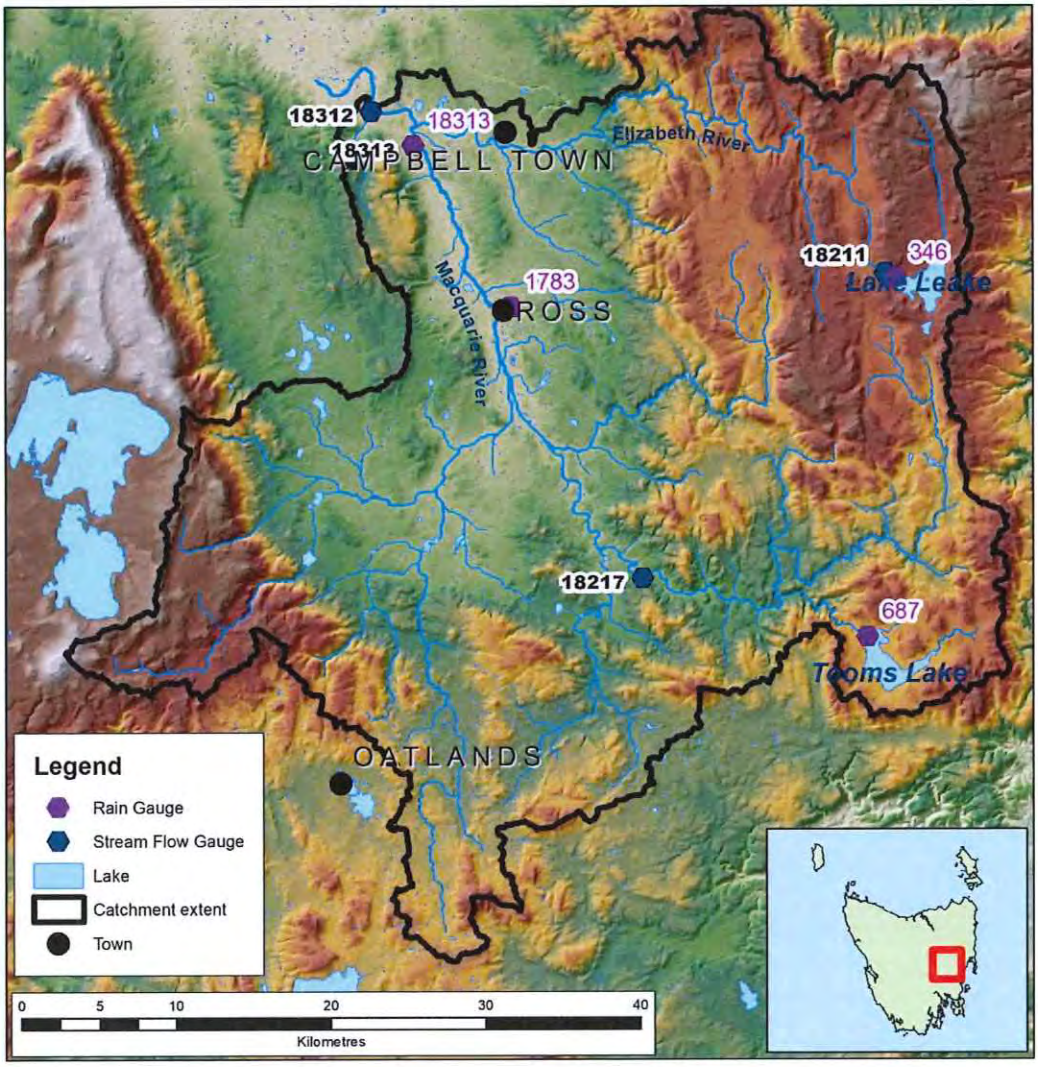

Figure 3.1: Map of key features in the Macquarie/Elizabeth catchments; gauges are labelled with site numbers (Table 3.1); the extent shown is the catchment boundary of Macquarie River downstream of Elizabeth River (site 18312)

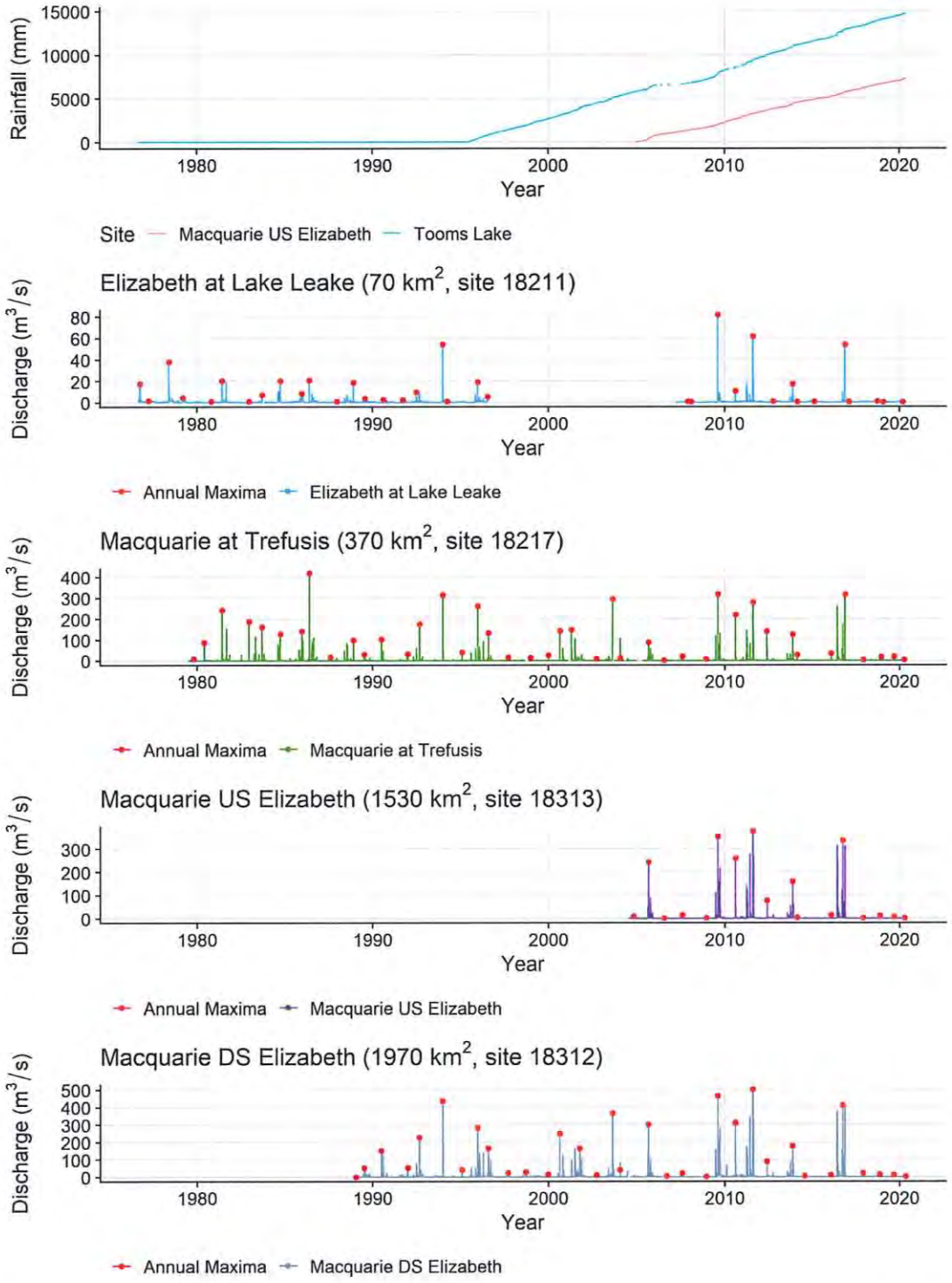

Figure 3.2: Hyetographs/hydrographs of hydrometric data in the Macquarie River and Elizabeth River catchments

NOTE: Figure 3.2 also shows annual maxima; the 'water year' for the annual maxima series has been set at 1st February – 1st February. This is to ensure event independence as the third largest event for site 18312 was over the 1993/1994 New Year's period.

Two pluviograph (continuous rainfall) sites have been identified in the catchment:

- Tooms Lake (site 687) representing the south eastern part of the catchment
- Macquarie River upstream of Elizabeth River (site 18313) representing the northern part of the catchment

Additional daily rainfall sites have been identified:

- Ross (site 1783) representing the centre of the catchment
- Lake Leake (site 346) representing the north eastern part of the catchment

No rain gauges were found with current data in the south western part of the catchment.

3.2 Lake rating data

Tasmanian Irrigation Pty Ltd has supplied the following spillway discharge rating curves:

- Lake Leake (URS, 2014a)
- Tooms Lake (URS, 2014b)

Storage-volume relationships for the storages were developed using available LIDAR data (DPIPWE, 2014).

Rating curves are presented in Appendix B.

4. Catchment model and calibration

A semi-distributed[1] rainfall-runoff[2] model of the Macquarie and Elizabeth River catchments using RORB software. The model includes reservoir routing for Tooms Lake and Lake Leake. The subcatchment breakup for this model is given in Figure 4.1. The subcatchment division has considered the following:

- Ensure subcatchment outlets coincide with major confluences, dam outlets and gauging stations, and required hydrograph output locations (as described in Section 1.1)
- Adequate routing of main channel discharges
- To capture representative spatial distribution of rainfall
- Minimise variability in subcatchment sizes as best as possible

Considering these factors, it was decided not to divide local pickup catchments too much; given the substantial differences in catchment area between main channel and local pickup catchments, the flood contribution of local pickup catchments is expected to very minor. Dividing these into smaller subcatchments would not add value to subsequent modelling.

The model has been calibrated using recorded pluviograph data augmented by daily rainfall totals for the sites specified in Table 3.1.

Initial storage positions for Tooms Lake and Lake Leake have been set at full supply level (FSL). This assumption is conservative, and has been adopted since no operational storage data has been available. It is not an accurate representation for Lake Leake for two of the calibration events (2011 and 2016; see below for discussion on event calibration), as there is effectively zero recorded discharge for this event. This indicates that the catchment upstream of Lake Leake may have been particularly dry in the period leading up to that event, the lake may have been drawn down, or both of these conditions may have been true. The impact of this limitation is thought to be negligible on floods for Campbell Town.

Calibration has considered the four recorded flow gauges presented in Figure 3.2. Calibration has focussed on determining a single set of parameters (IL, CL, and the routing parameter Kc) across the whole of catchment for each event. The focus of the calibration has been to fit the recorded hydrographs at the Macquarie downstream of Elizabeth River site (18312). Other sites have been used as supporting information.

Given that baseflows are so low (Section 3.1), they have not been considered in either event calibration or design modelling (Section 0).

[1] Semi-distributed indicates a catchment model divided into numerous subcatchments

[2] Initial loss/continuing loss, referred to as IL/CL

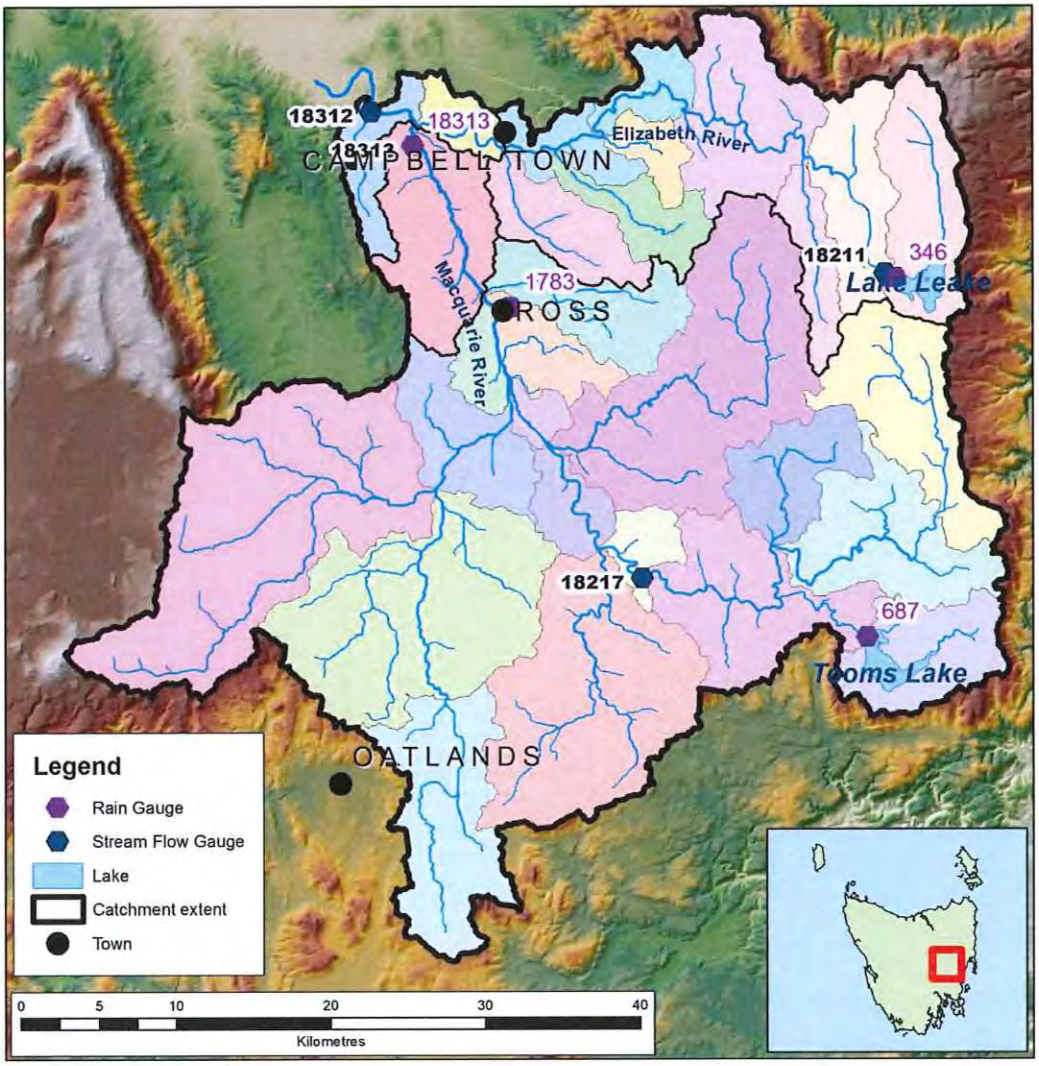

Figure 4.1: Subcatchment breakup of the Macquarie/Elizabeth River model; subcatchments are indicated by colour; study catchment areas have black outlines

The events used for calibration and their parameters are given in Table 4.1. The catchment routing parameter m (channel routing non-linearity parameter) has been fixed at 0.8. Event calibration hydrographs are provided in Appendix A.

Table 4.1: Events used for calibration and fitted parameters

Event date	Kc	IL (mm)	CL (mm/hour)
August 2009	55	20	0.4
August 2011	55	20	0.4
June 2016	55	20	3.0

The calibration hydrographs indicate that the model has reasonable representation of catchment response to storm events at the primary gauging site (Macquarie River downstream of Elizabeth River, site 18212). The 2011 event has a higher recession curve in the observed record that is not represented in the modelled hydrograph. This may indicate some backwatering effect due to downstream control; referred to as hysteresis in the site's stage-discharge rating curve. This is not considered to be a major issue with respect to the model's event calibration.

The calibration results at Macquarie at Trefusis and Macquarie upstream of Elizabeth River appear to be generally acceptable. The performance at Elizabeth River downstream of Lake Leake is not as good. As discussed earlier, this may be attributed to drawdown in the lake. Given that the catchment area of Lake Leake is ~17% of Campbell Town, this is not considered to be a major concern.

The overall performance at sites across the catchments indicates that the model performance at the study locations (Ross and Campbell Town) is acceptable.

5. Design modelling

The model as described in Section 4 has been used as a design flood model for three separate catchments (Table 5.1). Lake levels for Tooms Lake and Lake Leake have been set to FSL at the start of the design events.

Table 5.1: Catchments used in the design flood modelling

Site	Catchment area (km^2)	Purpose
Macquarie downstream of Elizabeth River	1970	Verification against at-site flood frequency
Campbell Town	381	Flood frequency estimation and hydrograph production for Campbell Town (study site)
Macquarie upstream of Elizabeth River	1530	Flood frequency estimation and hydrograph production for Ross (study site)

Design modelling was done using the 'ensemble' method described by Australian Rainfall and Runoff (Ball, et al., 2019). This approach uses an ensemble of design temporal patterns for each AEP/design storm duration. Reported results are based on the temporal pattern with the median peak flow. A 'complete storm' approach to modelling has been taken; that is, the design burst has pre-burst rainfall applied to it.

Model parameters for the design events have been taken from the June 2016 event (Table 4.1); that is a continuing loss value of 3.0 mm/hour, with an initial loss of 20 mm and a K_C of 55, so as to best fit modelled flood peaks to the at-site flood frequency (see Section 5.2). Losses compare well with regional storm losses for the catchments obtained from Australian Rainfall and Runoff (Engineers Australia, 2020); these were initial loss of 18.0 mm and continuing loss of 3.9 mm/hour.

5.1 Design rainfalls

Gridded intensity-frequency-duration curves (IFDs) have been downloaded from the Bureau of Meteorology (2020) for a range of design storm durations and AEPs. Design catchment rainfall depths were developed for the catchments described in Table 5.1. Catchment average design rainfall depths for each duration/AEP were used for each of these catchments. Areal reduction factors were applied by the RORB software automatically.

Design spatial patterns were developed for each catchment (from Table 5.1) using the gridded 1:100 AEP (1% AEP) 24 hour duration field, as per Australian Rainfall and Runoff (Ball, et al., 2019). A high spatial variability in rainfall intensity was evident (Appendix C, Figure C.3). The eastern catchment, around the Campbell Town Tiers, has more than twice the rainfall intensity of the centre of the catchment. This is likely a result of east coast weather systems (as discussed in Section 0) and the influence of the Campbell Town Tiers.

Design rainfall temporal patterns and pre-burst rainfall depths were obtained from the Australian Rainfall and Runoff Data Hub (Engineers Australia, 2020).

5.2 Validation against at-site flood frequency

The Macquarie River downstream of Elizabeth River (site 18312) was selected for flood frequency validation, as it has a reasonable period of record, is downstream of both study sites, and is of a comparable catchment area to the study sites.

A Log Pearson Type III distribution was fitted to the annual maxima series using Flike's (BMT, 2020) Bayesian fit method. The at-site frequency distribution and annual maxima series has a significant 'roll over' effect: the shape of the curve flattens out at the top end. Other sites in the catchment had a similar shape. Flood frequency analysis for Macquarie River at Cressy pumps had the same effect (Entura, 2015).

A comparison between the at-site flood frequency and the modelled results is given in Figure 5.1. While the modelled quantiles have a reasonable estimation of flood peak at the 1:50 and 1:100 AEPs, the modelled quantile curve does not fit the at-site flood frequency shape particularly well for other AEPs. This results in an over-estimation of peak discharge at the 1:200 AEP, and an under-estimation for more frequent floods.

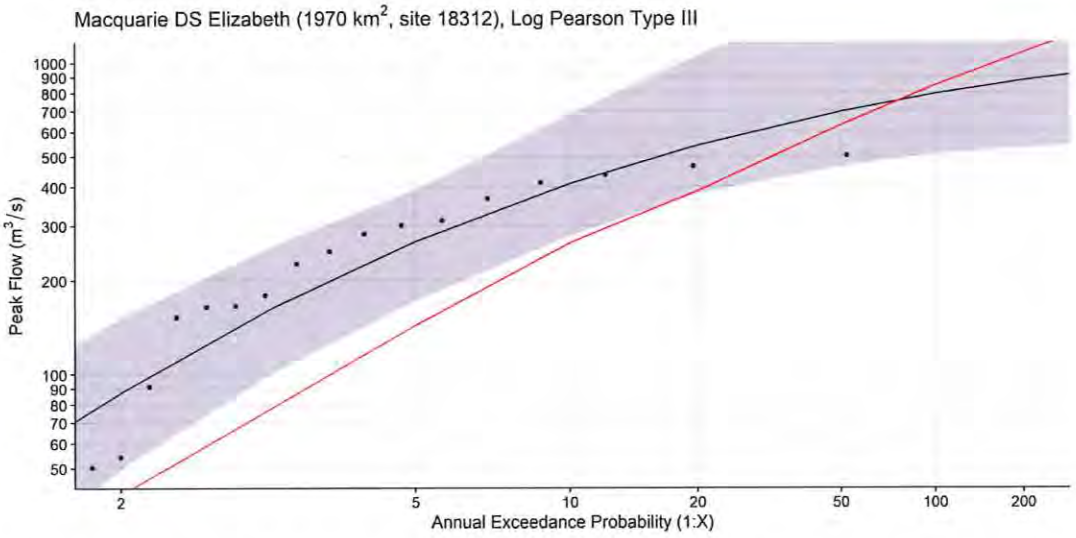

Figure 5.1: Comparison of at-site flood frequency (black) and modelled flood quantile peaks (red)

Given the model does not give a good representation of at-site flood frequency for frequent AEPS (1:2 – 1:50), scaling factors have been developed to scale modelled quantiles up to the at-site estimates (Table 5.2). In order to provide conservative estimates, peaks for the 1:100 and 1:200 AEP quantiles have not been scaled down.

Table 5.2: At-site and modelled peak discharge quantiles at site 18312, with developed scaling factors

AEP (1:X)	At-site peak discharge (m^3/s)	Modelled peak discharge (m^3/s)	Scaling factor
2	87	41	2.13
5	267	144	1.86
10	409	264	1.55
20	543	387	1.40
50	696	630	1.11
100	794	844	1.00
200	876	1077	1.00

5.3 Design flood modelling for Campbell Town

Modelled peak flow quantiles for Campbell Town are given in Table 5.3. Reported peak discharges have been scaled using the factors given in Table 5.2.

Table 5.3: Modelled flood quantiles at Campbell Town

AEP (1:X)	Peak discharge (m^3/s)	Critical duration (hours)
2	25	12
5	70	12
10	93	12
20	133	24
50	169	24
100	202	36
200	275	36

5.4 Design flood modelling for Ross

Flooding at Ross may be impacted by backwatering from the Macquarie River downstream of Ross. Therefore, design rainfalls for Ross have been developed using the catchment area of Ross including this downstream pickup (to the same outflow location as Site 18313).

Modelled peak flow quantiles for Ross are given in Table 5.4. Reported peak discharges have been scaled using the factors given in Table 5.2.

Table 5.4: Modelled flood quantiles at Ross

AEP (1:X)	Peak discharge (m^3/s)	Critical duration (hours)
2	54	12
5	211	12
10	298	12
20	412	24
50	533	24
100	654	24
200	882	24

5.5 Hydrograph output locations

Hydrographs have been supplied for use in hydraulic flood modelling. Hydrograph output locations are given in Table 5.5 and Figure 5.2. 'Total' hydrographs include inflow from all upstream subcatchments. 'Local' hydrographs only have flow for the listed subcatchment.

Table 5.5: Hydrograph outflow locations (coordinates in GDA 94, MGA Zone 55)

Location	Catchment area (km^2)	Type	Purpose	Easting	Northing
Elizabeth	400.5	Total	Campbell Town	541376	5357759
Edgar St	44.7	Local	Campbell Town	541176	5356814
Macquarie US Ross	1544.3	Total	Ross	541441	5342566
Downs Creek	32.6	Local	Ross	540871	5347781
Tacky Creek	56.9	Local	Ross	540391	5348864
Ross Left Bank	18.0	Local	Ross	539691	5346954
Macquarie DS Ross Pickup	82.8	Local	Ross	534960	5358684
Macquarie DS Elizabeth	1972.6	Total	Verification	532432	5359862

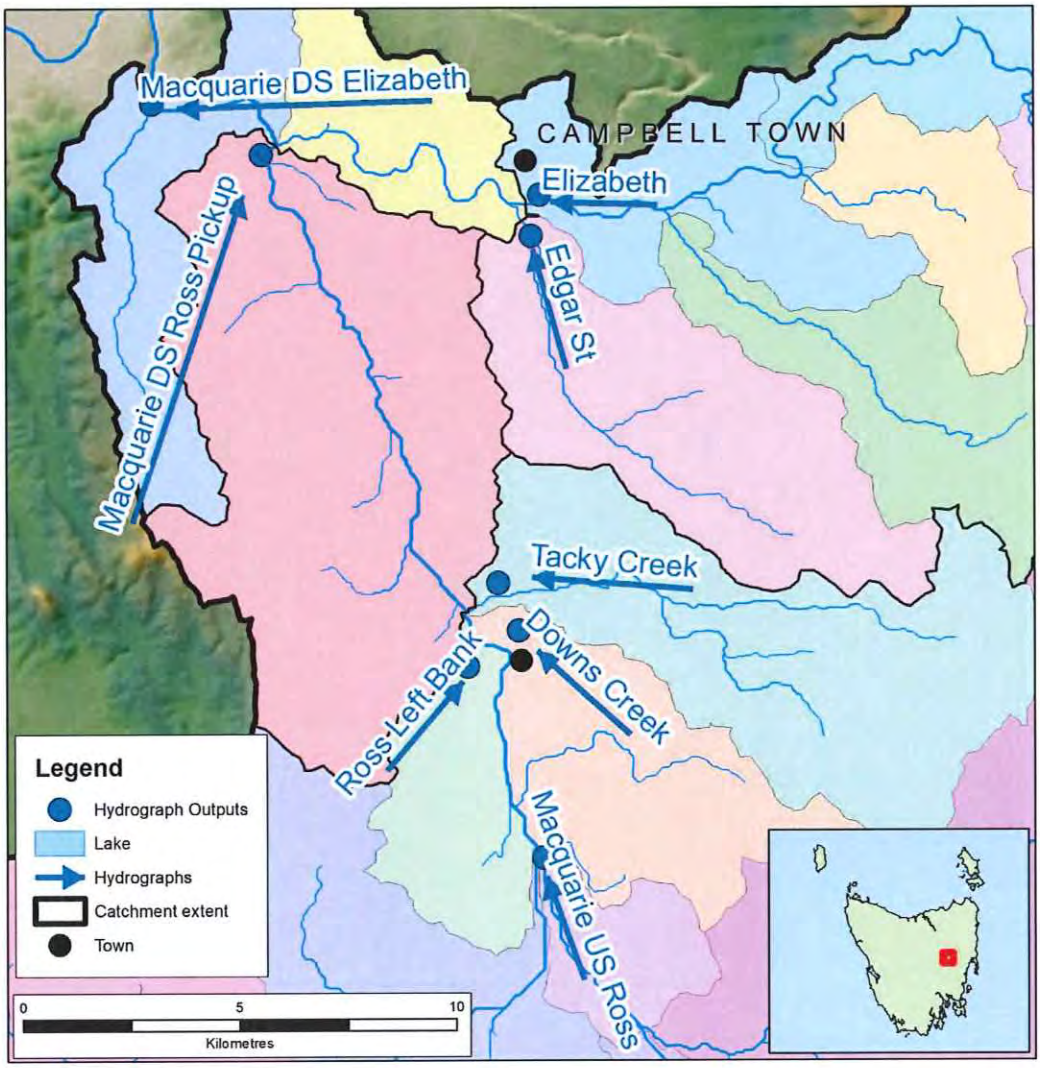

Figure 5.2: Hydrograph outflow locations

6. Climate change

Australian Rainfall and Runoff (Ball, et al., 2019) provides estimates of rainfall intensity changes due to climate change, based on projected temperature increases. These are provided through the Australian Rainfall and Runoff Data Hub (Engineers Australia, 2020).

For the study region, interim climate change factors have been obtained using the RCP 8.5 scenario[3] for the year 2090 (the maximum outlook window available). This scenario projects a 3.09 °C temperature increase resulting in a 16.3% increase in rainfall intensity.

For the Macquarie/Elizabeth catchment, the ClimateAsyst data (Pitt and Sherry, 2020) indicates a 15% - 20% increase in rainfall intensity for the 1:100 AEP 24 hour storm bursts to 2100. The 48 hour storm bursts indicate a 30%-40% increase in rainfall intensity. There was considerable spatial variability in these estimates across the catchment (Appendix 0). Projections of climate change on rainfall intensity estimates are considered to have a high degree of uncertainty. This spatial variability may be due to orographic effects.

Various sources vary in their estimates of the impact of climate change on rainfall intensity. For this study, the estimates from Australian Rainfall and Runoff have been adopted.

This factor has been applied to the 1% AEP rainfall depths, which were routed through the flood model. The resulting hydrograph peaks are presented in Table 6.1.

Table 6.1: Peak discharges under climate change

Location	AEP	Current climate peak discharge (m^3/s)	Future climate peak discharge (m^3/s)	Increase	Critical duration (hours)
Ross	1%	794	949	20%	24
Campbell Town	1%	202	287	42%	36

The resulting increase in discharge peak is a result of the interaction of design rainfall depth, spatial pattern, temporal pattern, and losses; hence, the increase in peak discharge is not the same as the increase in rainfall depth.

[3] Representative Concentration Pathway with a radiative forcing of 8.5 W/m^2

7. Conclusion

Flood quantiles and hydrographs have been supplied for Campbell Town and Ross using the most recent data inputs, methods from Australian Rainfall and Runoff, and modelling software.

Given that local pickup catchments have not been subdivided (see Section 4 for details), it is recommended that these can be area pro-rated to hydraulic model boundary conditions if and as required.

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Appendices

A Event calibration

Coordinates for gauging stations are provided in Table 1.1.

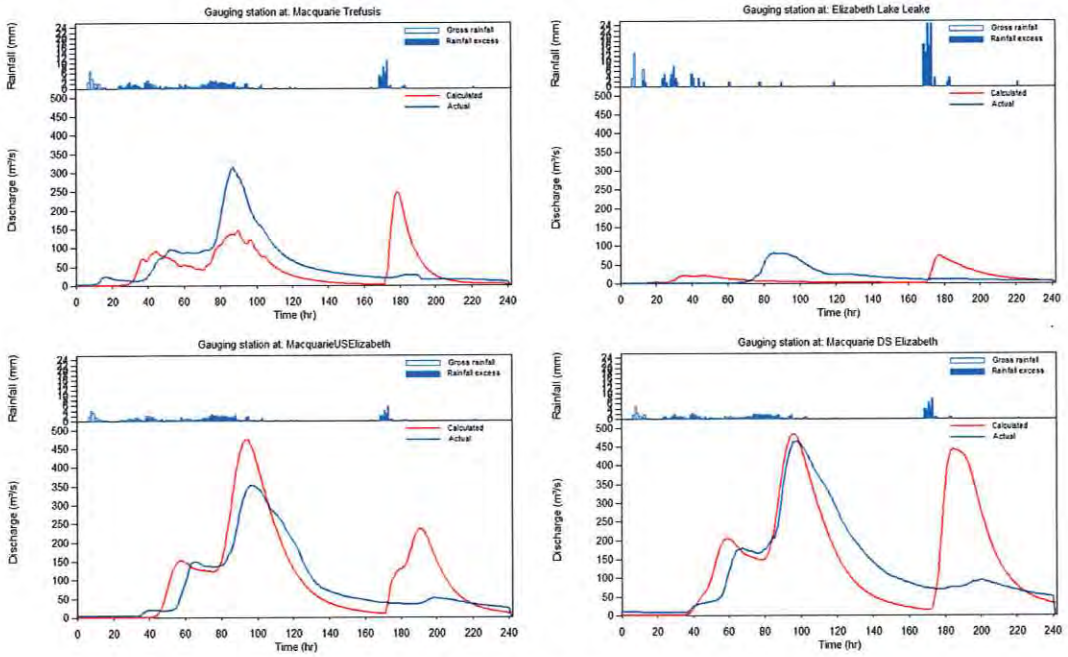


Figure A.1: Calibration hydrographs for the August 2009 event

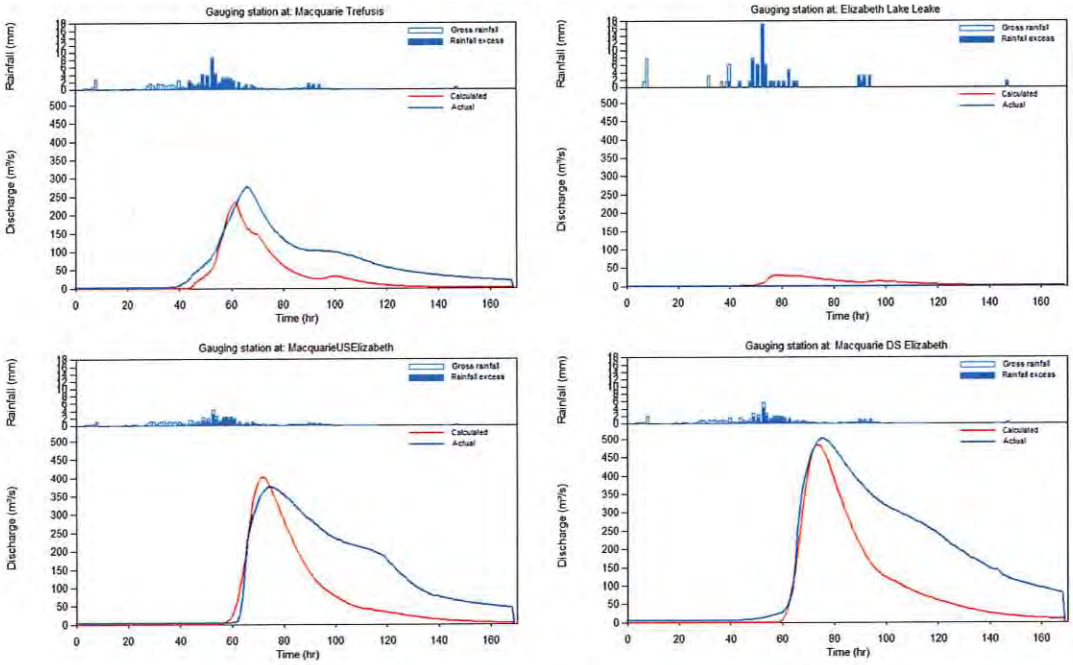


Figure A.2: Calibration hydrographs for the August 2011 event

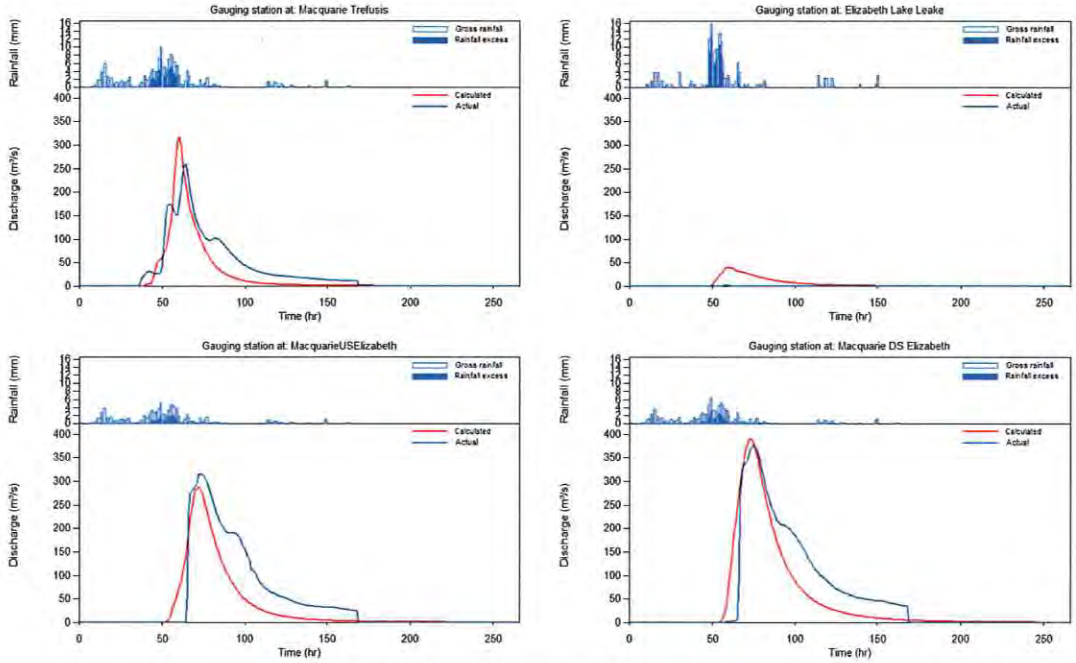


Figure A.3: Calibration hydrographs for the June 2016 event

Table A.1: Summary of event peaks

Event	Site	Recorded peak (m^3/s)	Modelled Peak (m^3/s)
2009	Elizabeth Lake Leake	80	73
2011	Elizabeth Lake Leake		
2016	Elizabeth Lake Leake	1	41
2009	Macquarie Trefusis	315	249
2011	Macquarie Trefusis	277	232
2016	Macquarie Trefusis	258	316
2009	Macquarie US Elizabeth	353	475
2011	Macquarie US Elizabeth	375	402
2016	Macquarie US Elizabeth	314	287
2009	Macquarie DS Elizabeth	464	485
2011	Macquarie DS Elizabeth	502	486
2016	Macquarie DS Elizabeth	376	391

B Reservoir rating curves

B.1 Lake Leake

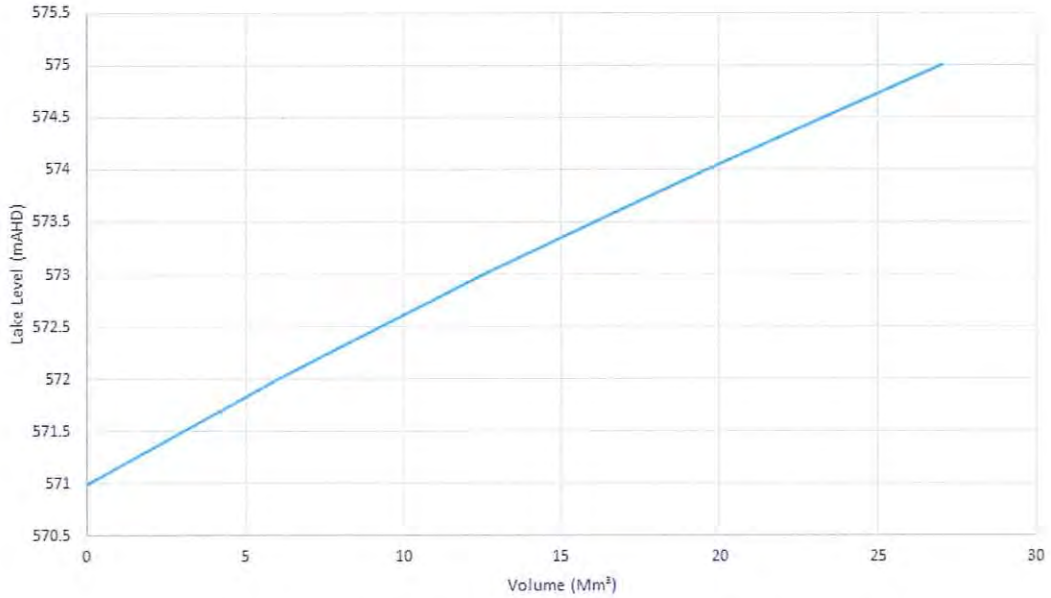


Figure B.1: Lake Leake storage volume rating curve (above FSL)

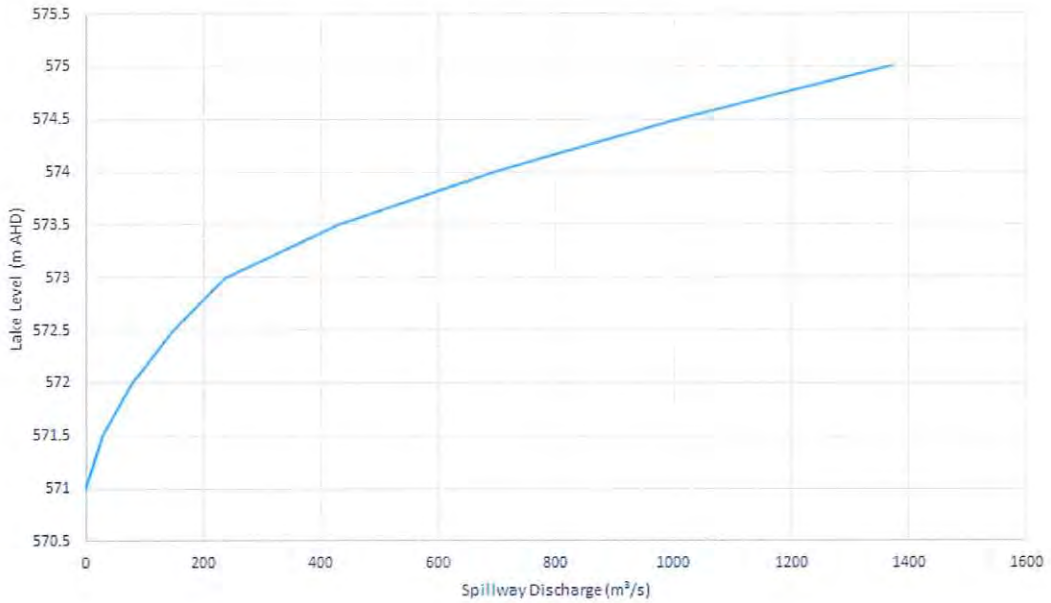


Figure B.2: Lake Leake spillway discharge rating curve

B.2 Tooms Lake

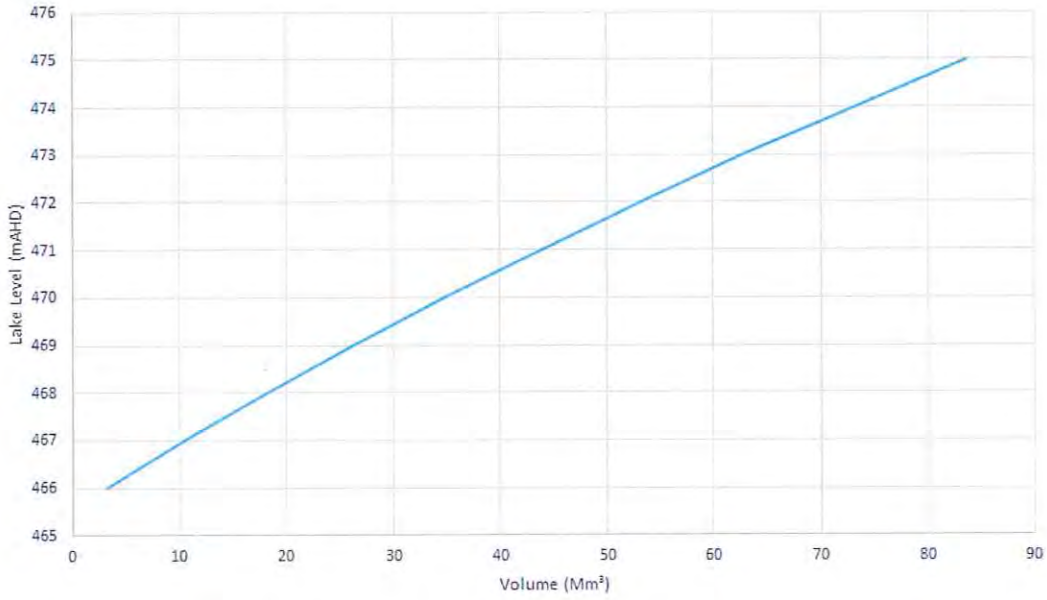


Figure B.3: Tooms Lake storage volume rating curve (above FSL)

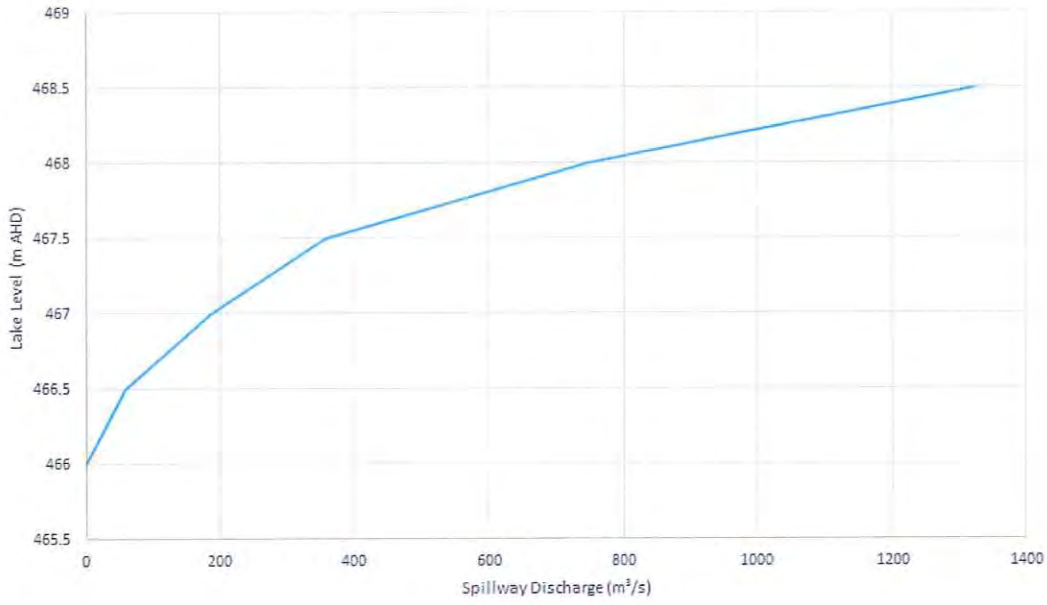


Figure B.4: Tooms Lake spillway discharge rating curve

C Design rainfalls

C.1 Design rainfall depths

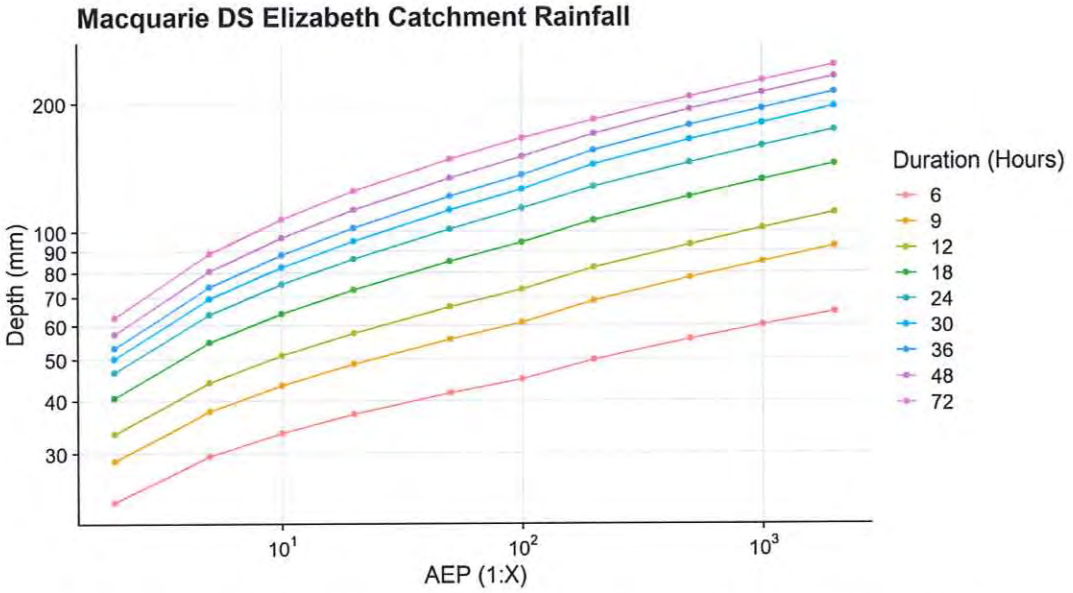


Figure C.1: Catchment design rainfalls (with areal reduction factors applied) by duration for the Macquarie downstream of Elizabeth catchment

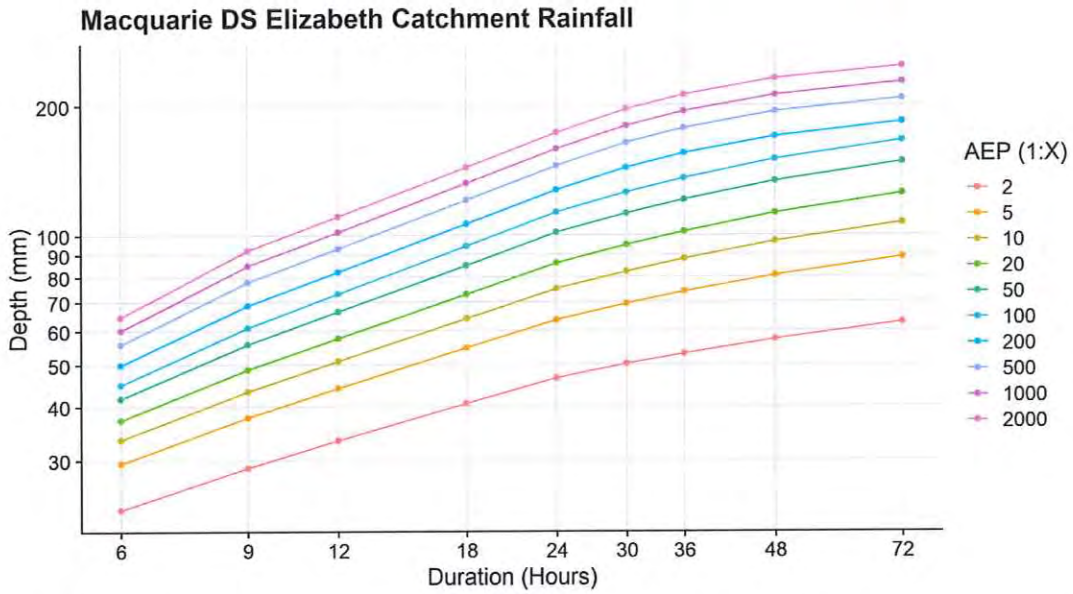


Figure C.2: Catchment design rainfalls (with areal reduction factors applied) by AEP for the Macquarie downstream of Elizabeth catchment

Table C.1: Catchment design rainfall depths (with areal reduction factors applied) for the Macquarie downstream Elizabeth Catchment

Annual Exceedance Probability	Design rainfall depth (mm) by duration (hours)			
	12	24	36	48
50%	33.2	46.7	53.2	57.6
20%	44.1	63.8	73.9	80.9
10%	50.9	74.9	87.8	96.6
5%	57.2	85.7	102.4	112.0
2%	66.1	101.9	121.2	134.3
1%	72.5	113.3	135.4	150.2
0.50%	92.5	144.3	178.2	192.8

Table C.2: Catchment design rainfalls (with areal reduction factors applied) for the Elizabeth upstream Macquarie Catchment (Campbell Town)

Annual Exceedance Probability	Design rainfall depth (mm) by duration (hours)			
	12	24	36	48
50%	41.2	56.3	64.1	68.6
20%	55.9	79.3	91.5	100.2
10%	65.1	94.5	111.6	122.1
5%	73.9	109.5	131.1	145.8
2%	86.9	131.1	156.1	173.8
1%	95.8	146.5	177.0	195.1
0.50%	106.9	163.4	201.1	222.0

Table C.3: Catchment design rainfall depths (with areal reduction factors applied) for the Macquarie upstream Elizabeth Catchment (Ross)

Annual Exceedance Probability	Design rainfall depth (mm) by duration (hours)			
	12	24	36	48
50%	33.1	45.8	52.1	55.9
20%	43.2	62.2	72.1	78.8
10%	50.4	72.9	85.2	93.6
5%	56.6	83.0	98.8	108.0
2%	65.3	98.6	116.9	127.9
1%	71.6	109.5	130.4	144.5
0.50%	80.6	123.0	148.7	162.8

C.2 Design rainfall spatial pattern

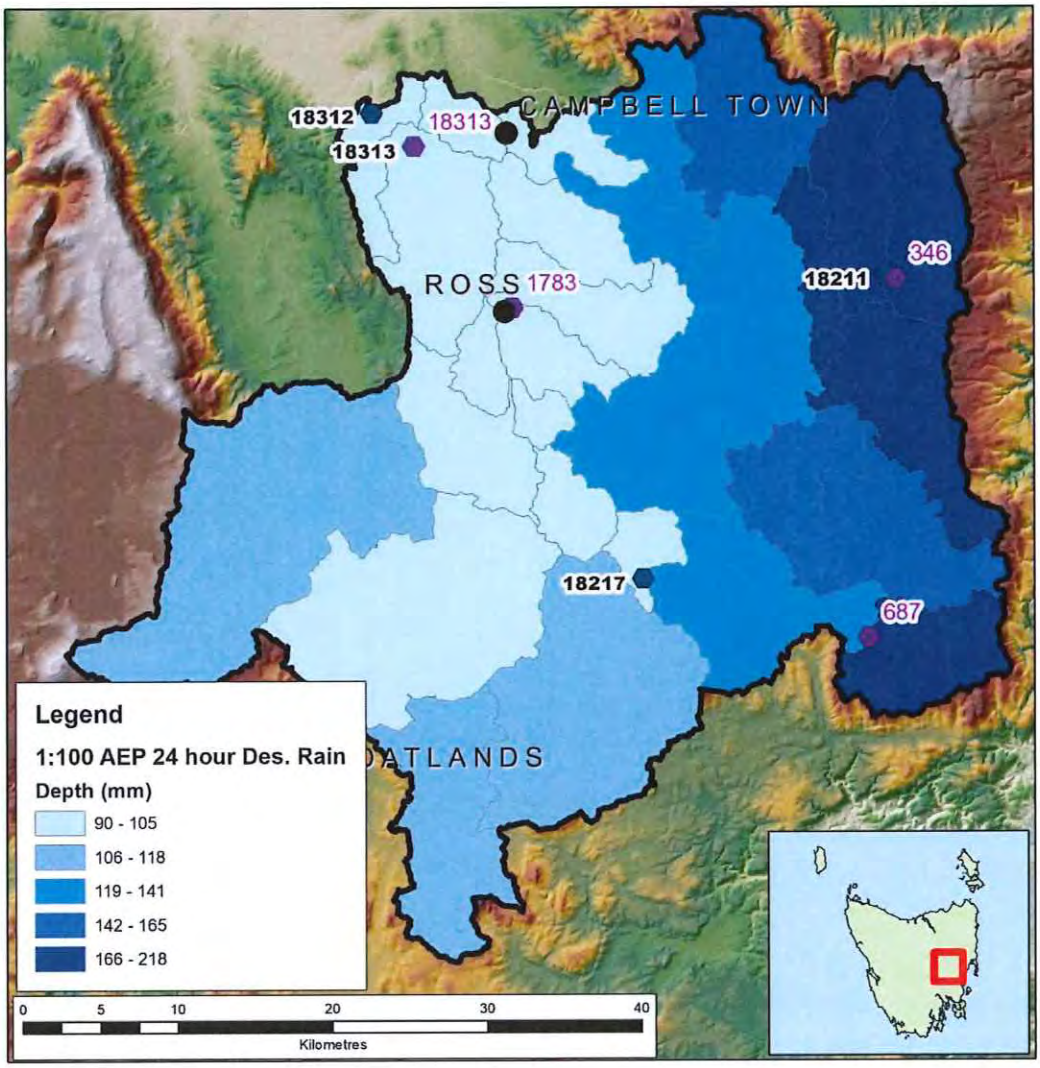
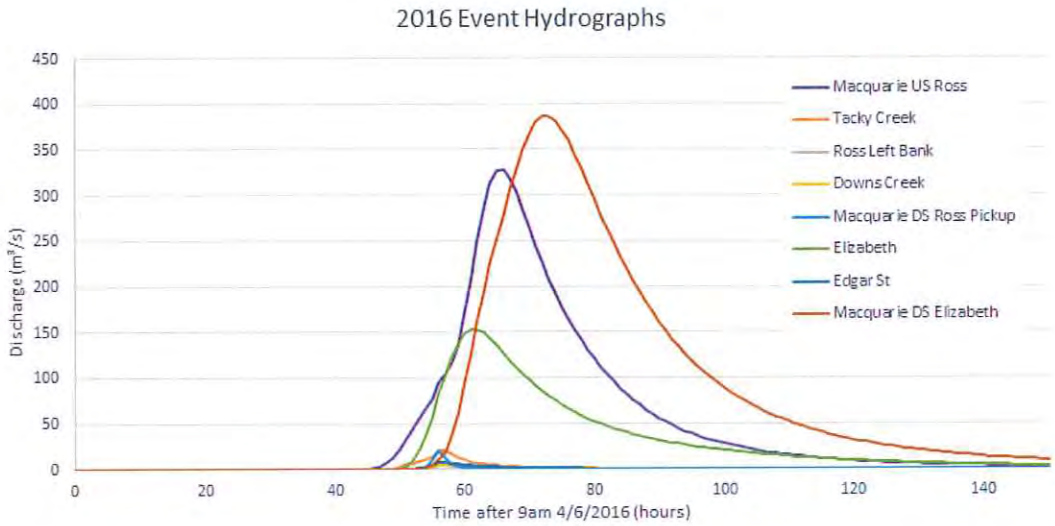
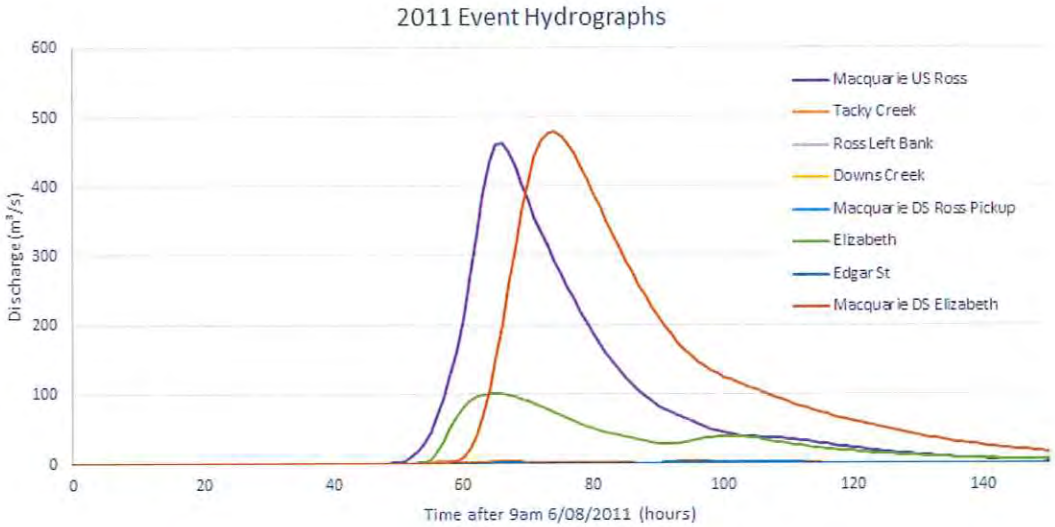
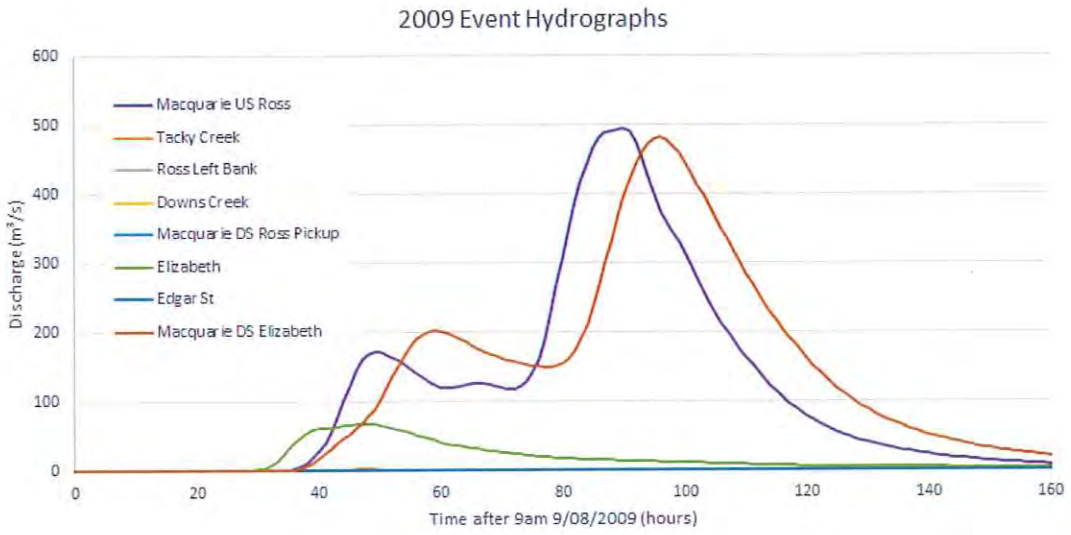


Figure C.3: Design rainfall spatial pattern for the Macquarie/Elizabeth River catchment model, based on the 1:100 AEP 24 hour gridded design rainfalls

D Event hydrographs at reporting locations

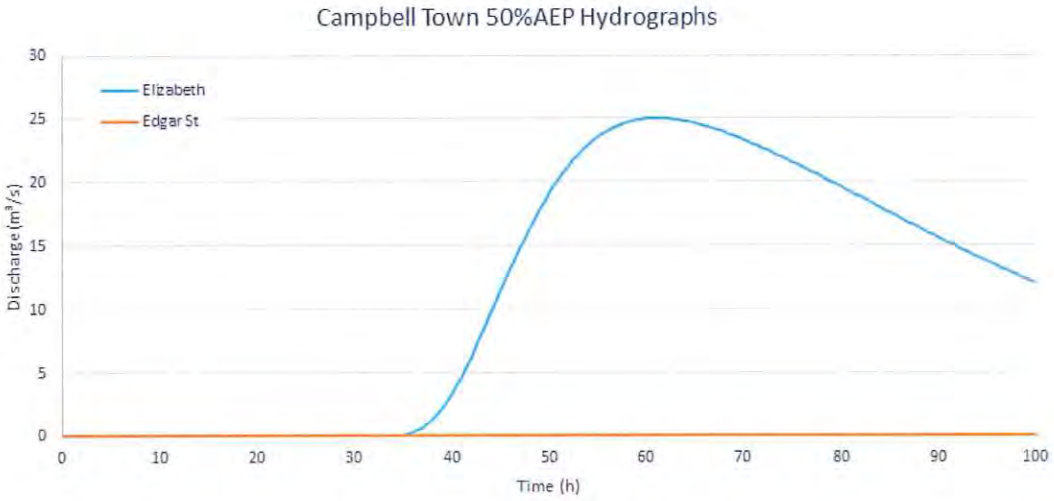


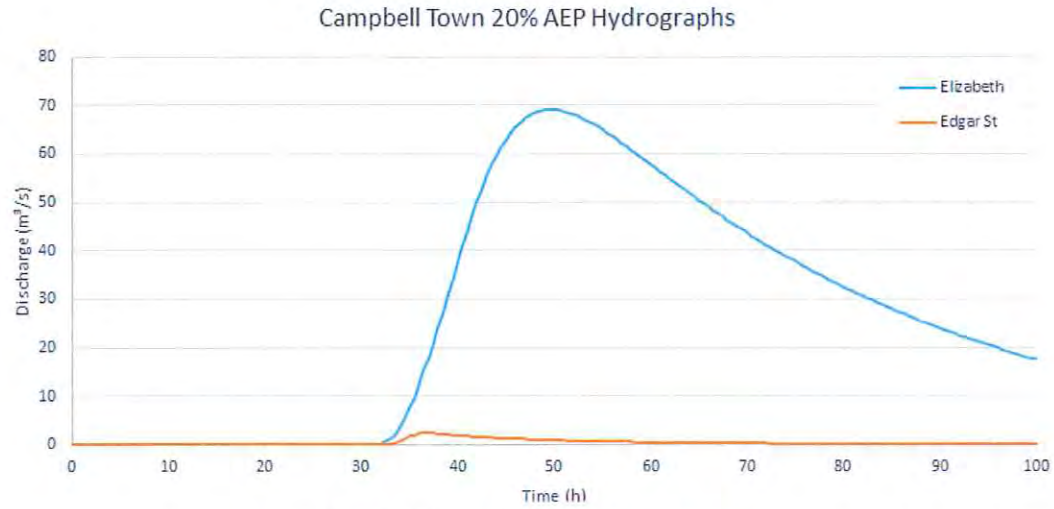


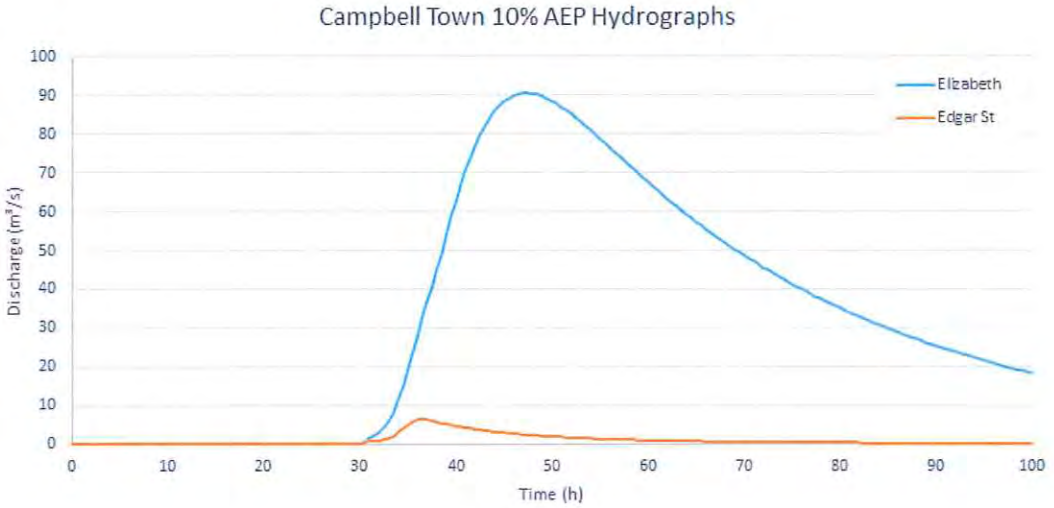

2009 Event Hydrographs
Discharge (m³/s)
Time after 9am 9/08/2009 (hours)
Macquarie US Ross
Tacky Creek
Ross Left Bank
Downs Creek
Macquarie DS Ross Pickup
Elizabeth
Edgar St
Macquarie DS Elizabeth
0
100
200
300
400
500
600
0
20
40
60
80
100
120
140
160

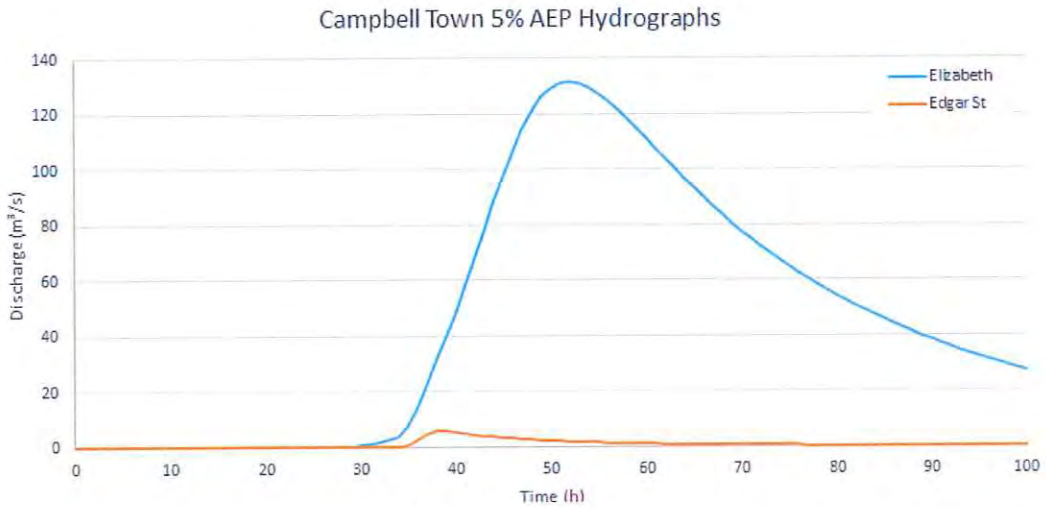
E Design flood hydrographs

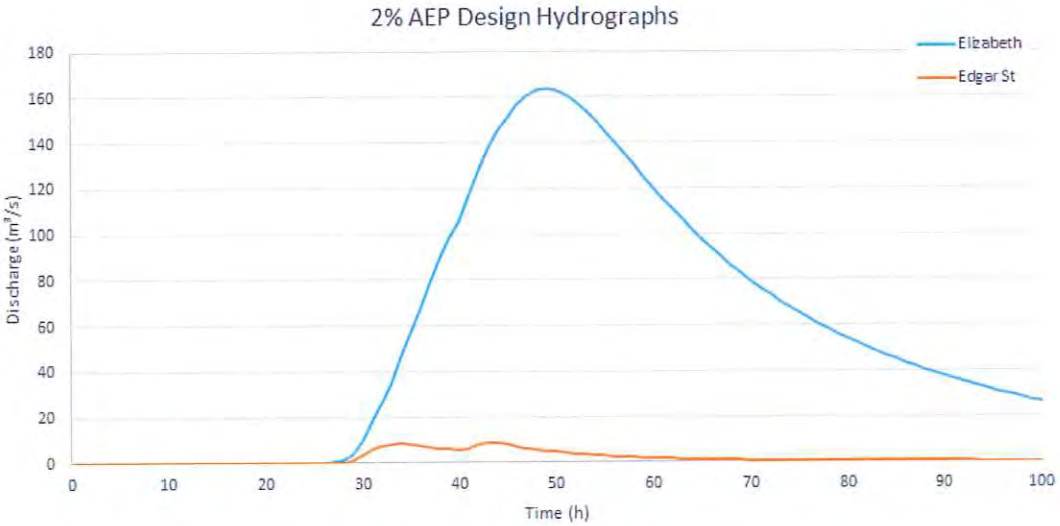
E.1 Campbell town design flood hydrographs

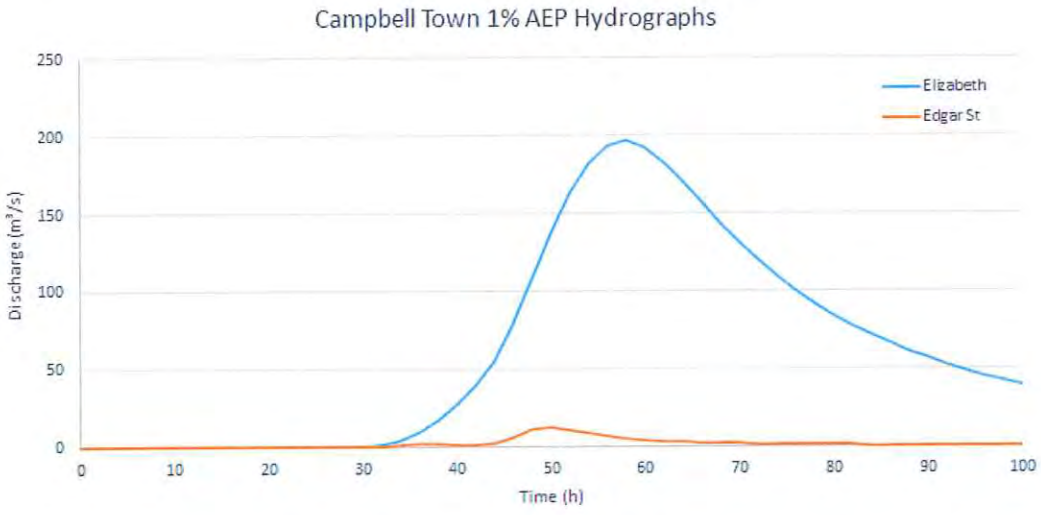


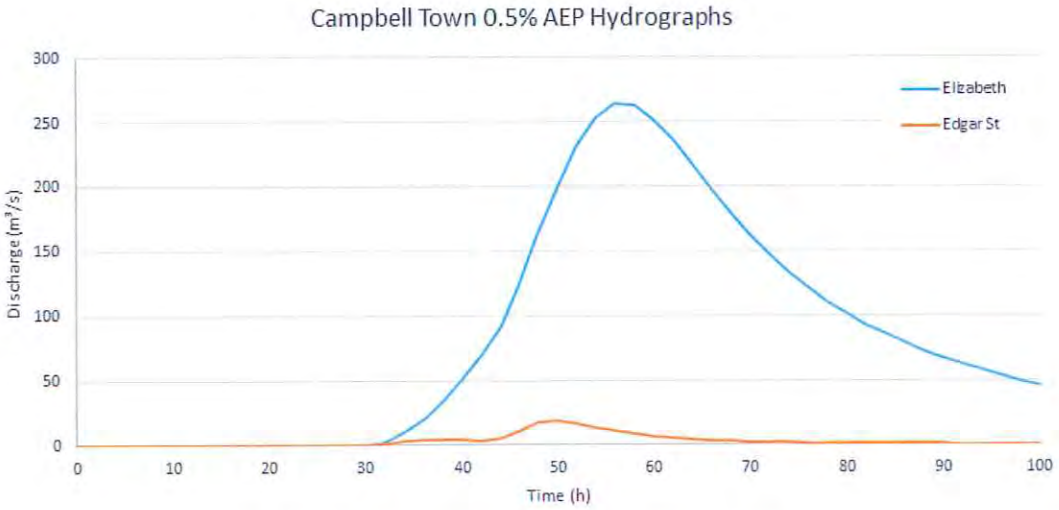

Campbell Town 20% AEP Hydrographs
Elizabeth
Edgar St
Discharge (m³/s)
Time (h)
0
10
20
30
40
50
60
70
80
90
100

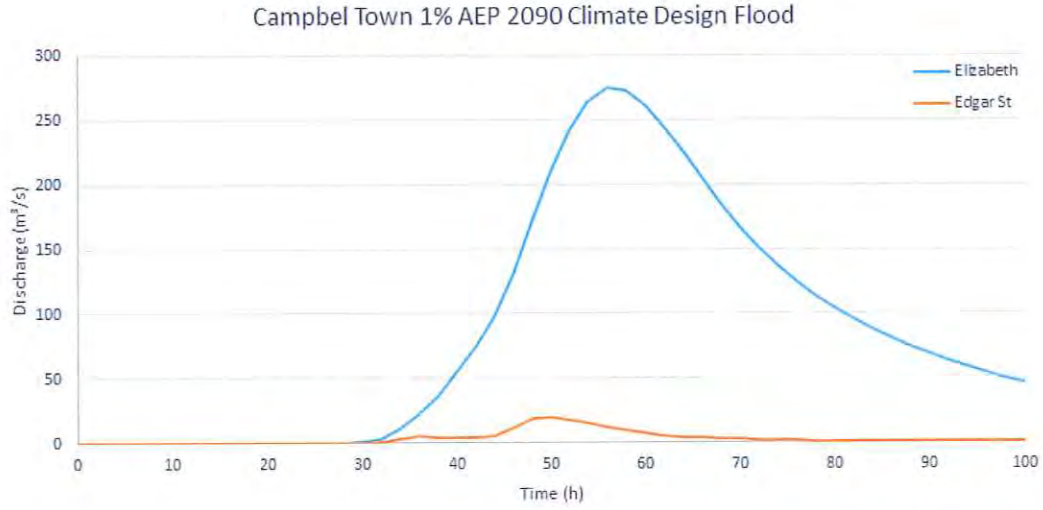

Campbell Town 10% AEP Hydrographs
Elizabeth
Edgar St
Discharge (m³/s)
Time (h)
0
10
20
30
40
50
60
70
80
90
100


Campbell Town 5% AEP Hydrographs
Elizabeth
Edgar St
Discharge (m³/s)
Time (h)
0
20
40
60
80
100
120
140
0
10
20
30
40
50
60
70
80
90
100


2% AEP Design Hydrographs
Elizabeth
Edgar St
Discharge (m³/s)
Time (h)
0
20
40
60
80
100
120
140
160
180
0
10
20
30
40
50
60
70
80
90
100

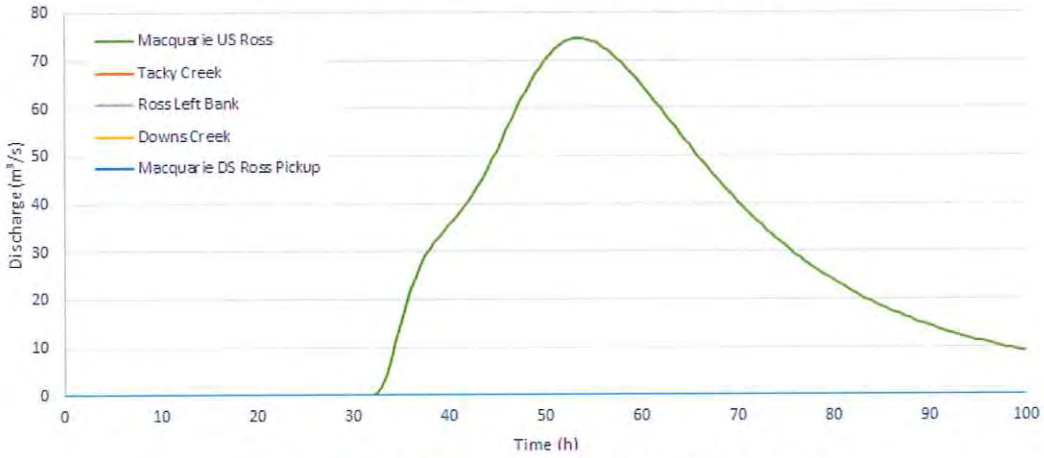

Campbell Town 1% AEP Hydrographs
Elizabeth
Edgar St
Discharge (m³/s)
Time (h)
0
50
100
150
200
250
0
10
20
30
40
50
60
70
80
90
100


Campbell Town 0.5% AEP Hydrographs
Elizabeth
Edgar St
Discharge (m³/s)
Time (h)
0
50
100
150
200
250
300
0
10
20
30
40
50
60
70
80
90
100

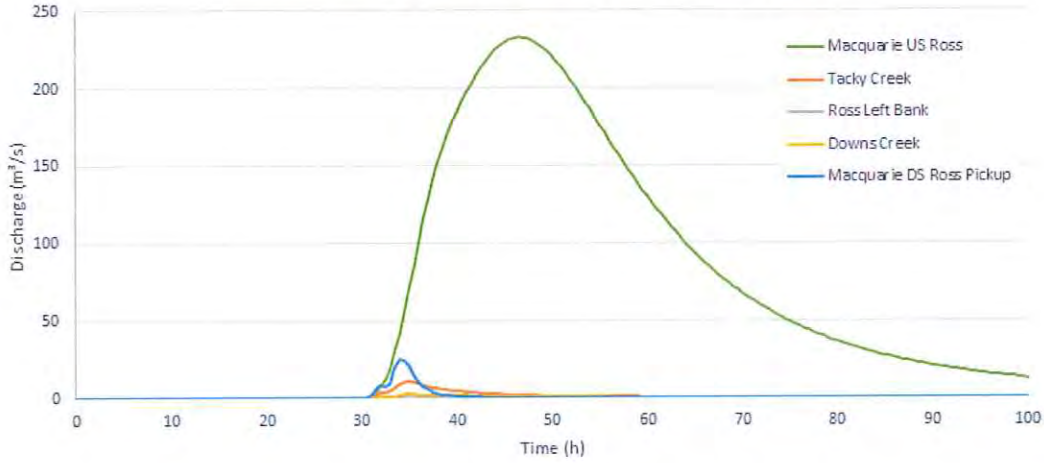

Campbel Town 1% AEP 2090 Climate Design Flood
Elizabeth
Edgar St
Discharge (m³/s)
Time (h)
0
50
100
150
200
250
300
0
10
20
30
40
50
60
70
80
90
100

E.2 Ross design flood hydrographs

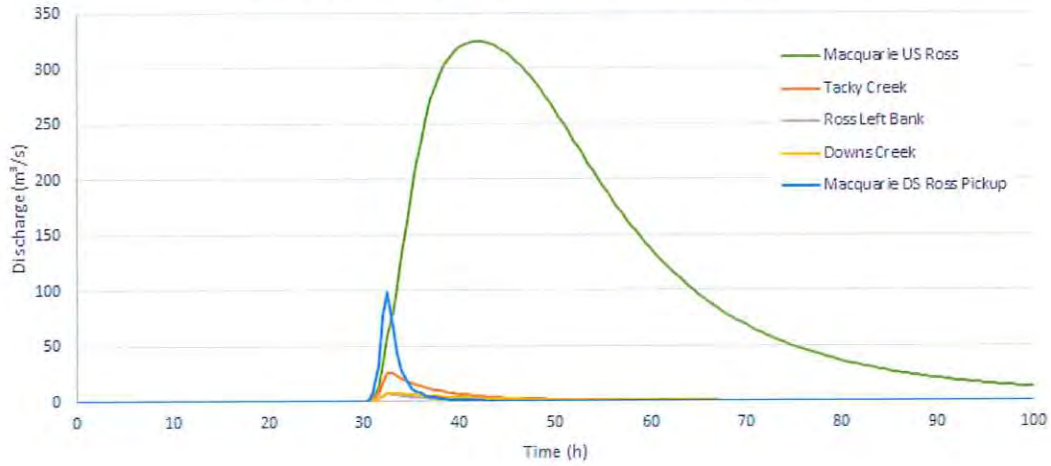
Macquarie River US Elizabeth River 50% AEP Hydrographs

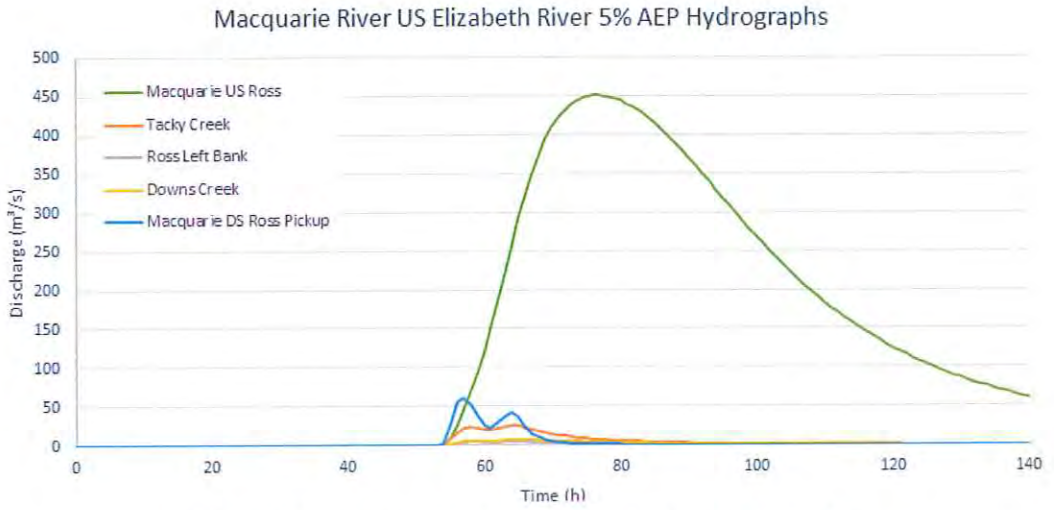


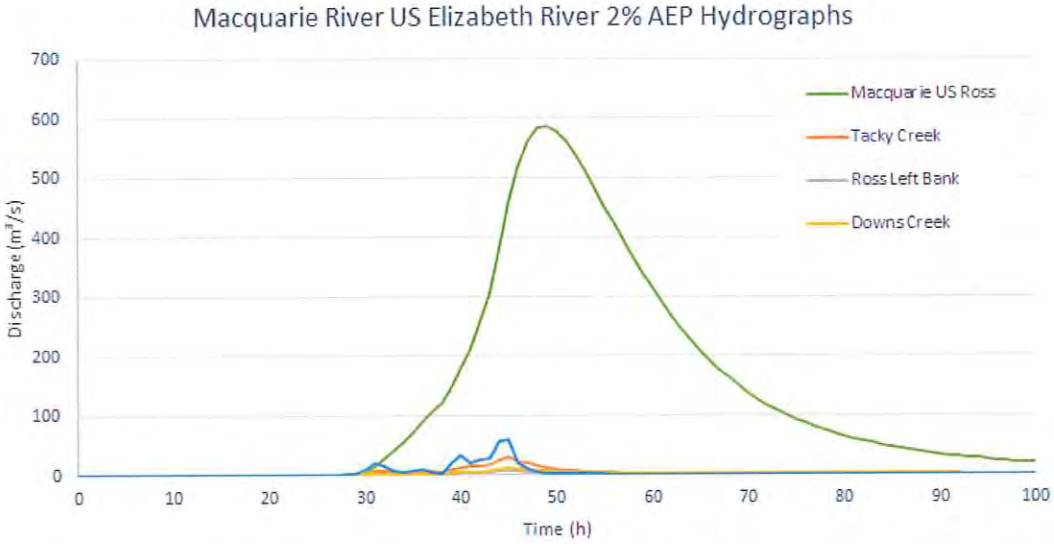
Macquarie River US Elizabeth River 20% AEP Hydrographs



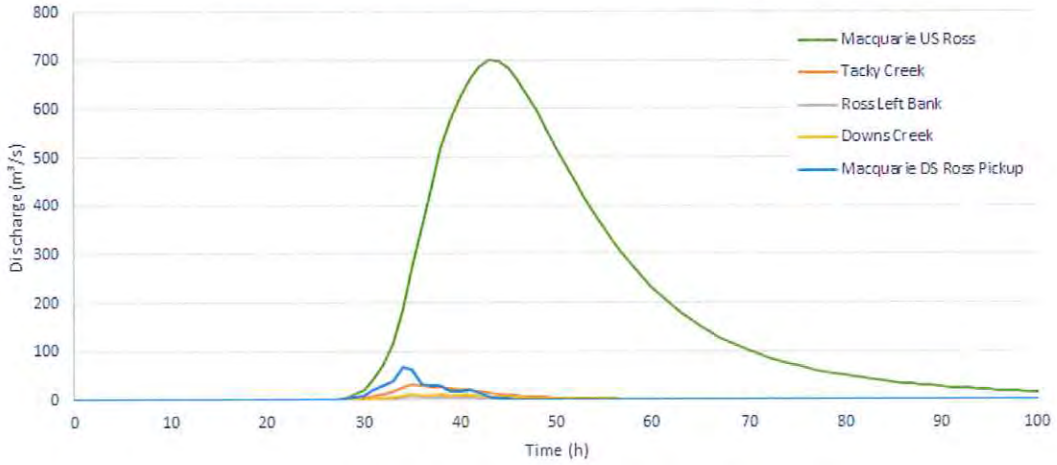
Macquarie River US Elizabeth River 10% AEP Hydrographs



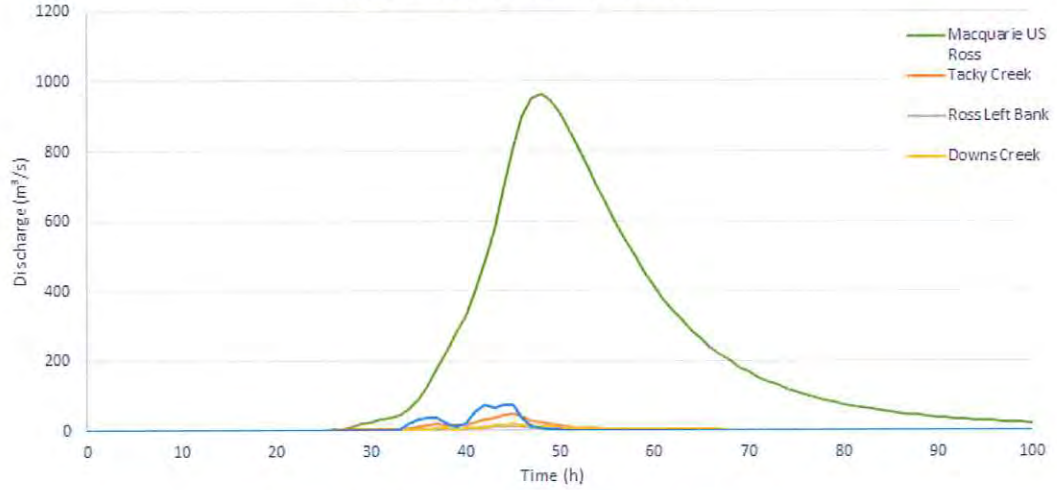

Macquarie River US Elizabeth River 5% AEP Hydrographs
Macquarie US Ross
Tacky Creek
Ross Left Bank
Downs Creek
Macquarie DS Ross Pickup
Discharge (m³/s)
Time (h)
0
50
100
150
200
250
300
350
400
450
500
0
20
40
60
80
100
120
140


Macquarie River US Elizabeth River 2% AEP Hydrographs
Macquarie US Ross
Tacky Creek
Ross Left Bank
Downs Creek
Discharge (m³/s)
Time (h)
0
100
200
300
400
500
600
700
0
10
20
30
40
50
60
70
80
90
100

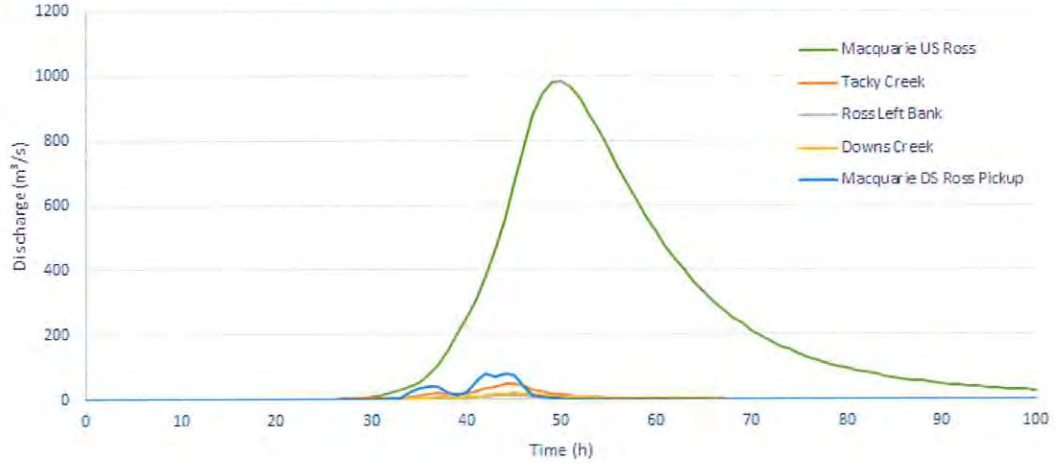
Macquarie River US Elizabeth River 1% AEP Hydrographs



Ross 0.5% AEP Design Hydrographs



Ross 1% AEP 2090 Climate Design Hydrograph



F Alternative climate change projections

Alternative estimates of climate change from ClimateAsyst (Pitt and Sherry, 2020) for Tasmania's Midlands region. From visual inspection, 24 hour rainfall bursts have ~15%-20% increase in rainfall intensity; 48 hour rainfall has ~30%-40% increase in rainfall intensity.

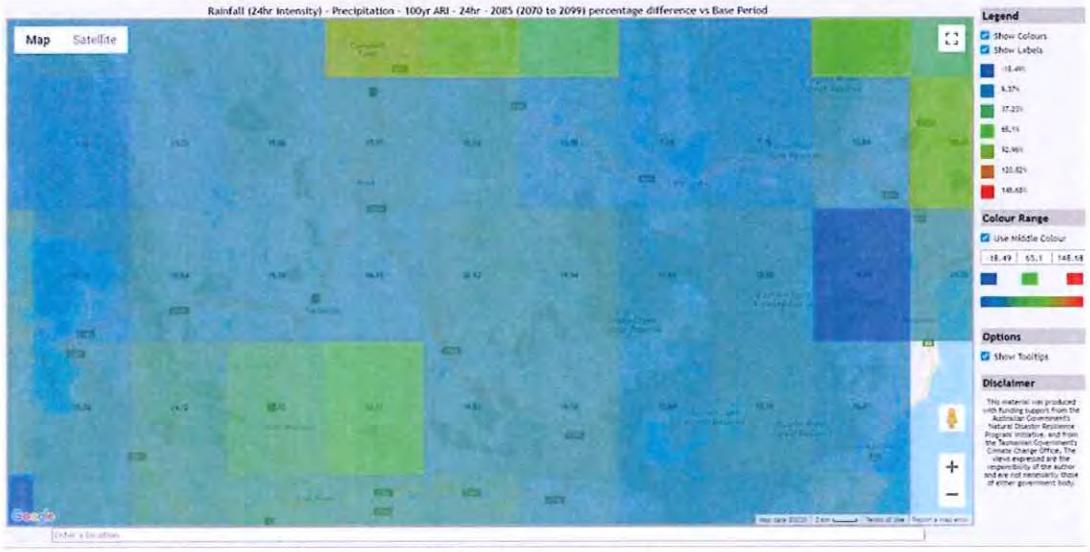


Figure F.1: ClimateAsyst estimates of increase in 1:100 AEP 24 hour duration rainfall intensity

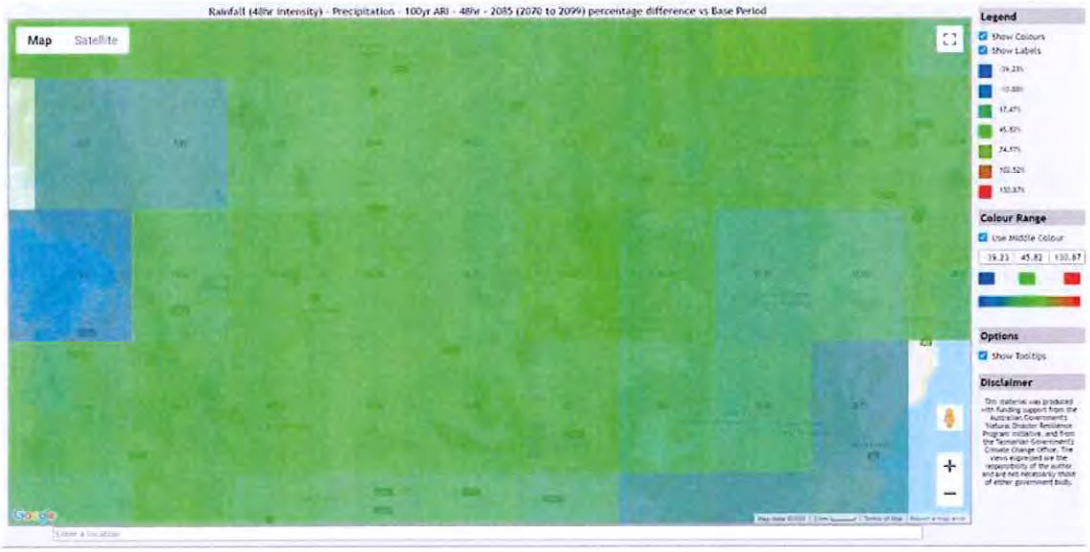


Figure F.2: ClimateAsyst estimates of increase in 1:100 AEP 48 hour duration rainfall intensity

G DPIPWE gauging station level readings

Table G.1: Australian Height Datum (AHD) offsets from zero gauge board level (pers. Comms M. Jack, DPIPWE Hydrographer, September 2020)

Site	Station ID	Elevation of zero gauge board reading (mAHD)
Elizabeth River at Lake Leake	18211	563.79
Macquarie River at Trefusis	18217	216
Macquarie River US Elizabeth	18313	169.27
Macquarie River DS Elizabeth	18312	157.32

Table G.2: Peak water levels for given calibration events (mAHD)

Site	Station ID	2009	2011	2016
Elizabeth River at Lake Leake	18211	565.365	565.188	564.026
Macquarie River at Trefusis	18217	220.585	220.377	220.336
Macquarie River US Elizabeth	18313	173.749	174.143	173.216
Macquarie River DS Elizabeth	18312	163.635	163.879	163.033

Appendix C Ross and Campbell Town and Hydrological Modelling report (Hydrodynamica)

ROSS AND CAMPBELL TOWN FLOOD PLAIN MAPPING

For Northern Midlands Council

May 2022

HYDRODYNAMICA
44 PENQUITE ROAD LAUNCESTON TAS 7250
T 04312 08450 E cameron.oakley@h-dna.com.au

HYDRODYNAMICA

Project: Ross and Campbelltown Flood Plain Mapping 2022

HYDRODYNAMICA

Authors: Steve Ratcliffe
Consulting Engineer
BSc(Hons) (Civil Eng.), Grad. Dip. App. Comp,
MEng (Water Resources), C.Eng. MICE.

DATE	NATURE OF REVISION	REVISION NUMBER	Author	REVIEWED/APPROVED
26/04/2022	Draft	0	Steve Ratcliffe	Cameron Oakley
09/05/2022	FINAL	1	Steve Ratcliffe	Cameron Oakley

CONTENTS

1. INTRODUCTION

Northern Midlands Council (NMC) commissioned Hydrodynamica to develop flood maps for Ross and Campbell Town. The maps are required to help identify flood zones for the Planning Scheme, inform development applications, and enhance NMC's Emergency Management system with regard to flood warning, response and recovery.

The flood maps have been generated by developing flood hydrographs, these were developed by Entura, and using them as inputs into a two dimensional (2D) hydrodynamic model.

2. HYDROLOGY

Entura were commissioned to develop the input hydrographs to the 2D hydrodynamic model. Their full report *Campbell Town and Ross Design – Hydrological Modelling* (Entura, 2020) is included in Appendix A. A few key abstracts are reproduced below. Italics are used to indicate Entura's authorship except for the embedded tables. Figures and Table numbers noted in italics in Sections 2.1 to 2.5 are those used in the Entura Report, and the non-italic notations are for the numerical continuity of this report.

2.1 CATCHMENT MODEL AND CALIBRATION

A semi-distributed rainfall-runoff model of the Macquarie and Elizabeth River catchments using RORB software. The model includes reservoir routing for Tooms Lake and Lake Leake. The sub-catchment breakup for this model is given in Figure 4.1 (Figure 1). *The subcatchment division has considered the following:*

- *Ensure sub-catchment outlets coincide with major confluences, dam outlets and gauging stations, and required hydrograph output locations (as described in Section 1.1)*
- *Adequate routing of main channel discharges*
- *To capture representative spatial distribution of rainfall*
- *Minimise variability in sub-catchment sizes as best as possible*

Considering these factors, it was decided not to divide local pickup catchments too much; given the substantial differences in catchment area between main channel and local pickup catchments, the flood contribution of local pickup catchments is expected to very minor. Dividing these into smaller subcatchments would not add value to subsequent modelling.

The model has been calibrated using recorded pluviograph data augmented by daily rainfall totals for the sites specified in Table 3.1.

Initial storage positions for Tooms Lake and Lake Leake have been set at full supply level (FSL). This assumption is conservative, and has been adopted since no operational storage data has been available. It is not an accurate representation for Lake Leake for two of the calibration events (2011 and 2016; see below for discussion on event calibration), as there is effectively zero recorded discharge for this event. This indicates that the catchment upstream of Lake Leake may have been particularly dry in the period leading up to that event, the lake may have been drawn down, or both of these conditions may have been true. The impact of this limitation is thought to be negligible on floods for Campbell Town.

Calibration has considered the four recorded flow gauges presented in Figure 3.2. Calibration has focussed on determining a single set of parameters (IL, CL, and the routing parameter Kc) across the whole of catchment for each event. The focus of the calibration has been to fit the recorded hydrographs at the Macquarie downstream of Elizabeth River site (18312). Other sites have been used as supporting information. Given that baseflows are so low (Section 3.1), they have not been considered in either event calibration or design modelling (Section 0).

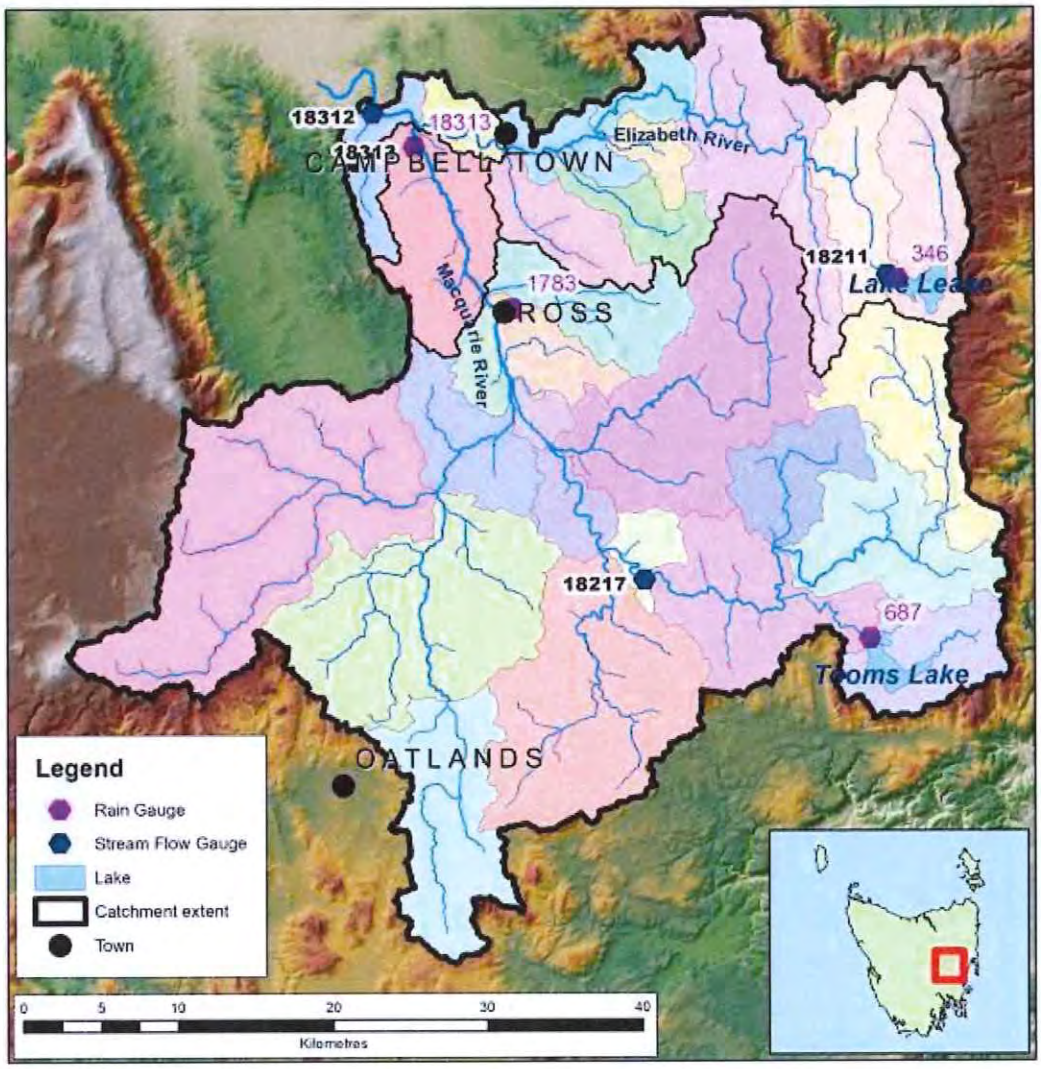


Figure 4.1: Subcatchment breakup of the Macquarie/Elizabeth River model; subcatchments are indicated by colour; study catchment areas have black outlines

Figure 1

The events used for calibration and their parameters are given in Table 4.1 **(Table 1).** *The catchment routing parameter m (channel routing non-linearity parameter) has been fixed at 0.8.*

Table 4.1: Events used for calibration and fitted parameters

Event date	Kc	IL (mm)	CL (mm/hour)
August 2009	55	20	0.4
August 2011	55	20	0.4
June 2016	55	20	3.0

Table 1

The calibration hydrographs indicate that the model has reasonable representation of catchment response to storm events at the primary gauging site (Macquarie River downstream of Elizabeth River, site 18212). The 2011 event has a higher recession curve in the observed record that is not represented in the modelled hydrograph. This may indicate some backwatering effect due to downstream control; referred to as hysteresis in the site's stage-discharge rating curve. This is not considered to be a major issue with respect to the model's event calibration.

The calibration results at Macquarie at Trefusis and Macquarie upstream of Elizabeth River appear to be generally acceptable. The performance at Elizabeth River downstream of Lake Leake is not as good. As discussed earlier, this may be attributed to drawdown in the lake. Given that the catchment area of Lake Leake is ~17% of Campbell Town, this is not considered to be a major concern.

The overall performance at sites across the catchments indicates that the model performance at the study locations (Ross and Campbell Town) is acceptable

2.2 DESIGN FLOOD MODELLING FOR CAMPBELL TOWN

Modelled peak flow quantiles for Campbell Town are given in Table 5.3 **(Table 3)**. *Reported peak discharges have been scaled using the factors given in Table 5.2* **(Table 2)**.

Table 5.2: At-site and modelled peak discharge quantiles at site 18312, with developed scaling factors

AEP (1:X)	At-site peak discharge (m^3/s)	Modelled peak discharge (m^3/s)	Scaling factor
2	87	41	2.13
5	267	144	1.86
10	409	264	1.55
20	543	387	1.40
50	696	630	1.11
100	794	844	1.00
200	876	1077	1.00

Table 2

Table 5.3: Modelled flood quantiles at Campbell Town

AEP (1:X)	Peak discharge (m^3/s)	Critical duration (hours)
2	25	12
5	70	12
10	93	12
20	133	24
50	169	24
100	202	36
200	275	36

Table 3

2.3 DESIGN FLOOD MODELLING FOR ROSS

Flooding at Ross may be impacted by backwatering from the Macquarie River downstream of Ross. Therefore, design rainfalls for Ross have been developed using the catchment area of Ross including this downstream pickup (to the same outflow location as Site 18313).

Modelled peak flow quantiles for Ross are given in Table 5.4 **(Table 4)**. *Reported peak discharges have been scaled using the factors given in Table 5.2* **(Table 2)**.

Table 5.4: Modelled flood quantiles at Ross

AEP (1:X)	Peak discharge (m^3/s)	Critical duration (hours)
2	54	12
5	211	12
10	298	12
20	412	24
50	533	24
100	654	24
200	882	24

Table 4

2.4 HYDROGRAPH OUTPUT LOCATIONS

Hydrographs have been supplied for use in hydraulic flood modelling. Hydrograph output locations are given in Table 5.5 **(Table 5)** *and Figure 5.2* **(Figure 2)**. *'Total' hydrographs include inflow from all upstream sub-catchments. 'Local' hydrographs only have flow for the listed sub-catchment.*

Table 5.5: Hydrograph outflow locations (coordinates in GDA 94, MGA Zone 55)

Location	Catchment area (km^2)	Type	Purpose	Easting	Northing
Elizabeth	400.5	Total	Campbell Town	541376	5357759
Edgar St	44.7	Local	Campbell Town	541176	5356814
Macquarie US Ross	1544.3	Total	Ross	541441	5342566
Downs Creek	32.6	Local	Ross	540871	5347781
Tacky Creek	56.9	Local	Ross	540391	5348864
Ross Left Bank	18.0	Local	Ross	539691	5346954
Macquarie DS Ross Pickup	82.8	Local	Ross	534960	5358684
Macquarie DS Elizabeth	1972.6	Total	Verification	532432	5359862

Table 5

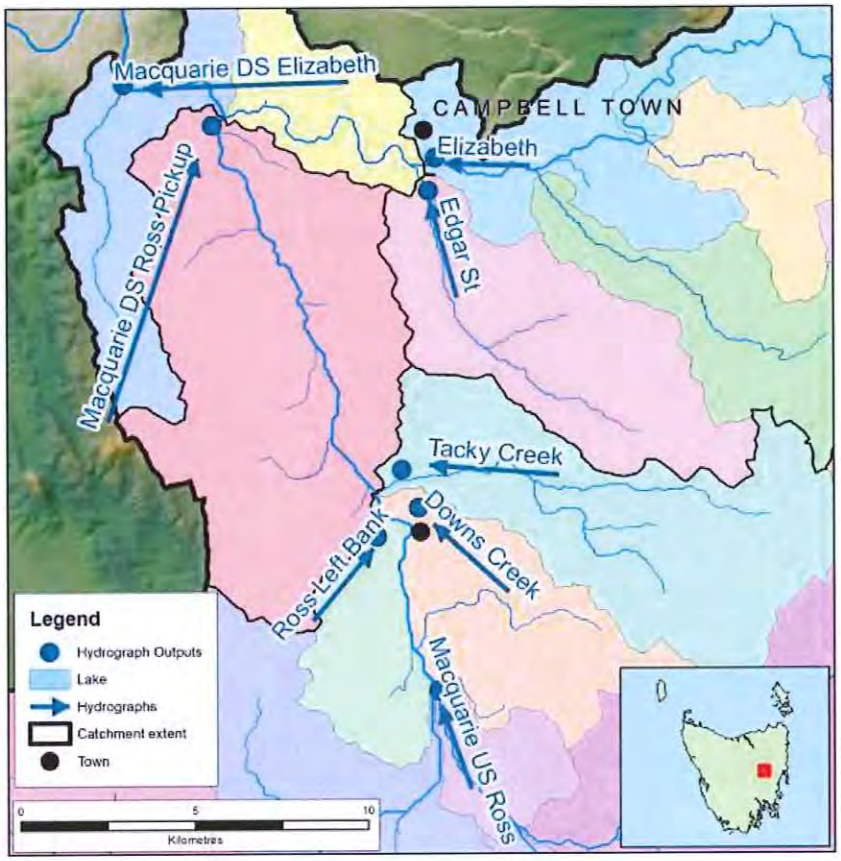


Figure 5.2: Hydrograph outflow locations

Figure 2

2.5 CLIMATE CHANGE

Australian Rainfall and Runoff (Ball, et al., 2019) provides estimates of rainfall intensity changes due to climate change, based on projected temperature increases. These are provided through the Australian Rainfall and Runoff Data Hub (Engineers Australia, 2020).

For the study region, interim climate change factors have been obtained using the RCP 8.5 scenario for the year 2090 (the maximum outlook window available). This scenario projects a 3.09 °C temperature increase resulting in a 16.3% increase in rainfall intensity.

For the Macquarie/Elizabeth catchment, the ClimateAsyst data (Pitt and Sherry, 2020) indicates a 15% - 20% increase in rainfall intensity for the 1:100 AEP 24 hour storm

bursts to 2100. The 48 hour storm bursts indicate a 30%-40% increase in rainfall intensity. There was considerable spatial variability in these estimates across the catchment (Appendix 0). Projections of climate change on rainfall intensity estimates are considered to have a high degree of uncertainty. This spatial variability may be due to orographic effects.

Various sources vary in their estimates of the impact of climate change on rainfall intensity. For this study, the estimates from Australian Rainfall and Runoff have been adopted.

This factor has been applied to the 1% AEP rainfall depths, which were routed through the flood model. The resulting hydrograph peaks are presented in Table 6.1 **(Table 6).**

Table 6.1: Peak discharges under climate change

Location	AEP	Current climate peak discharge (m^3/s)	Future climate peak discharge (m^3/s)	Increase	Critical duration (hours)
Ross	1%	794	949	20%	24
Campbell Town	1%	202	287	42%	36

Table 6

The resulting increase in discharge peak is a result of the interaction of design rainfall depth, spatial pattern, temporal pattern, and losses; hence, the increase in peak discharge is not the same as the increase in rainfall depth.

Entura provided design flood hydrographs for a range of design storm durations and AEPs (specifically 20%, 10%, 5%, 2%, 1%, 0.5%) and 1% AEP for Campbell Town and Ross. Flood hydrographs were also provided for the 2009, 2011 and 2016 floods for 2D model calibration purposes.

3. HYDRODYNAMIC MODEL OVERVIEW

In this study flood maps have been produced using two-dimensional (2D) analysis for flood impacts for the 1% AEP and climate change 1% AEP flood scenarios.

The model chosen for the analysis was the ISIS2D hydrodynamic model. The software has two different analytical engines available:

- The Alternating Direction Implicit (ADI) was employed to calculate the 100 year current and 100 year Climate Change flood surface through the application of hydrographs generated by RORB.
- The Total Variation Diminishing scheme (TVD) can be applied to steep catchments and dam break analysis but has not been employed on this project.

Both ADI and TVD solve the Saint-Venant equations, representing conservation of mass and momentum; the difference is that the ADI solver is designed for sub-critical flows, and the TVD solver is capable of modelling both sub and super critical flows. The TVD solver is ideally suited to situations where supercritical flows are likely to occur, and modelling these accurately is important. Examples are in modelling dam breach, very steep catchments, or flow down spillways.

The 2D model domain was set up with 4 metre square grid for Campbell Town and 5 metre for Ross and most of the most bridges were represented as 1D embed elements. Where bridges do not overtop, they can be represented by a gap in the embankment. The highway bridge at the bottom end of the Ross model has been represented as a slot, linked 1D elements in the 2D domain represented all the other openings.

The model time-step is partially determined by the grid size and the velocity of flow, the Courant Number describes the condition that should be met which is described below. For Campbell Town we used a 0.5 second time-step for the 2D model and 0.5 second time-step for the linked 1D model, and 1 second in each model for Ross.

3.1 MODEL HEALTH & COURANT NUMBER

In mathematics, the Courant–Friedrichs–Lewy (CFL) condition is a necessary condition for convergence while solving certain equations numerically by the method of finite differences. It arises in the numerical analysis of explicit time integration schemes, when these are used for the numerical solution. As a consequence, the time step must be less than a certain time in many explicit time-marching computer simulations, otherwise the simulation will produce incorrect results.

In the two-dimensional case, the Courant number (CFL condition) is described by:

$$C = \frac{u_x \Delta t}{\Delta x} + \frac{u_y \Delta t}{\Delta y} \leq C_{\max}$$

In ISIS2D the program authors recommend that under Alternating Direction Implicit (ADI) simulation approach the Courant Number does not exceed a value of 8 for the majority of the time.

Figures 3 and 4, show the plots of Courant number versus time in seconds for the 100 Year flood simulation for current conditions. The Courant number does not rise above 5 for Ross 1.4 for Campbell Town, out of 100000 seconds where the time step was 1 and 0.5 seconds. Both models can be considered to be healthy and stable. Campbell Town is smoother as it used a 0.5 second time step compared to 1 second at Ross, a compromise adopted to avoid excessive run time on the Ross model which is larger.

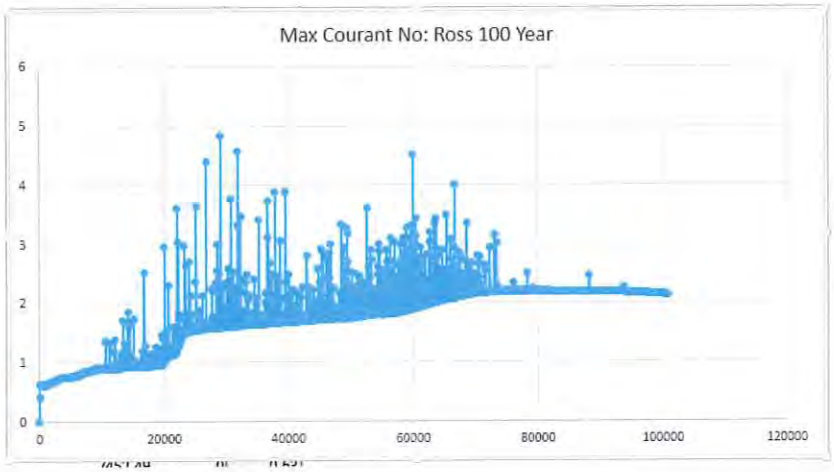


Figure 3. Maximum Courant No. 1% AEP Flood Simulation Ross

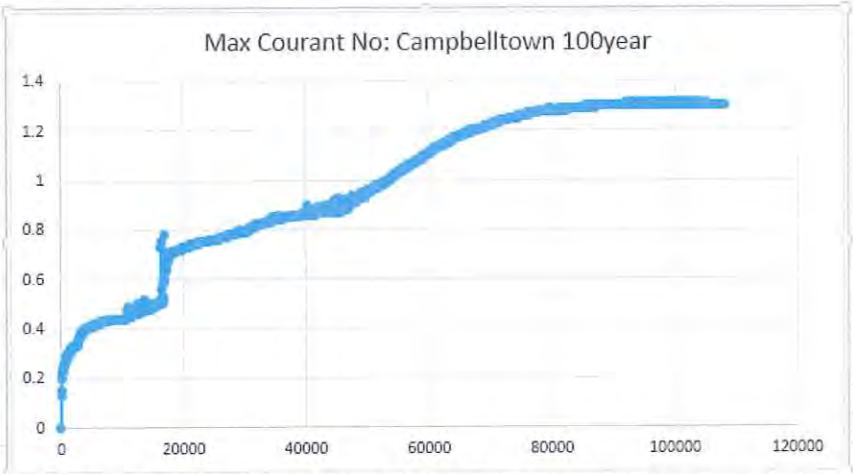


Figure 4. Maximum Courant No. 1% AEP Flood Simulation Campbell Town

3.2 CATCHMENT ROUGHNESS & MODEL CALIBRATION

In both one dimensional and especially 2D modelling the critical parameters in the calibration of a model are the floodplain hydraulic roughness represented by Manning's 'n' representing the surfaces and vegetation types present on the flood plain.

To achieve a calibration, it is also preferable to have captured peak flood levels along the waterway for a flood event of known discharge. For the Elizabeth River at Campbell Town and the Macquarie at Ross, letters were sent out by Council to all properties in or close to the expected flood footprint. Unfortunately, the response for observations was limited and ultimately not particularly useful in terms of peaks elevation values or in the timing of the observations.

After discussions with Council Officers, Leigh McCullagh provided the best post flood intelligence. He had taken a series of photographs relating to the first peak of the Campbell Town major flood in 2009. As can be seen In Figure 5 this event was only in the order of 67 m^3/sec.

The estimated flood plain roughness values were derived from model calibration to the 2009 flood. The roughness parameters adopted for Ross and Campbell Town are as shown in Table 7. It will be noticed that the Campbell Town parameters are rougher than those estimated for Ross. This is probably due to the fact that the peak flood levels recorded for Campbell Town are associated with a smaller first peak of 67 m^3/sec compared to 493 m^3/sec at Ross.

This very probably implies that the river channel roughness at Campbell Town played a more significant role in determining model roughness than at Ross where the flood plain roughness would be more dominant.

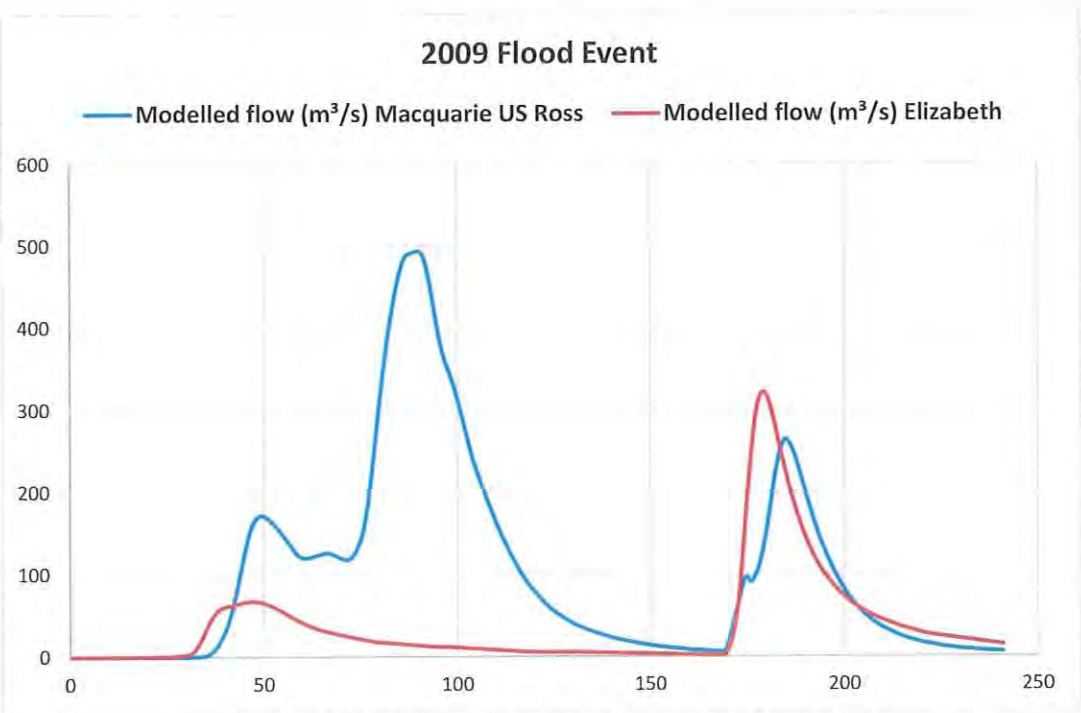


Figure 5. 2009 Event Modelled Flows at Campbell Town

Land surface	Manning's n @ Ross	Manning's n @ Campbell Town
Pasture	0.021	0.035
Trees and scrub	0.1	0.15
River	0.021	0.035

Table 7. Adopted roughness parameters

Tables 8 and 9 and Figures 6 and 7 show the observed and modelled flood surface observations. For Campbell Town the difference is small varying from 0.03 to 0.25 metres.

For Ross the calibration was not as good especially at the Ross Bridge although at the most downstream and upstream observations the surfaces are very close 0.06 and 0.10 metres respectively. There would appear to be a problem with the bridge. This may be due to significant scour occurring during floods or poor data. The best way to improve this is to gather more flood elevation data over a range of flows.

Order (Downstream to Upstream)	Chainage	Observed Levels (m AHD)	Modelled Levels (m AHD)	Difference (m AHD)
1	0.00	187.69	187.62	-0.07
2	20.56	187.62	187.73	0.11
3	31.80	187.82	187.77	-0.05
4	313.62	188.85	188.75	-0.09
5	319.21	188.84	188.75	-0.09
6	354.74	188.75	188.78	0.03
7	922.64	190.52	190.76	0.25

Table 8. Campbell Town Calibration

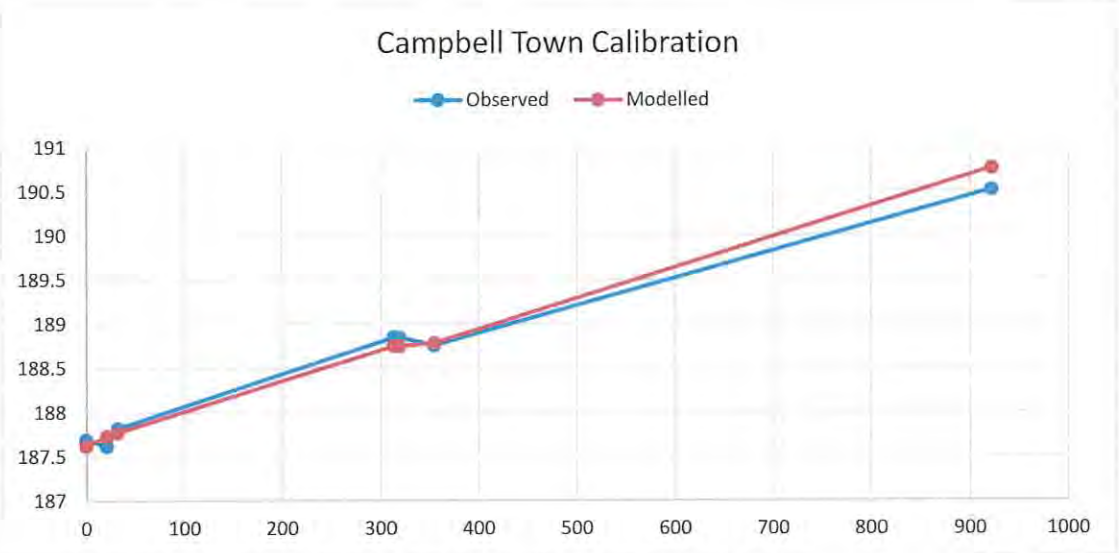


Figure 6. Campbell Town Calibration

Order (Downstream to Upstream)	Chainage	Observed Levels (m AHD)	Modelled Levels (m AHD)	Difference (m AHD)
1	0.00	178.98	179.04	0.06
2	16.30	178.99	179.05	0.06
3	135.81	179.16	179.70	0.54
4	140.86	179.39	179.69	0.30
5	152.78	179.29	179.69	0.40
6	174.85	179.28	179.69	0.41
7	656.64	179.85	179.95	0.10

Table 9. Ross Calibration

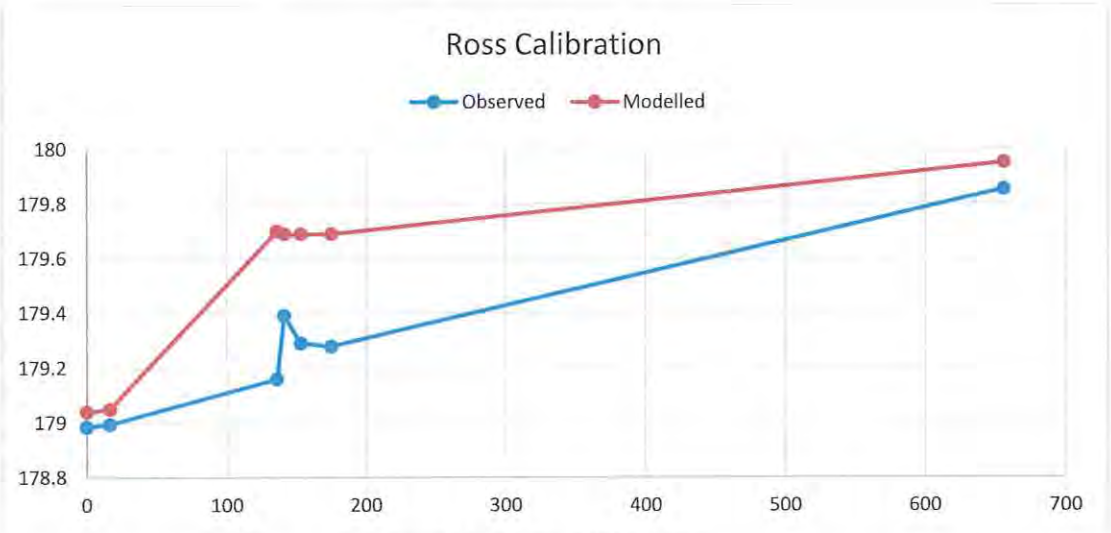


Figure 7. Ross Calibration

At the Red Bridge at Campbell Town, we allowed about a 20% increase in bridge waterway area to account for scour. At Campbell Town this appeared to work very well.

At Ross a trial run was carried out with a 4 metre grid and 0.5 sec time step and the bridge waterway was increased to 130 m^2. This produced very similar flood level at the upstream and down-stream observed locations 1 and 7 on Table 9, but at the bridge it dropped the level by 0.19 metres. We could have increased the waterway area further but we have no evidence that such significant scour actually occurs. To avoid excessive run times for the final model runs we used the 5 metre grid and a 1 sec time step, and no increase was applied to the bridge waterway area.

In practical terms this means the flood levels in the vicinity of the stone bridge at Ross may be a little high for the 100 year and 100 year climate change floods. It should be noted that the bridge by-passes over the causeway before the bridge soffit is reached.

3.3 INITIATIVES TO IMPROVE CALIBRATION & AID EMERGENCY MANAGEMENT

At the present time there is insufficient reliable captured flood peak data to warrant further effort at refining the calibration. However, if new accurate flood peak data could be captured for large floods of say 100 to 200 m^3/sec at Campbell Town, and 300 m^3/sec and above at Ross, an improved calibration would be possible. To facilitate this aim we recommend the following actions:

1. Council should record all future flood peak levels at strategic locations in both Campbell Town and Ross say 2 Km below and 1 Km above the urbanised areas as minimum. To facilitate this, we recommend the installation of flood staff gauges

set in the vertical envelope of flood levels predicted by the model at appropriate locations and all bridges.

2. The flood gauges should have a datum tied to AHD so that observations can be made by Council and emergency services personnel and converted to AHD without the need for specialised terrestrial survey. We suggest Council explore data capture during events with the SES to expand the number of observers available and commission post flood debris surveys.

3. Dye stick recorders could also be attached to the staff gauges. These consist of a stick coated in water soluble dye housed in a perforated tube. The idea being that flood waters enter the tube dissolves the dye and thus the peak level is captured for Council staff to record after the flood.

4. The advantage of these is that they are a cheap addition to the gauge staffs and the disadvantage from our experience is that they only work about 50% of the time but for night time and out of hours floods they can still be very useful.

5. Electronic ultrasonic level sensors could also be attached to the bridges, if linked to SCADA this can give emergency management personnel valuable live data on flood levels and also indicate if the water is rising or falling. The modelled flood levels can be used to locate these so that they do not become submerged during floods.

6. It would also be interesting and possibly useful to investigate scour depths at the bridges soon after large floods. It has been theorised that peak bridge scour only exists during a flood and the scour hole is partially and perhaps substantially in filled on the receding leg of the hydrograph. A section taken through the bridge arch captured by a dual frequency echo sounder linked to a GPS may tell us more. However, this could only be carried out in safety after the flood had substantially receded.

3.4 FLOOD MAPPING

The principal objective of this study was the production of flood maps using two-dimensional (2D) analysis to delineate the flood surfaces for the:

- 5 % AEP or 20 Year Flood median probability Flood
- 2 % AEP or 50 Year Flood median probability Flood
- 1 % AEP or 100 Year Flood median probability Flood
- 1 % AEP Climate Change or 100 Year Climate Change

The resulting maps are provided in Appendix B and the surfaces will be made available electronically in ASCII format.

The maps show the extent of floods likely to be experienced in up to 1% AEP Climate Change event for the median or 50% probability; it is based on flows shown in Table 10. The table shows the peak values taken from the hydrographs supplies by Entura for input into the 2D hydrodynamic model:

AEP	ARI (Years)	Average Peak Flood Discharge from Flood Frequency Analysis & Modelling (m^3/s)	
		Ross (Macquarie U/S of Ross)	Campbell Town (Elizabeth U/S of Campbell Town)
5	20	451	131
2	50	587	164
1	100	700	197
1% CC	100 CC	984	275

Table 10. Peak flood discharges taken from Entura input hydrographs on main rivers

The maps may be used for emergency management assessments as the best information available at the time of publication. For general purposes the 1% CC, 5%, 2%, 1% AEP flood levels can be described here as the median flood discharge value +/- 0.5 metres; users may also be able to access the GIS flood layers if authorised by Council's senior officers.

3.4.1 PROBABILITY OF FLOOD MAGNITUDE BEING EXCEEDED

An AEP or annual exceedance probability is the probability on average that a given flood height will be equalled or exceeded in any one year. Another term is ARI or Average Recurrence Interval; this is the average period between events of a nominated size. Table 11 shows the chance of a given AEP event occurring in a nominated period:

AEP	20 Year Period	50 Year Period
5% (20 Year ARI)	64%	92%
2% (50 Year ARI)	33%	64%
1% (100 Year ARI)	18%	39%
0.5% (200 Year ARI)	10%	22%

Table 11. Probability of flood magnitude being exceeded in a 20 or 50 year period

3.4.2 FLOOD DISCHARGE VALUES

Table 10, summarises the peak flood discharge flow values in m^3/sec in the Elizabeth and Macquarie Rivers, derived by Entura for Campbell Town and Ross respectively that were used in the modelling.

Hydrographs were generated using the RORB model for input into the hydraulic model. 'CC' denotes the climate change discharge estimate (for 2085) for the 1% AEP flood. Seven major sub-catchment outputs of RORB were used as inputs to the hydrodynamic model to generate a flood surface for this map. Table 12 identifies the input locations and catchment size associated with the hydrographs actually used in the 2D Hydrodynamic model:

Location	Catchment Area (km^2)	Easting	Northing
Elizabeth	400.50	543640	5357606
Edgar	44.70	541256	54355729
Macquarie u/s Ross	1544.30	541268	5342568
Downs Creek	32.60	5424256	5346590
Tacky Creek	56.90	542735	5348683
Ross Left bank	18.00	540363	5345299
Macquarie d/s Ross Pickup	82.60	537567	5351966

Table 12. Location of 2D Model Inflow Boundaries

It should be noted that the AEP or ARI associated with a particular discharge will change with time, due to additional recorded data altering the flood frequency estimate or through climate change.

The flood level associated with a particular discharge and depicted on the maps will only change, however, if flood plain conditions change as a result of flood plain modification, vegetation increase or decrease or further calibration data becoming available.

Further calibration data for peak flood levels with an associated peak flow estimates from a gauging station could produce different modelled levels.

3.4.3 FLOOD SURFACES

Flood surface levels can be determined from direct measurement by surveying the levels in the aftermath of a flood and then assigning an AEP to the flood surface, or by hydraulic modelling with a hydrodynamic model. Both approaches require flood frequency analysis (FFA) or hydrological modelling to determine the flood AEP.

Figure 8 is taken from the final map for Campbell Town. It shows both the 1%, 2%, 5% AEP's and 1% AEP Climate Change flood surfaces.

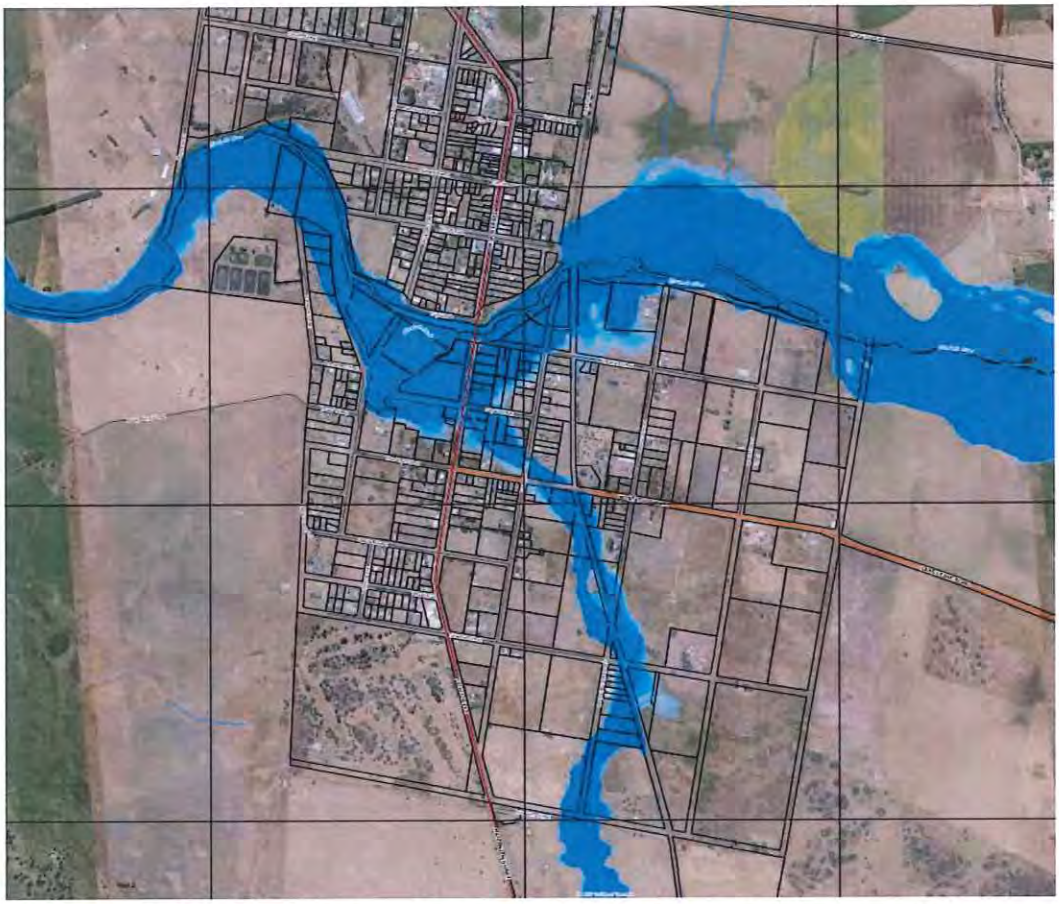


Figure 8. 1%, 2%, 5% AEP and 1% AEP Climate Change Flood at Campbell Town

Hopefully Council will continue to refine the map as more information becomes available, but for now this is the best estimate available for the various flood surfaces.

3.4.3 BRIDGES & CULVERTS

This section describes the manner in which bridges and culverts near Ross and Campbell Town were represented in the model. Two bridges, the Rail Bridge upstream of Campbell Town and the major Highway Bridge downstream of Ross were modelled as gaps in the 2D model.

The culverts along Downs Creek were also modelled as gaps. In this case the flows along Downs Creek did not represent recurrence interval of the main Macquarie River due to differing critical rain durations. If we had run the 1% AEP event in Downs Creek

to coincide with the 1% AEP in the Macquarie the flood surface in the lower part of Downs it would have exceeded the 1%AEP. Consequently, so that Down Creek flood levels would represent the 1% AEP, event we imported the flood footprint for Downs from a previous study.

The other bridges and culverts were modelled as 1D orifices in a 1D model linked to the 2D domain via link lines. Table 13 below shows the details of the bridges:

Bridge No / Description	Height (m)	Width (m)	Area (m^2)	Invert (m AHD)	Causeway level (m AHD)	Soffit (m AHD)
B5330 Tacky Creek c1996	2.135	6.1	13.02	179.75	183.28	181.89
B5341 Stock Underpass c1969	3.05	3.05	9.30	177.68	181.67	180.7
B5303, Macquarie Br modelled as a gap 192m	3.63	192	697	176	181.66	179.6
B5342, Hwy Culvert c1969	1.83	7.32	13.40	177.06	181.45	178.9
B5426, Hwy Culvert	3.05	3.05	9.30	177.44	181.1	180.5
B3225, The Ross arched Bridge	2.3	175	108.9	177.3		
B3245, Elizabeth River flood Opening No3	1.15	7.32	8.42	188.06	189.77	189.2
B13B9, Elizabeth River flood Opening No2 c1972	2.05		4.54	187.1	190.18	189.2
B1387, Elizabeth River flood Opening No1 c1973	2.05		4.54	187.65	190.78	189.7
B1349, The Red Bridge	5.72		88.6	185.7	191.42	190.3
The Rail Bridge modelled as a gap						

Table 13. Principal Dimensions of Bridges used in 1D Model Linked to 2D Domain

The cross section along the stone Bridge causeway at Ross is of some interest. Figure 9 shows that the bridge parapet is not overtopped despite the arches only having a nominal waterway area of 108.90 m^2. The flood waters start to bypass the bridge over the approach causeway long before the parapet is reached. The bridge parapet is shown as a red line:

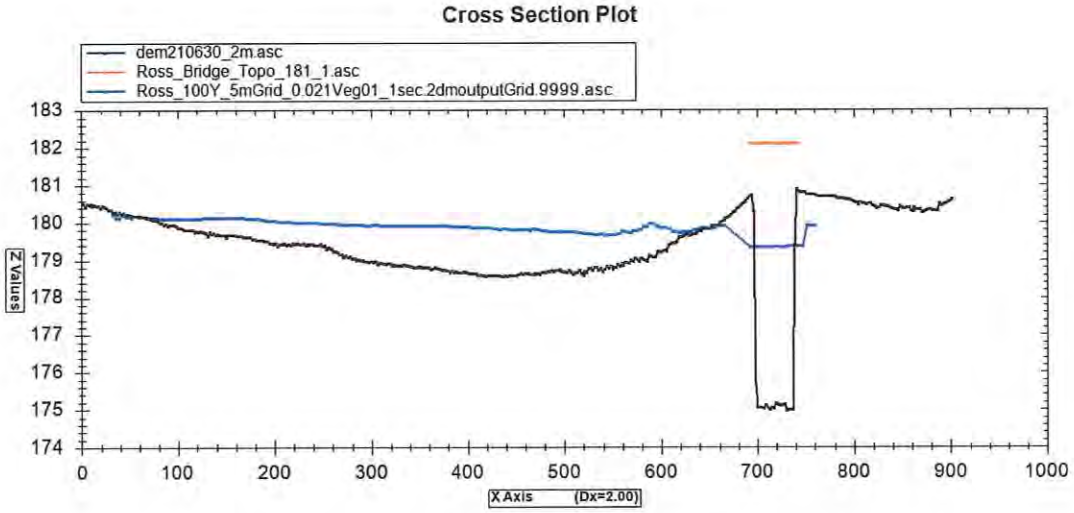


Figure 9. Cross Section Ross Stone Bridge Causeway

At Campbell Town overtopping of the Midland Highway, which passes over the Red Bridge as shown in Figure 10, only occurs in the 1% Climate Change flood. This occurs on a section of the highway 150m to 250m south of the Red Bridge. The depth of flow about 170mm based on a causeway spot height of 189.76m AHD and a flood height of 189.93m AHD. The Red Bridge remains dry.

Flows in the Elizabeth River exceeding 196 m^3/sec are therefore likely to inundate the highway. 0.5% AEP flood discharge is 263 m^3/sec and the 1% AEP CC is 274 m^3/sec.

Figure 10. Campbell Town under the 1% Climate Change, Floodwaters ass over Midland Highway

4. CONCLUSIONS, FINDINGS & RECOMENDATIONS

Based on the historical data available the calibration of the hydrodynamic model for Campbell Town is considered reasonable. The calibration for Ross is considered to be satisfactory until further spatial flood peak data can be acquired. If new accurate flood peak data could be captured for large floods, which exceed 100 to 200 m^3/sec at Campbell Town and 300 m^3/sec and above at Ross, an improved calibration may be possible.

1. It is recommended that the flood maps produced by this study are incorporated into the Northern Midlands Council Planning Scheme and are adopted to aid and facilitate emergency management.

2. To predict and measure the impacts of floods we recommend the collection of individual residential and commercial floor levels of critical infrastructure to be associated with the property address and as a GIS layer. These can be combined with the flood map data for planning assessments and for emergency management purposes with respect to flood warning and response.

3. Council should record all future peak flood levels at strategic locations in both Campbell Town and Ross. To facilitate this, we recommend the installation of flood staff gauges set in the vertical envelope of flood levels predicted by the model at appropriate locations. The flood gauges should have a datum tied to AHD so that observations can be made by Council and emergency services personnel and converted to AHD without the need for specialised terrestrial survey.

4. We suggest Council explore data capture during events with the SES to expand the number of observers available and commission post flood surveys as soon as possible after the flood.

5. Dye stick recorders could also be attached to the staff gauges. These consist of a stick coated in water soluble dye housed in a perforated tube. The idea being that flood waters enter the tube dissolves the dye and thus the peak level is captured for Council staff to record after the flood. The advantage of these is that they are a cheap addition to the gauge staffs and the disadvantage from our experience is that they only work about 50% of the time but for night time floods they can still be very useful.

6. Electronic ultrasonic level sensors could also be attached to the bridges, if linked to SCADA this can give emergency management personnel valuable live data on flood levels and also indicate if the water is rising or falling. The modelled

flood levels can be used to locate these so that they do not become submerged during floods.

7. An investigation into the amount of scour at the two stone bridges would also be helpful in providing data for future modelling.

5. REFERENCES

1. Australian Rainfall & Runoff 1998 & 2016, Institution of Engineers Australia.
2. Campbell Town and Ross Design Flood Hydrological Modelling (Entura, 2020)
3. Courant, R.; Friedrichs, K.; Lewy, H. (September 1956) [1928], *On the partial difference equations of mathematical physics*, AEC Research and Development Report, NYO-7689, New York: AEC Computing and Applied Mathematics Centre – Courant Institute of Mathematical Sciences.
4. ISIS2D User Manual CH2MHILL and online reference.
5. *Open-Channel hydraulics*, Ven Te Chow, McGraw-Hill, 1959.

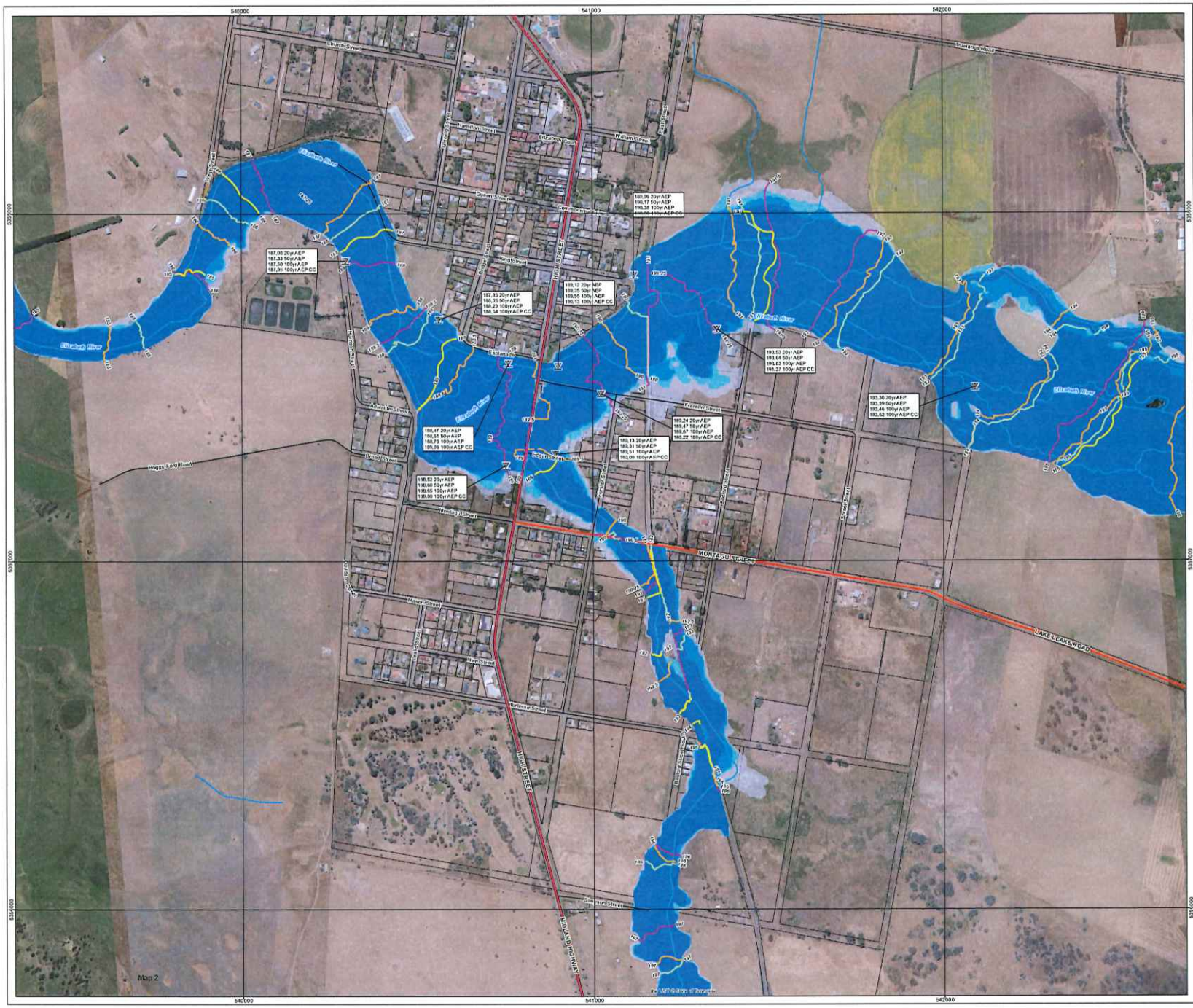
APPENDIX A – ENTURA REPORT

Copy of Report: Campbell Town and Ross Design Flood Hydrological Modelling (Entura, 2020)

APPENDIX B– FLOOD MAPS

Two maps one each for Campbell Town and Ross each showing the following layers:

- 5 % AEP or 20 Year median probability Flood
- 2 % AEP or 50 Year median probability Flood
- 1 % AEP or 100 Year median probability Flood
- 1 % AEP Climate Change



CAMPBELL TOWN FLOOD MAP

Combined Flood Event Map Based on ISIS2D Modelling 2022

General

This map shows the extent of floods likely to be experienced in:
- 5% AEP or 1:20 year event ARI
- 2% AEP or 1:50 year event ARI
- 1% AEP or 1:100 year event ARI
- 0.5% AEP or 1:200 year event ARI

for the median or 50% probability; it is based on flows shown in the table below.

This map may be used for emergency management assessments as the best information available at the time of publication.
For general purposes the flood levels can be described by the median flood discharge value +/- 0.5 metres; users may also be able to access the GIS flood layers if authorised by Council Officers.

This map is for illustrative purposes only.

Flood Frequencies

An AEP or annual exceedance probability is the probability on average that a given flood height will be equalled or exceeded in any one year.
Another term is ARI or Average Recurrence Interval; this is the average period between events of a nominated size.
The table shows the chance of AEP events occurring in a nominated period.

Annual Exceedance Probability (AEP)	Probability of flood magnitude being exceeded in a 20 or 50 year period	
	20 Year Period	50 Year Period
1:20	64%	92%
1:50	33%	64%
1:100	18%	39%
1:200	10%	22%

Flood Discharge Values

The following table contains the flood discharge flow values in m^3/sec, derived for Ross and Campbell Town in 2020. The values are those estimated at Ross and Campbell Town by the Entura RORB model, where 'CC' denotes the climate change discharge estimate for the 1% AEP flood. The major sub-catchment outputs of RORB were used as inputs to the hydrodynamic model to generate a flood surface for this map. The table only represents the flow in the main Macquarie and Elizabeth River upstream of each town.

AEP	ARI in Years	Average Peak Flood Discharge from Flood Frequency Analysis & Modelling	
		Ross	Campbell Town
		Macquarie U/S of Ross	Elizabeth U/S of Campbell Town
5%	20	451	335
2%	50	567	364
1%	100	708	397
1%CC	100CC	984	475

It should be noted that the AEP or ARI associated with a particular discharge will change with time due to additional recorded data altering the flood frequency estimate or through climate change.
However the flood level associated with a particular discharge and depicted on the map will only change if flood plain conditions change as a result of flood plain modification, vegetation increase or decrease or further calibration data becoming available.
Further calibration data for higher flood levels than those currently available could produce different modelled levels for higher discharges.

Flood Surface

Flood surface levels can be determined from direct measurement by surveying in the levels in the aftermath of a flood and then assigning an AEP to the flood surface or by hydraulic modelling with mathematical models. Both approaches require flood frequency analysis or hydrological modelling to determine the flood's AEP.

Council will continue to refine the map as more information becomes available, but for now it is the best estimate available for the range of flood surfaces associated with the AEP's listed above.

The map is based on the following report: Campbell Town - Ross Flood Study, Hydrology & Hydraulics for Northern Midlands Council by Hydrodynamica March 2022.

Legend

- 20 Year Flood AEP
- 50 Year Flood AEP
- 100 Year Flood AEP
- 100 Year Flood AEP (Projected Climate Change)
- 20 Year AEP Flood Contour
- 50 Year AEP Flood Contour
- 100 Year AEP Flood Contour
- 100 Year AEP (Projected Climate Change) Flood Contour
- Flood Height (AHD)
- Property Titles
- National/State Highway
- Arterial/Sub Arterial Road
- Local Road
- Watercourse

0 100 200 300 400 500
Metres

1:5000 when printed at A1

1 centimetre = 50 metres

Coordinate System GDA 1994 MGA Zone 55
All flood heights are AHD

Base data from theLIST, © State of Tasmania

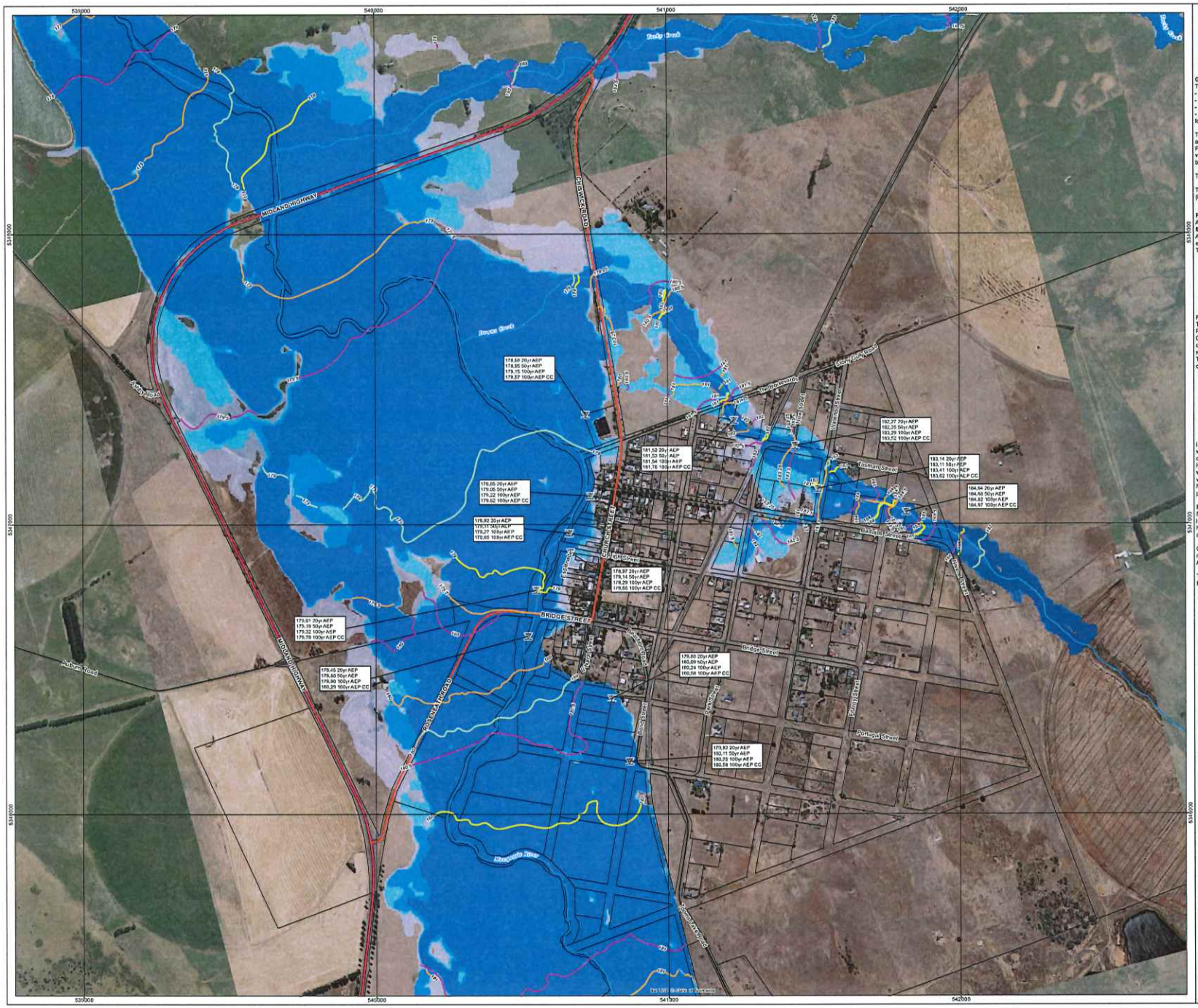
NORTHERN MIDLANDS COUNCIL

HYDRODYNAMICA

Map Created by: M.McG
Map Version: 00
Hydraulic Modelling by: S.Ratcliffe

Map Date: Date: 18/05/2022

esk mapping & GIS



ROSS
FLOOD MAP
Combined Flood Event Map
Based on ISIS2D Modelling 2022

General
This map shows the extent of floods likely to be experienced in:
- 5% AEP or 1:20 year event ARI
- 2% AEP or 1:50 year event ARI
- 1% AEP or 1:100 year event ARI
- 0.5% AEP or 1:200 year event ARI

for the median or 50% probability; it is based on flows shown in the table below.

This map may be used for emergency management assessments as the best information available at the time of publication.
For general purposes the flood levels can be described by the median flood discharge value +/- 0.5 metres; users may also be able to access the GIS flood layers if authorised by Council Officers.

This map is for illustrative purposes only.

The results for Downs Creek to Chiswick Road were derived from the Downs Creek (Ross) Flood Modelling (Hydrodynamica, 2020)

Flood Frequencies
An AEP or annual exceedance probability is the probability on average that a given flood height will be equalled or exceeded in any one year.
Another term is ARI or Average Recurrence Interval; this is the average period between events of a nominated size.
The table shows the chance of AEP events occurring in a nominated period.

Annual Exceedance Probability (AEP)	Probability of flood magnitude being exceeded in a 20 or 50 year period	
	20 Year Period	50 Year Period
1:20	64%	92%
1:50	33%	64%
1:100	18%	39%
1:200	10%	22%

Flood Discharge Values
The following table contains the flood discharge flow values in m^3/sec, derived for Ross and Campbell Town in 2020. The values are those estimated at Ross and Campbell Town by the Entura RORB model, where 'CC' denotes the climate change discharge estimate for the 1% AEP flood. The major sub-catchment outputs of RORB were used as inputs to the hydrodynamic model to generate a flood surface for this map. The table only represents the flow in the main Macquarie and Elizabeth River upstream of each town.

AEP	Ari in Years	Average Peak Flood Discharge from Flood Frequency Analysis & Modelling	
		Ross	Campbell Town
		Macquarie U/S of Ross	Elizabeth U/S of Campbell Town
5%	20	413	131
2%	50	567	184
1%	100	708	237
PLCC	XXXX	966	275

It should be noted that the AEP or ARI associated with a particular discharge will change with time due to additional recorded data altering the flood frequency estimate or through climate change.
However the flood level associated with a particular discharge and depicted on the map will only change if flood plain conditions change as a result of flood plain modification, vegetation increase or decrease or further calibration data becoming available.
Further calibration data for higher flood levels than those currently available could produce different modelled levels for higher discharges.

Flood Surface
Flood surface levels can be determined from direct measurement by surveying in the levels in the aftermath of a flood and then assigning an AEP to the flood surface or by hydraulic modelling with mathematical models. Both approaches require flood frequency analysis or hydrological modelling to determine the flood's AEP.

Council will continue to refine the map as more information becomes available, but for now it is the best estimate available for the range of flood surfaces associated with the AEP's listed above.

The map is based on the following report: Campbell Town - Ross Flood Study, Hydrology & Hydraulics for Northern Midlands Council by Hydrodynamica March 2022.

Legend

- 20 Year Flood AEP
- 50 Year Flood AEP
- 100 Year Flood AEP
- 100 Year Flood AEP (Projected Climate Change)
- 20 Year AEP Flood Contour
- 50 Year AEP Flood Contour
- 100 Year AEP Flood Contour
- 100 Year AEP (Projected Climate Change) Flood Contour
- Flood Height (AHD)
- Property Titles
- National/State Highway
- Arterial/Sub Arterial Road
- Collector Road
- Local Road
- Watercourse

0 100 200 300 400 500
Metres

1:6000 when printed at A1
1 centimetre = 60 metres

Coordinate System GDA 1994 MGA Zone 55
All flood heights are AHD

Base data from theLIST, © State of Tasmania

NORTHERN MIDLANDS COUNCIL

Date: 17/05/2022

HYDRODYNAMICA

Map Created by: M.McG
Map Version: 00
Hydraulic Modelling by: S.Ratcliffe

Map Date: 17/05/2022

esk mapping & GIS

Appendix D West Perth Flood Study: Sheepwash Creek

HYDRODYNAMICA

WEST PERTH FLOOD STUDY: SHEEPWASH CREEK

For Northern Midlands Council

June 2023

HYDRODYNAMICA

Project: West Perth Flood Study: Sheepwash Creek

Author: Steve Ratcliffe
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HYDRODYNAMICA

DATE	NATURE OF REVISION	REVISION NUMBER	Author	APPROVED
06/08/2021	Draft	0	SR	
14/04/2022	Final	1	SR	CO
15/06/2023	Updated	2	SR	CO

CONTENTS

1. Introduction

Northern Midlands Council commissioned Hydrodynamica to develop updated flood maps for Sheepwash Creek at West Perth. The maps are required to help identify flood zones for the Planning Scheme, inform development applications and enhance Northern Midlands Council's Emergency Management system regarding flood warning, response, and recovery.

It is important to note that without calibration the predicted peak flow rates are an estimate. Similarly, the modelled dams, highway, highway culverts, and the road and rail culverts all have assumptions associated with their performance during a flood. A single flood map cannot be relied upon to impart a full overview of the range of potential outcomes resulting from a flood in this catchment.

The flood maps have been generated by developing flood hydrographs and using them as inputs into a two dimensional (2D) hydrodynamic model.

Sheepwash Creek has a catchment area of 8.76 Km^2 to Drummond Street in West Perth, refer to Figure 1:

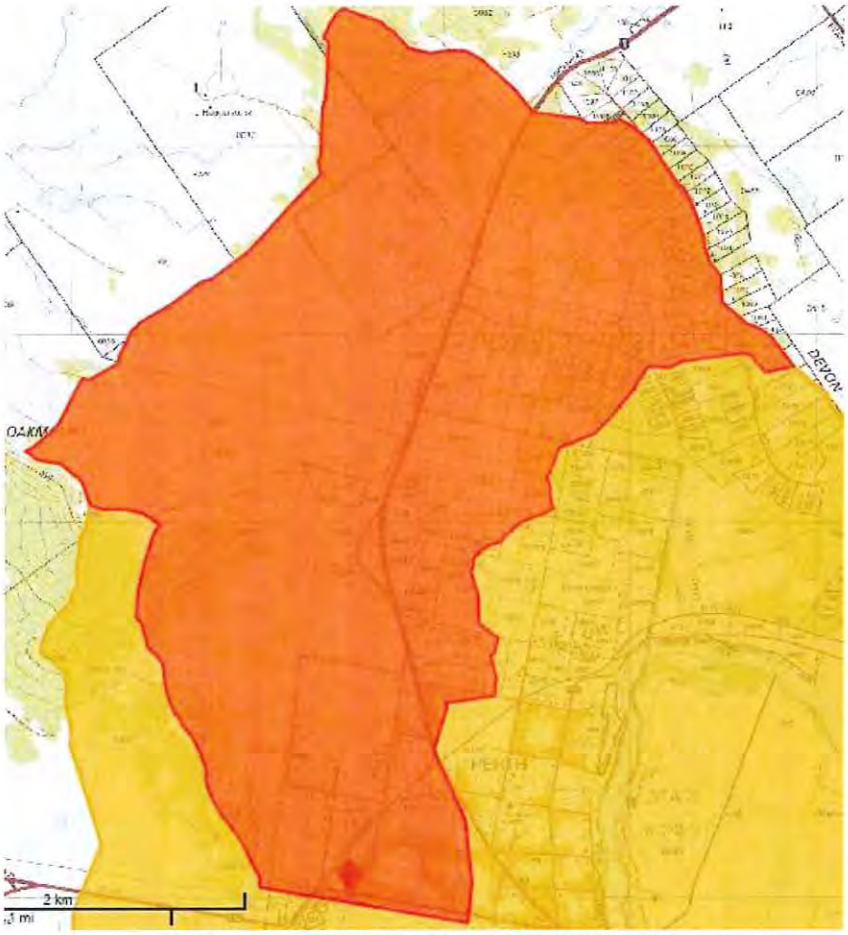


Figure 1. Sheepwash Creek Catchment

The area of catchment to the original dam spillway is 6.13 km^2.

The original *Flood Plain Mapping and Dam Break Assessment* (Hydrodynamica, 2016) was commissioned to identify potential problems due to inundation. Since then, West Perth has developed rapidly resulting in changes to impervious areas. There have also been significant topographical changes including the construction of the Perth bypass.

Revised rainfall estimates, made available through Australian Rainfall & Runoff 2019 (ARR2019) and the Bureau of Meteorology, have also been made available.

The new flood mapping incorporates these changes and modelling was inclusive of the following topographical changes downstream of McKinnon's dam:

- Perth bypass
- Creek (swale) widening from Phillip Street to Edward Street
- WSUD arrangements at the intersection of Youl Road and Edward Street
- Effra Court subdivision infill and swale works
- Creek (swale) widening from the rail line to Drummond Street
- Norfolk Street subdivision infill
- Old Cemetery Road culvert removal
- Tree removal above the culverts on Drummond Street

A sequence of culvert upgrades is proposed for the road and rail crossings of Sheepwash Creek, starting with the Drummond Street culverts and working upstream to Phillip Street. The anticipated reduction in flood footprints associated with these potential works is not considered in this report.

2. Hydrology

The approach adopted to determine flows and generate hydrographs for this study employed the use of flood frequency analysis (FFA) and the RORB runoff routing model.

A range of potential 1% Annual Exceedance Probability (AEP) flood frequency estimates were determined to establish a credible range of 1% AEP (100 year ARI) flood estimates. The RORB model was set up and run for the pre-development rural catchment with no dam, and calibration parameters selected so that the 1% AEP flood peaks predicted by RORB were within the envelope of potential flows determined by the FFA.

The RORB model was used to generate hydrographs for the required AEPs, i.e., the 1% AEP and the 1% AEP climate change events.

2.1 Flood Frequency Estimates

Best practice in FFA suggests that to achieve a robust estimate of the 1% AEP flood peak then 50 years of data is desirable, and that the comparative catchments should be as near as possible with similar characteristics. Flood frequency estimates have been developed through catchment scaling from the rivers listed in Table 1. Table 1 also indicates the length of record at each station, the catchment area, and the annual average rainfall over the catchment.

Source data	Catchment Area (Km^2)	Length of Record (Years)	Annual Average Rainfall (mm)
North Esk @ the Ballroom	374.5	97	1041.77
Liffey @ Carrick	214.53	39	1005.87
Pipers Underwood	51.2	68	964.37
Rubicon	264	53	907.38
Meander Strathbridge	1027.5	35	1005.12

Table 1. Rainfall record at various stations

Flood frequency estimates were derived for Sheepwash Creek using catchment scaling for the 0.5%, 1%, 2%, 5%, 10%, 20% and 50% AEP events. Table 2 summarises the results at Drummond Street culverts.

The Regional Flood Frequency Estimation Model (RFFE) was employed to provide a further estimate and check on the FFA results. The RFFE method inputs are principally the coordinates of the catchment outlet, the catchment centroid and catchment area. Refer to Table 3. The RFFE2015 output is included as Appendix A.

AEP (%)	North Esk	Liffey	Pipers	Rubicon	Strathbridge	Average
50	1.90	1.81	1.61	3.88	2.65	2.37
20	2.97	3.69	4.78	6.68	4.17	4.46
10	3.67	5.21	6.64	8.35	5.25	5.82
5	4.34	6.94	8.27	9.83	6.34	7.14
2	5.20	9.61	10.18	11.59	7.84	8.88
1	**5.84**	**12.01**	**11.47**	**12.79**	**9.03**	**10.23**
0.5	6.47	14.80	12.65	13.91	10.28	11.62

Table 2. Sheepwash Creek Flood Frequency Estimates (m^3/s)

AEP (%)	Expected quantiles (m^3/s)	5% (m^3/s)	95% (m^3/s)
50	1.29	0.56	3.04
20	1.99	0.86	4.69
10	2.53	0.95	6.62
5	3.09	0.99	9.30
2	3.88	1.00	14.10
1	**4.53**	**0.99**	**18.8**

Table 3. Estimated Flood Quantiles generated from RFFE 2015 @ Drummond Street Perth

The RFFE method, provided in Table 3, generates results from regional methods based on FFA and catchment scaling. These may be significantly influenced by data sets associated with nearby stream flow records, which might not be appropriate due to metrological factors or the length of records. The lack of transparency in the method means it should not be blindly adopted, but instead used as a guide and other approaches should also should be explored.

The manually calculated 1% AEP flood frequency results produced a much tighter spread than the RFFE 2015 method i.e., 5.84 m3/s to 12.79 m^3/s as opposed to 0.99 m^3/s to 18.8 m^3/s. The 'expected' and average 1% AEP estimates are both acceptable in theory (4.53 m^3/s versus 10.23 m^3/s).

A check using the beta release of the 'new' RFFE version 2021a produced an expected 1% AEP result of 10.10 m^3/s, which very close to our derived value.

The average of the manual calculations has been adopted as the most likely peak flood estimate as the source catchments are generally closer to Perth. The RORB hydrographs for the 1% AEP flood event were calibrated to this estimate of 10.23 m^3/sec for the undeveloped rural catchment of Sheepwash Creek. It is noted that recently a flow gauging station has been installed upstream of Phillip Street. In future the data collected from this may be used to refine flows used in the models.

2.2 RORB Model Construction

The modelled subcatchments are shown in Figure 2, the area of the catchment to the Drummond Street culvert at West Perth being 8.76 Km^2.

In the RORB model the rural undeveloped catchment is represented by the network shown in Figure 3. This version of the model does not include the MacKinnon's Dams or urban development.

RORB in this application is primarily being used to generate hydrographs for input into the 2D hydraulic model. However, we also want to use RORB to corroborate the flood peak estimates developed from FFA given the difference between manual flood frequency analysis and the RFFE method.

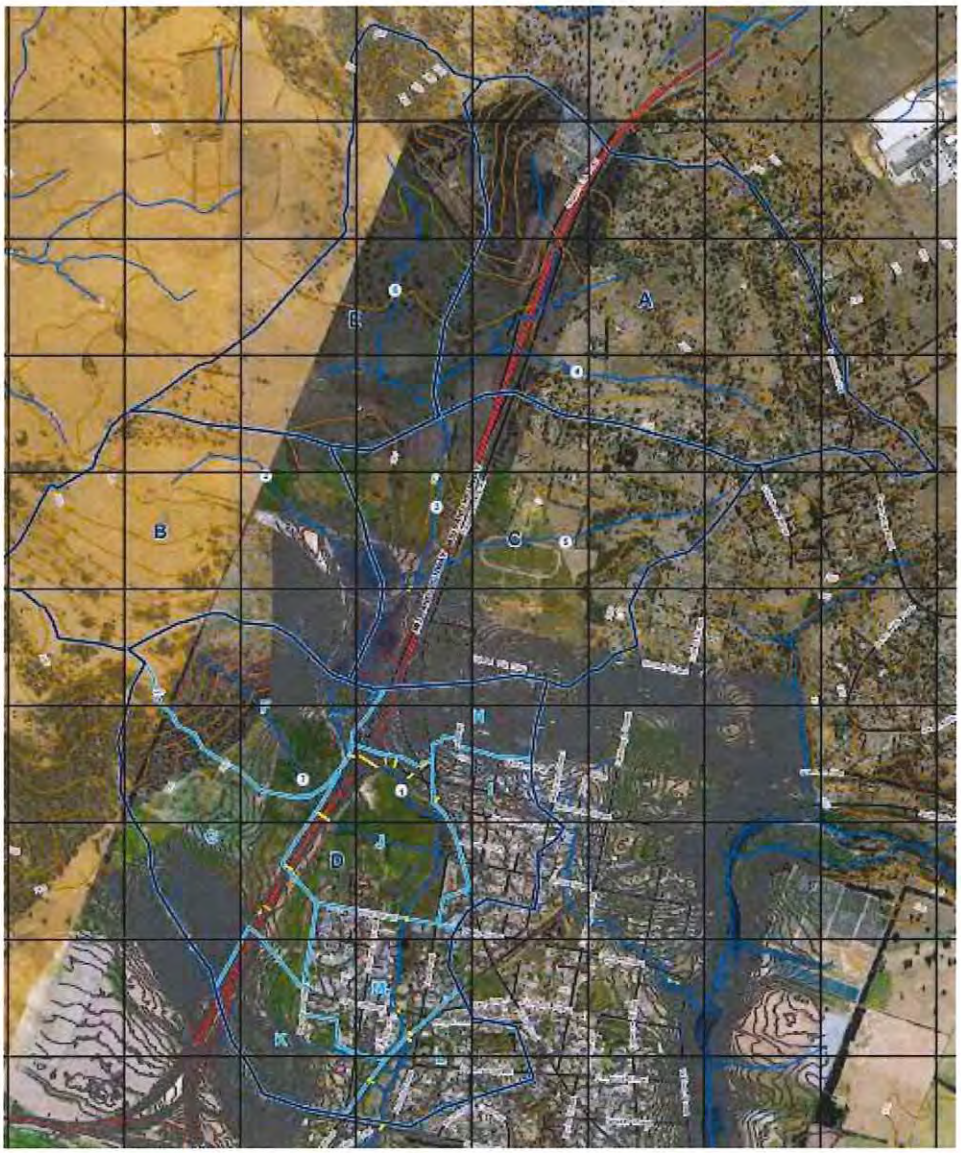


Figure 2. Subcatchment delineation

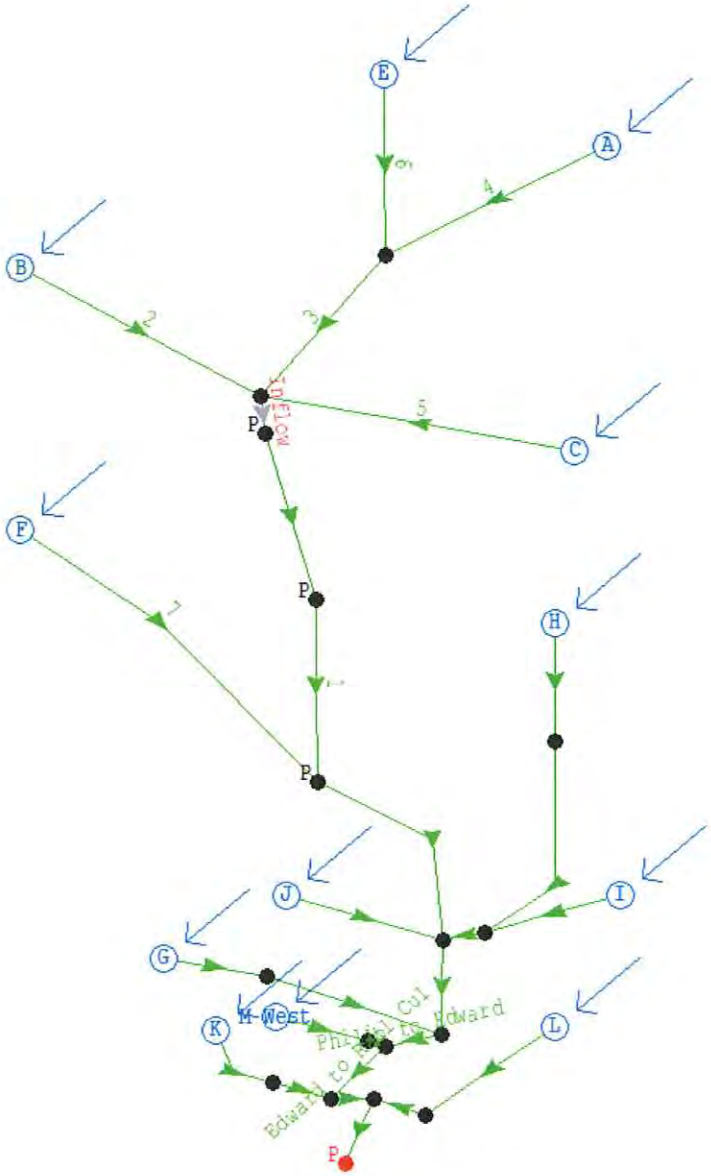


Figure 3. RORB Model Network for the Catchment

The 2016 IFD values were generated for the catchment are shown in Table 4, raw data and the various relevant parameters were downloaded from the ARR Data Hub (https://data.arr-software.org/) and input into RORB model.

	Annual Exceedance Probability (AEP)						
Duration	**63.2%**	**50%#**	**20%***	**10%**	**5%**	**2%**	**1%**
1 min	1.14	1.26	1.68	1.99	2.32	2.79	3.19
2 min	2.00	2.21	2.88	3.35	3.82	4.39	4.81
3 min	2.64	2.92	3.82	4.46	5.11	5.93	6.56
4 min	3.17	3.50	4.60	5.40	6.22	7.32	8.19
5 min	3.61	4.00	5.28	6.22	7.20	8.56	9.66
10 min	5.24	5.81	7.75	9.23	10.8	13.1	15.1
15 min	6.40	7.09	9.48	11.3	13.2	16.2	18.6
20 min	7.32	8.11	10.8	12.9	15.1	18.4	21.1
25 min	8.10	8.98	12.0	14.2	16.6	20.1	23.1
30 min	8.79	9.74	12.9	15.3	17.9	21.5	24.6
45 min	10.5	11.6	15.3	18.0	20.9	24.8	28.0
1 hour	11.9	13.1	17.2	20.1	23.2	27.2	30.5
1.5 hour	14.1	15.6	20.2	23.4	26.7	30.9	34.2
2 hour	15.9	17.5	22.5	26.0	29.4	33.9	37.2
3 hour	18.8	20.6	26.3	30.1	33.8	38.6	42.3
4.5 hour	22.0	24.1	30.6	34.9	39.0	44.5	48.6
6 hour	24.6	26.9	34.1	38.8	43.3	49.4	54.1
9 hour	28.6	31.2	39.5	45.0	50.3	57.8	63.6
12 hour	31.6	34.6	43.8	50.1	56.1	64.8	71.7
18 hour	36.2	39.6	50.5	58.0	65.4	76.3	85.1
24 hour	39.6	43.4	55.7	64.2	72.7	85.4	95.8
30 hour	42.3	46.5	59.9	69.4	78.8	92.9	105
36 hour	44.6	49.1	63.5	73.7	84.0	99.2	112
48 hour	48.4	53.3	69.3	80.7	92.3	109	123
72 hour	53.9	59.5	77.6	90.5	104	122	137
96 hour	58.2	64.1	83.5	97.1	111	130	145
120 hour	61.8	68.0	88.0	102	116	134	149
144 hour	65.0	71.4	91.5	105	118	137	151
168 hour	68.0	74.5	94.5	108	120	138	151

Table 4. 2016 IFD Rainfall Depths (mm)

2.3 Climate Change Impacts on Rainfall Intensity

Climate change estimates for Tasmania have been developed through the Climate Futures Project. Subsequently the ClimateAsyst tool (http://climateasyst.pittsh.com.au/app/) was developed. Figure 4 shows a screen shot from the tool depicting the percentage change in the 1% AEP, 24 hour rainfalls between the base and target periods in the vicinity of the Sheepwash Creek catchment.

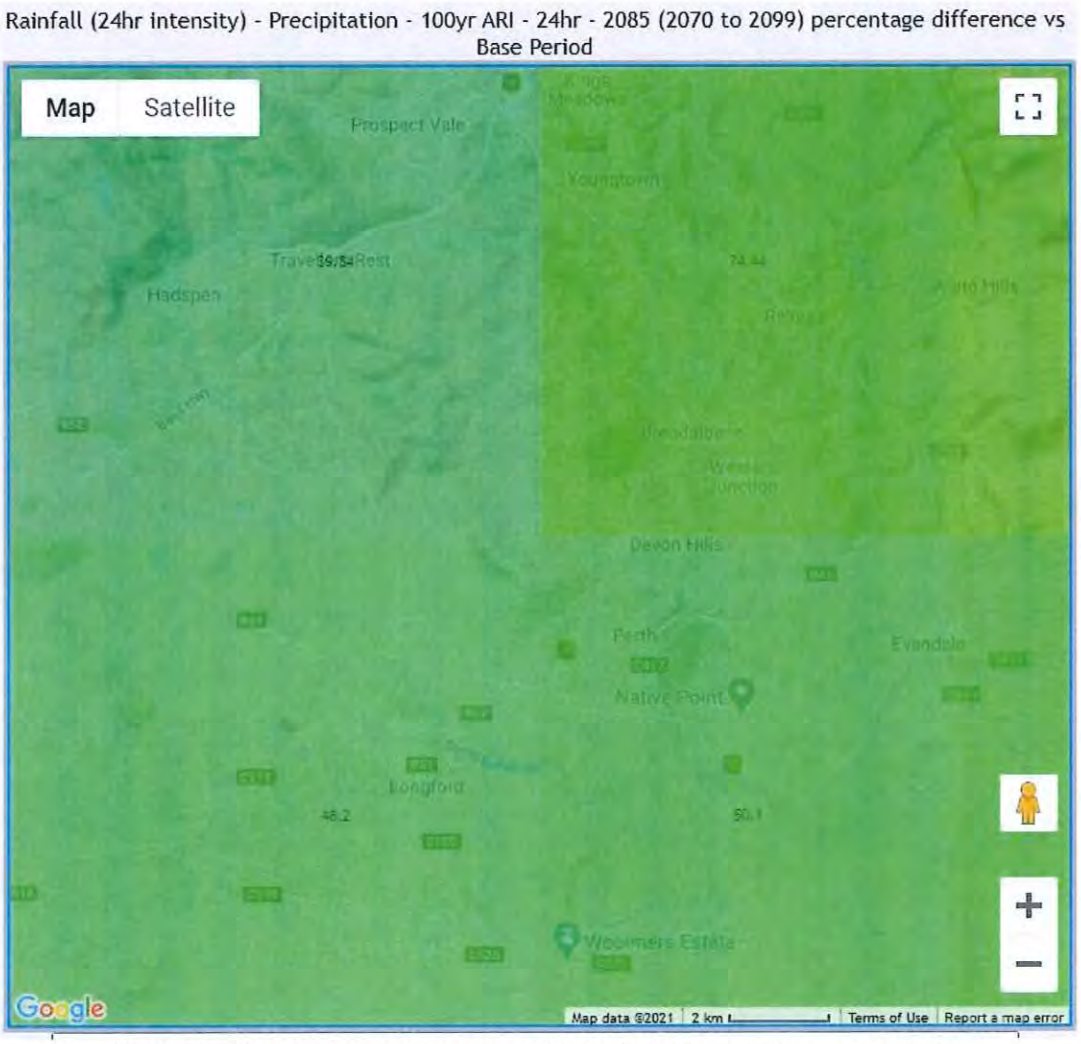


Figure 4. ClimateAsyst Percentage change in 100 year 24 hour rainfalls

The percentage increase in 24 hour rainfalls between the base period (1961-1990) and the protected period (2070 – 2099) is derived from the bottom right hand grid square in Figure 4 which covers the catchment area. The grid value has a projected increase of 50.1%, which is quite high in comparison to the interim climate change factor of 16.3% (RCP 8.5 to 2090) given by the ARR Data Hub.

The projected climate change percentage change values vary around Tasmania from negative values i.e., a reduction in 24 hour rainfall totals to increases of over 100% such as in Scamander area.

The factor of 50.1% was applied to the 1% AEP rainfall and the increased hyetograph was applied through the RORB model to generate hydrographs.

2.4 Adopted Loss and Routing Parameters and RORB Model Performance

The main purpose of the RORB model in this study is for the generation of hydrographs for the 2D hydrodynamic model. First the 'rural' version of the model (with no development or dam) was calibrated to peak value of the 1% AEP flood obtained from the FFA.

We also wanted to use RORB to corroborate the flood peak estimates developed from FFA. To this end we selected several potential regional methods available in RORB which predict peak flows leaving the model network. These methods employ a principal routing parameter, Kc, which is estimated from the catchment area. For 'm', which accounts for non-linearity in the network, the default recommended value of m = 0.8 was adopted.

A range of storms were applied using various regional methods within RORB but selected from the most analogous geographical areas. The loss parameters suggested by the ARR Data Hub (Initial Loss = 19mm, Continuing Loss = 5.2 mm/hr) were initially adopted with a view to modifying these within the most appropriate regional model. The selection of values was limited to values from the range typically experienced in Tasmania.

The RORB Manual formula, proved to be the most appropriate. The regional formula in this method is as follows:

In initial FIT runs, RORB suggests, as one option, the use of a first trial value calculated as follows:

$$k_c = 2.2A^{0.5} (Qp / 2)^{0.8-m}$$

where A is the catchment area, (km^2), and Qp is the (maximum) peak discharge of hydrograph(s) (m^3/s). It should be noted that the term Qp has a value of unity when m is at its recommended value of 0.8. Kc is calculated for an entire catchment area.

Figure 5 shows the results of a batch run for flows estimated at the Drummond Street culverts for the rural catchment model. Storm durations of 1 to 36 hours were applied to the model. For the reporting site at Drummond Street the largest 1% AEP peak was produced by the 12 hour duration storm. The peak value was 10.23 m^3/sec was achieved with only minor adjustment of Initial and Continuing Loss (IL and CL), the adopted values being IL = 20 mm and CL = 3.03 mm/hour.

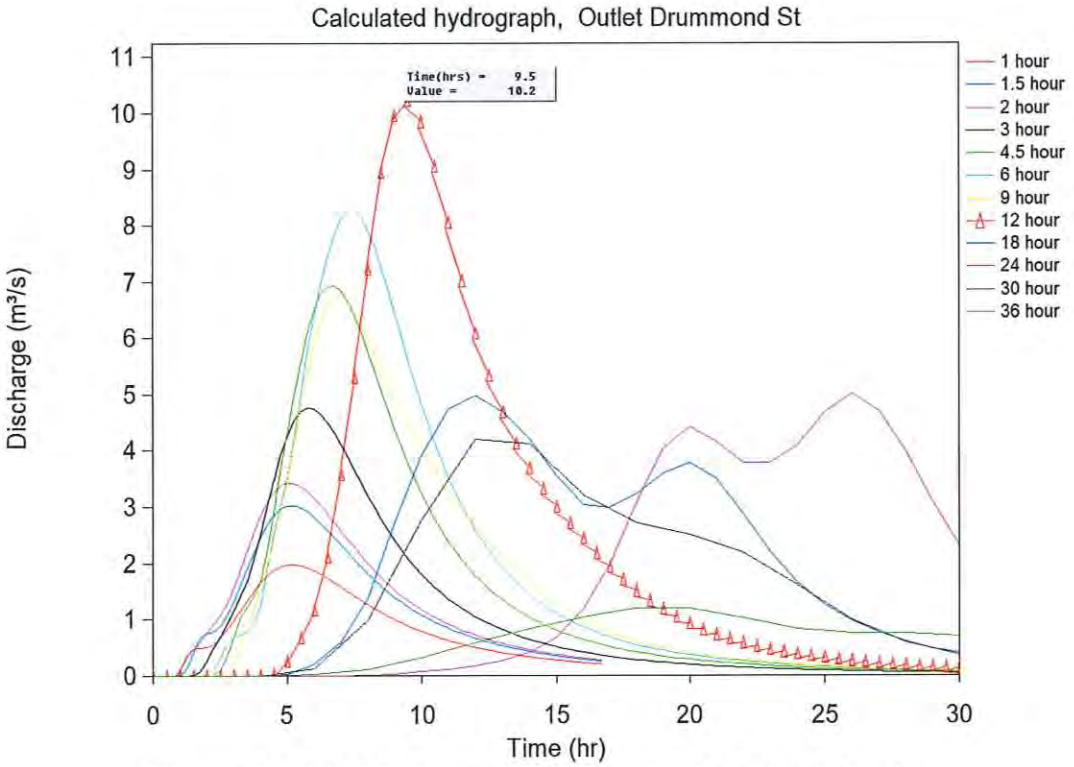


Figure 5. Modelled hydrographs at Drummond St Culvert (Rural)

Table 5 shows the values for the RORB routing parameters Kc, m and the loss parameters for initial and continuing losses used in generating the 5%, 2%, 1% and 1% AEP climate change hydrographs.

AEP in Years	K_c	m	IL (mm)	CL (mm/hr)	Q_{Peak} (m^3/s)
5%	6.51	0.8	20	2.05	7.13
2%	6.51	0.8	20	2.50	8.82
1%	6.51	0.8	20	3.03	10.23
1% Climate Change	6.51	0.8	20	3.03	21.97

Table 5. RORB routing and loss parameters Sheepwash Creek (Rural)

The last three columns show the IL and CL values required to calibrate the peak flows to the average peak flood discharges generated from FFA, and the peak flows at Drummond Street. For the 1% AEP Year Climate Change, IL, and CL the 1% AEP year values were adopted and the rainfall depth for the 12 hour duration event was increased by 50.1% to 104.4 mm with an Areal Reduction Factor (ARF) of 0.97.

The model required only minimal adjustment to the continuing loss parameters to produce flood peaks at Drummond Street, which are very close to the average flood frequency values at that location for the 1%, 2% and 5% AEP events.

The IL and CL parameters shown in Table 5 are well within their expected ranges.

The favourable comparison of FFA peaks with the RORB peaks means that we can confidently apply the RORB generated hydrographs into the 2D domain of the hydraulic model for estimating the 1% AEP flood surface.

2.5 Hydrograph Generation

Hydrographs were generated at five locations for input into the hydraulic model and one to check the RORB model flow at Drummond Street.

2.5.1 The Dams

The original lower MacKinnon dam was added to the model and assumed to be full. Some time was also spend looking at the recently constructed upper 'detention' dam. This dam was formed out of the borrow pit used to provide material for the highway embankments, and its primary use appears to be a supplementary irrigation storage for the MacKinnon property. Most of the upstream catchment flows past the detention dam. It is only diverted into the storage when the bank across the channel diverts flows which have not passed through 3x DN900 bypass pipes. There appears to be only 500mm depth of storage before the inflow short circuits to the outlet spillway.

Normally, with an effective a detention basin, the storage is online and all outflows up to the spillway level are controlled by a carefully designed outlet structure. The flow control arrangement in the current configuration is unlikely to work as they are too ill defined. If the inlet channel blocks with vegetation or the diversion bank erodes, then most flow will bypass. As it is not a Council asset, there is no guarantee it will be maintained and it could easily be modified without NMC's knowledge. Therefore, for the purposes of this study it was assumed it does not provide detention.

If NMC decides detention is desirable above West Perth due to increased climate change flows, we recommend that furth investigation into the benefits of storage rights in the lower larger dam be considered, with modifications, so it will act as a detention basin.

It was noted in the 2016 flood study that the 'Significant' consequence category of the original dam, which has been in place since it was constructed, may underestimate the potential downstream impact of the dam. Similar findings are contained in the Midland Highway Perth Link Roads Concept Design Report (Pitt and Sherry, 2017) which recommended a 'High B' consequence category be assigned. The report states that 'in the event of a Sunny Day Failure there will be potential risk to human life measured in terms of Population at Risk (PAR) of ≥100 to <1000.' It is recommended an updated dam safety emergency plan be sought for the dams. This will provide confidence to NMC that the dams, which may severely impact Perth if they fail, is being appropriately monitored and maintained.

2.5.2 Highway Culverts

Culvert works were undertaken in conjunction with the construction of the Perth bypass. A 'frog' culvert with 1.3m x 1.18m internal dimensions is located on the creek line. A secondary 3.35m x 2.87m internally dimensioned stock underpass is located offline with the inlet approximately 280 metres south-west of the frog culvert inlet. In the modelled scenarios these were firstly treated as a merged structures placed on the alignment of the frog culvert with no blockages. The reasons for this decision were as follows:

- Without calibration the adopted peak flow rates discharging to the culverts are estimates. Calibration could provide evidence that the adopted flow rates are resultant flooding is higher that those adopted here. The merged culverts provide a flow rate through the urban area which would allow for conservative decisions to be made based on the information currently available
- The highway is not a detention basin or a dam. It is not subject to the same standards and has not been certified as such. It cannot therefore be relied upon to provide detention on its upstream side
- NMC has no jurisdiction or maintenance oversight over the highway or the culverts. It is possible that piping erosion to occur, which would allow flows through the highway embankment outside the culverts. In addition, scour of the steep embankments, or debris washed in from the upper catchment, could result in blockage of the frog culvert. This may result in the stock culvert with the large opening acting as the primary means of discharge.

A second lot of maps were produced which modelled the 'frog' culvert and stock underpass in their actual locations. Comparing the two variations of the 1% AEP flood maps, where the culverts are modelled separately, there is an increase in flooding upstream of the highway. There is little to no reduction in the flood footprint between the highway and Phillip Street, and there is a marginal reduction in the flood footprint downstream of Phillip Street.

The 1% AEP climate change maps show a similar pattern, however the footprint between the highway and Phillip Street increases when the culverts are modelled separately due to flows from the stock underpass breaking out from the open drain located on the downstream side of the highway.

2.5.3 Urbanisation

In this round of modelling some of the subcatchments that have been urbanised with increased impermeable area percentages have been modified accordingly. Some RORB subcatchment links were also represented as lined or piped. The model linkages have been slightly modified to reflect the highway and urban development, and the lower MacKinnon Dam has been included, refer to Figure 6.

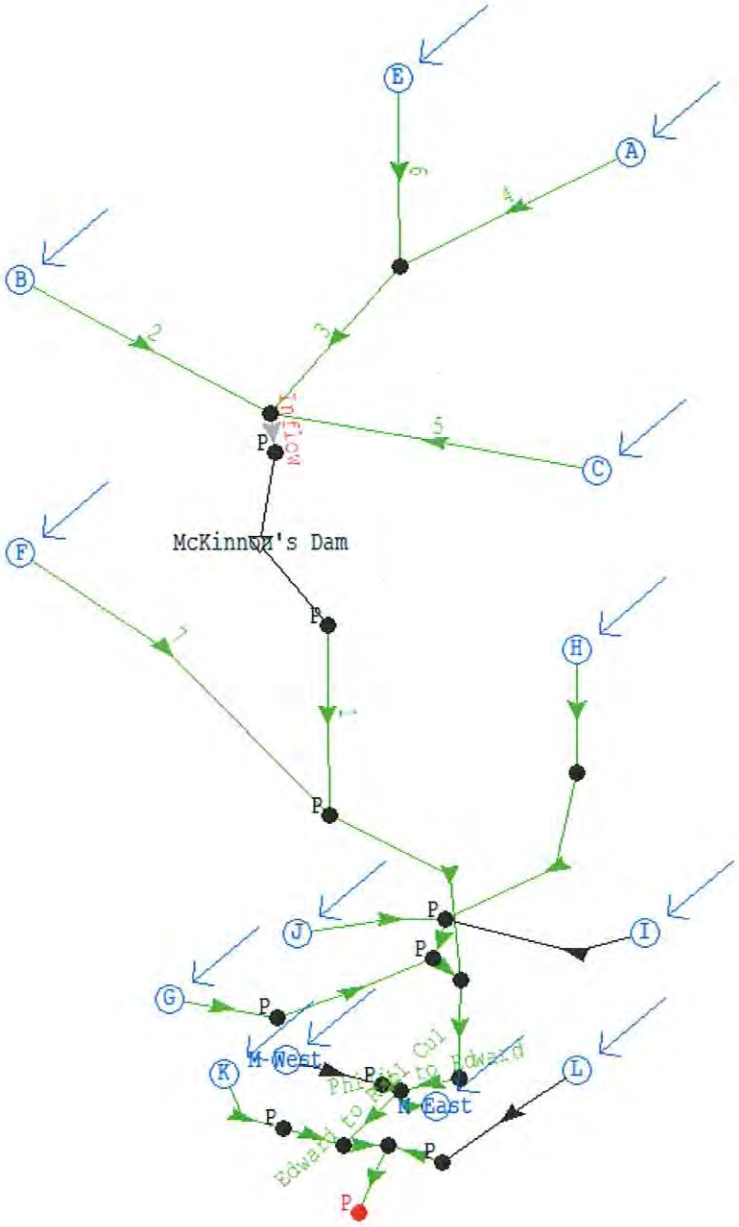


Figure 6. RORB model network for the Urbanised Catchment with the Dam

The resultant peak outflow at Drummond Street is marginally reduced for the 12 hour event due to the minor effects of detention at the dam, which is assumed full, and the increased runoff due to urbanisation does not compensate for this. The flood peak of the 12 hour 1% AEP event is 10.1 m^3/sec as shown Figure 7.

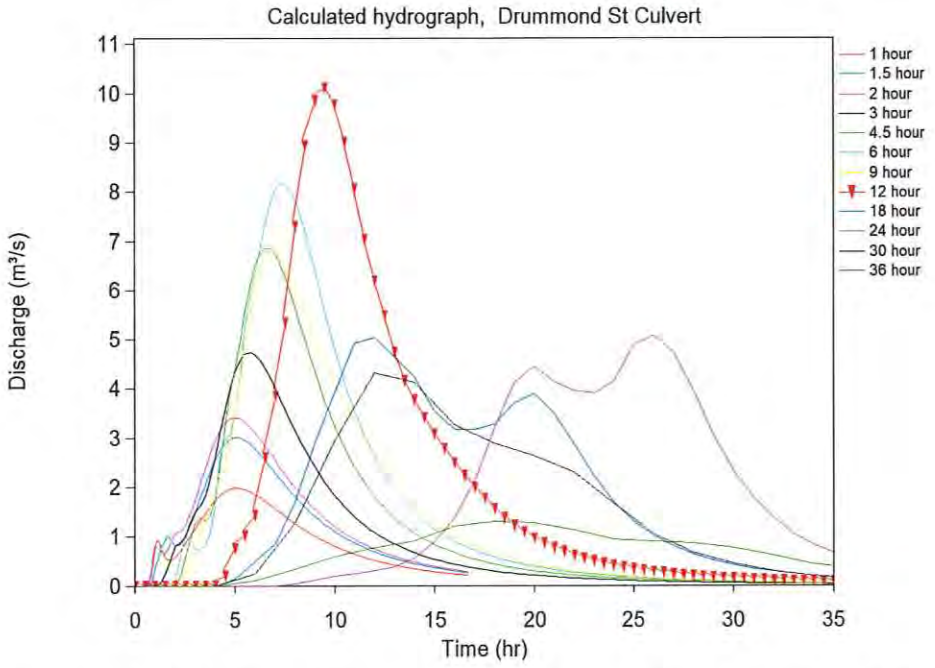


Figure 7. Modelled hydrographs at Drummond St Culvert with Urbanisation & Dam

The subcatchment site descriptions in Table 6 correlate with the catchment delineation in Figure 2 and the RORB network in Figure 6. The numbers in column 1 of Table 6 relate to the RORB output hydrograph reference number. The last two columns indicate the coordinates of the approximate physical location of the input boundaries in the 2D model domain. Input hydrographs for current and climate change conditions are presented in Figures 8 and 9.

- Hydrograph 5 is applied just above the main culvert under the highway,
- Hydrograph 8 is applied below the highway but upstream of Philip Street
- Hydrograph 9 is applied in the creek parallel to Cromwell Street
- Hydrographs 10 & 11 are applied either side of the railway above Drummond Street

RORB hydrograph no.	Site Description	East	North
5	Dam & Cat F	513398	5398960
8	Cat G, J, I & H	513600	5398644
9	M (West & East)	513713	5398028
10	Cat K	512569	5397488
11	Cat L	513681	5397441

Table 6. RORB Hydrograph references

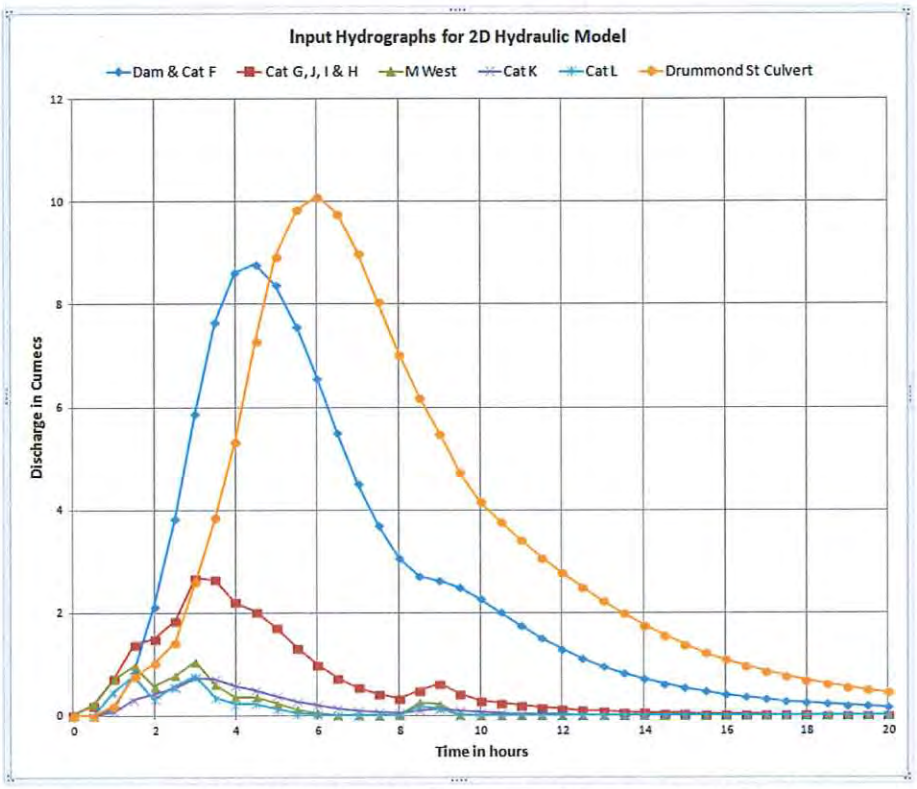


Figure 8. 1% AEP Flood Hydrographs (Current Conditions)

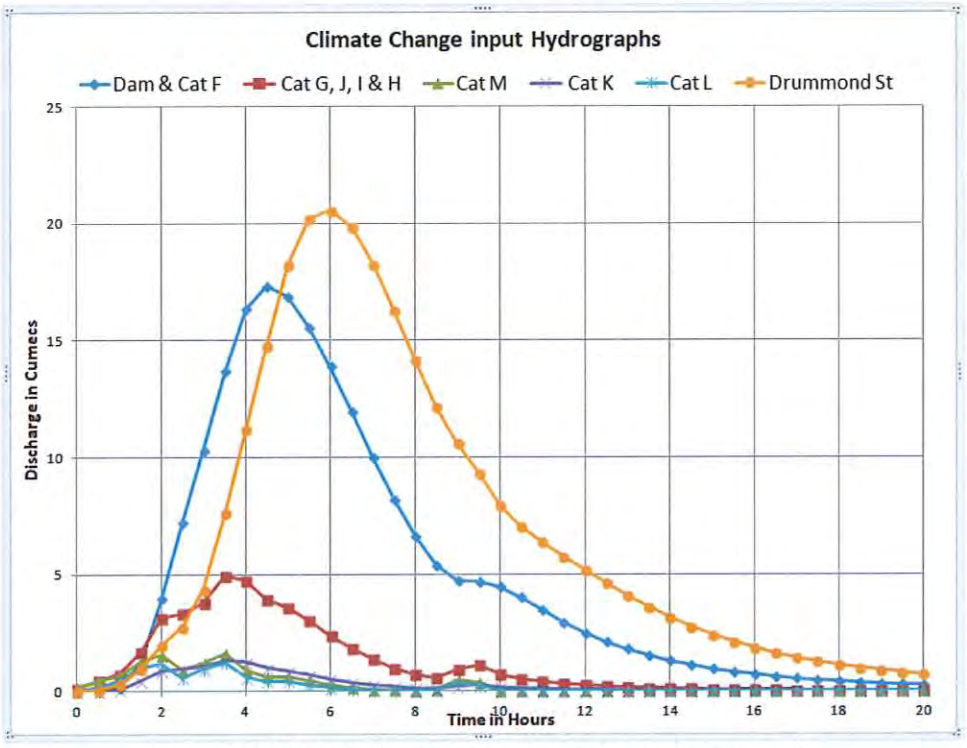


Figure 9. 1% AEP Flood Hydrographs (Climate Change)

2.4 Potential Detention Dam

Before moving to the hydraulic simulations, we investigated MacKinnon's Dam as a potential location for a detention dam. A significant reduction in the dams out flow is potentially available to protect West Perth if the dam is modified as follows:

- Install 3 x DN700 pipes in one of the abutments at an elevation of 170.65 m AHD.
- Raise the dam and spillway 2.2 metres to provide a spill level of 180.00 m AHD

This theoretical detention basin reduces the climate change inflow for the 1% AEP 12 hour flood from 16.43 m^3/sec at the dam to 8.97 m^3/sec:

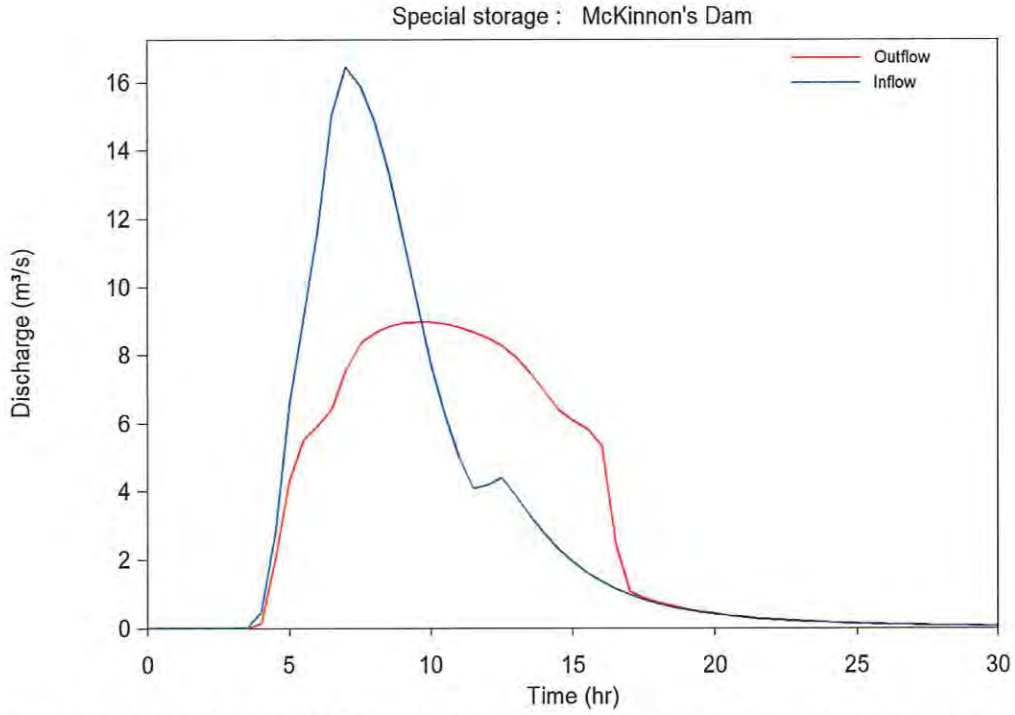


Figure 10. Potential 1% AEP (Climate Change) Flow Reduction from MacKinnon's Dam

RORB outputs are as follows:

```
*** Calculated hydrograph,  Dam Inflow

                          Hydrograph
                           Calc.
Peak discharge,m³/s         16.43
Time to peak,h               7.00
Volume,m³                3.33E+05
Time to centroid,h           9.26
Lag (c.m. to c.m.),h         3.14
Lag to peak,h               0.885

Results of routing through special storage McKinnon's Dam
 Peak elevation=  179.31 m
 Peak outflow =     8.97 m³/s (pipe flow)
 Peak storage =     9.37E+04 m³
```

If Council determined that acquiring a drainage easement or the structure for the purpose of modifying the dam for flood mitigation purposes was a serious option, then this first pass analysis could be refined.

It is anticipated that an array of pipe diameters and invert elevations would be trialled combined with options to raise the embankment and spillway crest height creating more dynamic storage. A range of storm durations should also be considered to optimise the design and costs.

3. Hydrodynamic Model Overview

In this study flood maps have been produced using two dimensional (2D) analysis for flood impacts for the 1% AEP and climate change 1% AEP flood scenarios.

The model chosen for the analysis was the ISIS2D hydrodynamic model. The software has two different analytical engines available:

- The Alternating Direction Implicit (ADI) was employed to calculate the 1% AEP year current and 1% AEP Climate Change flood surface through the application of hydrographs generated by RORB.
- The Total Variation Diminishing scheme (TVD) can be applied to steep catchments and dam break analysis but has not been employed on this project.

Both ADI and TVD solve the Saint-Venant equations, representing conservation of mass and momentum; the difference is that the ADI solver is designed for subcritical flows, and the TVD solver is capable of modelling both sub and supercritical flows. The TVD solver is ideally suited to situations where supercritical flows are likely to occur, and modelling these accurately is important. Examples are in modelling dam breach, very steep catchments, or flow down spillways.

The 2D model domain was set up with 2 metre square grid and most of the culverts were represented as 1D embed elements as it was considered likely that they would overtop in some flows. Where bridges/culverts do not overtop, they can be represented by a gap in the

embankment. The new highway bridge at the bottom end of the model has been represented as a slot, linked 1D elements in the 2D domain represented all the other culverts.

The model time-step is partially determined by the grid size and the velocity of flow, the Courant Number describes the condition that should be met which is described below. In our case we used a 0.25 second time-step for the 2D model and 0.25 second time-step for the linked 1D model.

3.1 Model Health & Courant Number

In mathematics, the Courant–Friedrichs–Lewy (CFL) condition is a necessary condition for convergence while solving certain equations numerically by the method of finite differences. It arises in the numerical analysis of explicit time integration schemes, when these are used for the numerical solution. As a consequence, the time step must be less than a certain time in many explicit time-marching computer simulations, otherwise the simulation will produce incorrect results

In ISIS2D the program authors recommend that under Alternating Direction Implicit (ADI) simulation approach the Courant Number does not exceed a value of 8 for most of the time.

Figure 11 shows a plot of Courant number versus time in seconds for the 1% AEP flood simulation for current conditions. The Courant number does not rise above 1.24 out of 120000 seconds where the time step was 0.25 seconds. The model can is therefore healthy and stable.

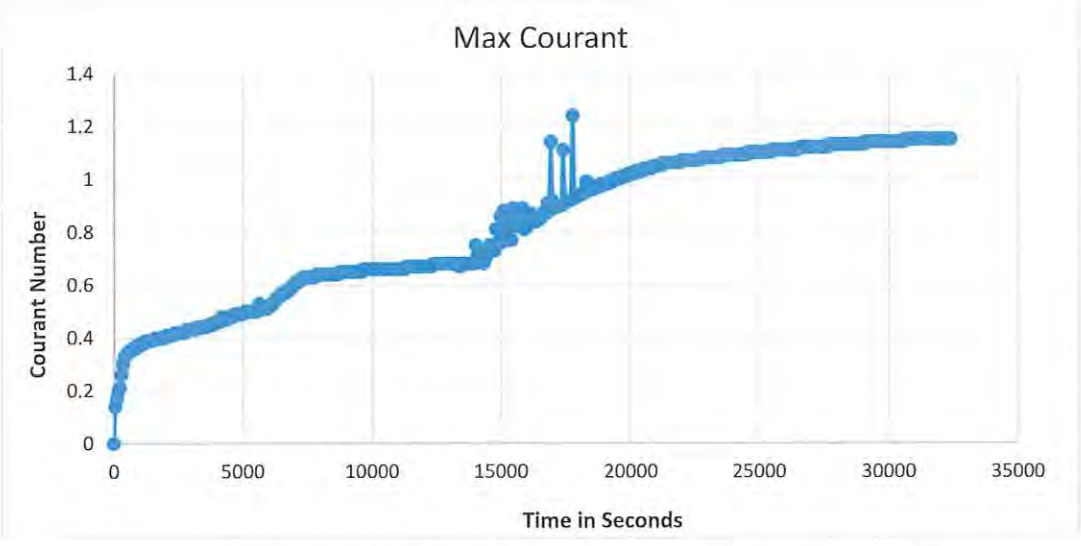


Figure 11. Maximum Courant No. 1% AEP Flood Simulation

3.2 Catchment Roughness

In both one dimensional and especially 2D modelling the critical parameters in the calibration of a model are the floodplain hydraulic roughness represented by Manning's 'n' representing the surfaces and vegetation types present on the flood plain.

To achieve a calibration, it is also preferable to have captured peak flood levels along the waterway for a flood event of known discharge. For Sheepwash Creek we currently have neither peak flood levels nor the associated discharge. However, Council has installed a gauge and will gather peak levels in the event of a large flood. So, at some future date a check can be carried out.

The estimated flood plain roughness values developed for the large-scale study of the Longford-Hadspen basin were adopted. The values were derived from model calibration for that project model. The Longford-Hadspen Manning's 'n' values provide a good estimate for West Perth and Sheepwash Creek.

The roughness parameters adopted for West Perth initially are as shown in Table 8.

Land surface	Manning's n
Pasture	0.03
Trees and scrub	0.1
River	0.046

Table 7. Adopted roughness parameters

3.3 Flood Mapping

The principal objective of this study was the production of flood maps using two-dimensional (2D) analysis to delineate the flood surfaces for the 1% and climate change 1% AEP flood scenarios. The resulting maps are provided in Appendix C.

3.3.1 General

The maps show the extent of floods likely to be experienced in up to 1% AEP Climate Change event for the median or 50% probability; it is based on flows shown in Table 5.

The maps may be used for emergency management assessments as the best information available at the time of publication. For general purposes the 1% CC to 1% AEP flood levels

can be described here as the median flood discharge value +/- 0.3 metres; users may also be able to access the GIS flood layers if authorised by Council's senior officers.

3.3.2 Flood Frequencies

An AEP or annual exceedance probability is the probability on average that a given flood height will be equalled or exceeded in any one year. Another term is ARI or Average Recurrence Interval; this is the average period between events of a nominated size. Table 8 shows the chance of a given AEP event occurring in a nominated period:

Annual Exceedance Probability (AEP)	20 Year Period	50 Year Period
5% (20 Year ARI)	64%	92%
2% (50 Year ARI)	33%	64%
1% (100 Year ARI)	18%	39%
0.5% (200 Year ARI)	10%	22%

Table 8. Probability of flood magnitude being exceeded in a 20 or 50 year period

3.3.3 Flood Discharge Values

It should be noted that the AEP or ARI associated with a particular discharge will change with time, due to additional recorded data altering the flood frequency estimate or through climate change. However, the flood level associated with a particular discharge and depicted on the maps will only change if flood plain conditions change as a result of flood plain modification, vegetation increase or decrease or further calibration data becoming available.

Further calibration data for peak flood levels with an associated peak flow estimates from a gauging station could produce different modelled levels.

Table 9 presents the peak flow estimates for the selected range of AEPs:

AEP	ARI in Years	Average Peak Flood Discharges Generated from Flood Frequency Analysis & RORB Modelling
		Sheepwash Creek @ Drummond Street
5%	20	7.14
2%	50	8.88
1%	100	10.23
1% CC	100 (yr. 2085)	21.97

Table 9. Average peak flood discharges generated from Flood Frequency Analysis & RORB modelling

3.3.4 Flood Surface

Flood surface levels can be determined from direct measurement by surveying the levels in the aftermath of a flood and then assigning an AEP to the flood surface, or by hydraulic modelling with a hydrodynamic model. Both approaches require FFA or hydrological modelling to determine the flood's AEP.

Figure 12 is taken from the modelling interface. It shows both the 1% AEP and 1% AEP Climate Change flood surfaces, which are mid and light blue respectively, and hydrograph input locations. The 1% AEP surface comes close to several houses but only as a shallow depth. Houses built with a minimum freeboard of 300mm above surrounding ground level or as advised by the Building Code of Australia (BCA), would probably not suffer inundation of their floors unless by wave action created by vehicles or wind. However, the 1% AEP CC flood surface will challenge several properties unless some form of flood mitigation is instigated.

Figure 12. 1% AEP and 1% AEP Climate Change Flood Surfaces & Hydrograph Input Locations

Mitigation could take the form of flood detention as discussed in Section 2.6, or channel and culvert enhancement along Sheepwash Creek. It may be that both forms of mitigation will be required. Section 3.4 will examine the current afflux at some of the culverts to illustrate the potential for mitigation by culvert enhancement.

Hopefully Council will continue to refine the map as more information becomes available, but for now this is the best estimate available for the various flood surfaces.

3.4 Head Loss at Culverts

This section looks at the head loss and or afflux at Philip Street, Edward Street, Youl Road, on the creek alignment, and Drummond Street.

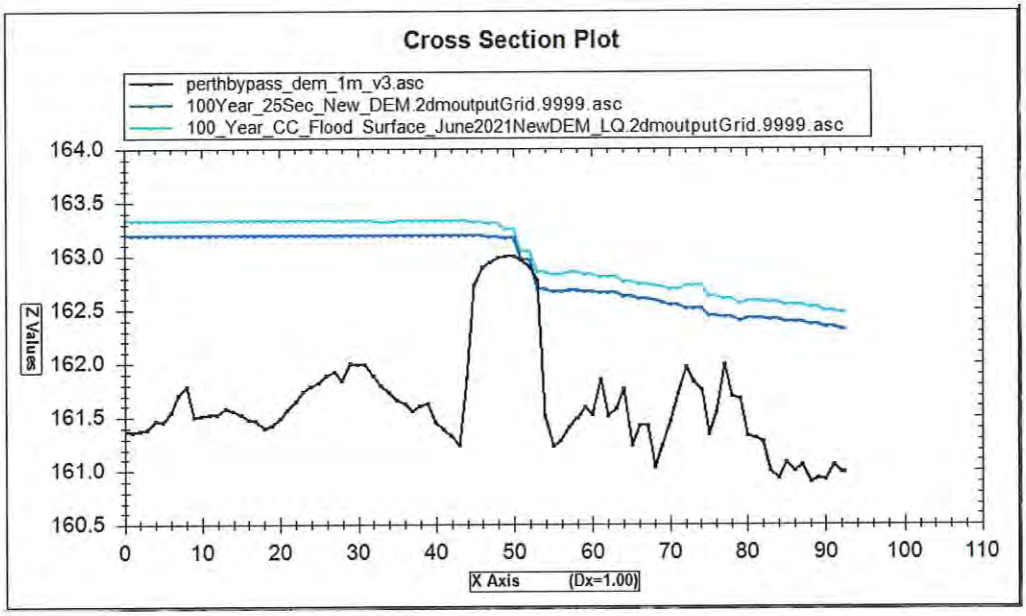


Figure 13. Philip Street Cross Section

The Philip Street overtops in both the 1% AEP and 1% AEP CC floods with only 1.51 m^2 waterway area. Table 10 indicates about 500mm head loss across the road:

Existing Philip Street Culverts (2 x DN900 and 1230 x 900mm)			
	Upstream	Downstream	Head Loss
1% AEP CC Flood Surface	163.32	162.82	0.50
1% AEP Flood Surface	163.19	162.66	0.53
Change in Elevation	0.13	0.16	-

Table 10. Flood levels across Phillip Street

Edward Street overtops in the 1% AEP CC event and has a 430 mm head loss upstream to down steam across the road. A larger culvert would probably raise the 1% AEP flood surface downstream and reduce it upstream.

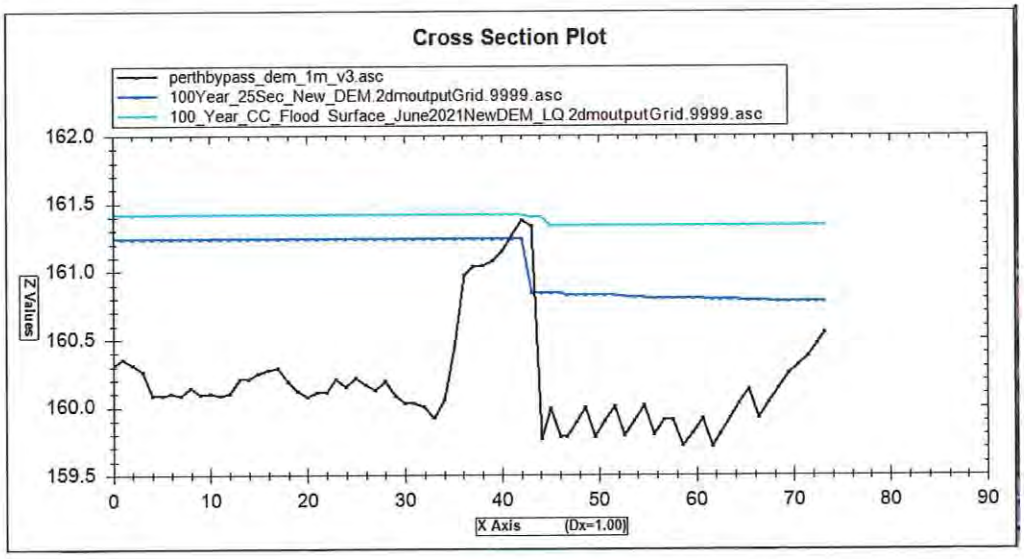


Figure 14. Edward Street Cross Section

Edward Street Culvert (3 x DN1050)			
	Upstream	Downstream	Head Loss
1% AEP CC Flood Surface	161.41	161.33	0.08
1% AEP Flood Surface	161.24	160.81	0.43
Change in Elevation	0.17	0.52	-

Table 11. Flood levels across Edward Street

At Youl Road and the railway on the original Creek alignment a significant drop of about 800mm occurs in both flood events. Upgrading Edward Street alone may increase the upstream flood level. As the Effra Court subdivision is upstream of this road, it would be well worth investigating the benefits of upgrading the culverts at this location.

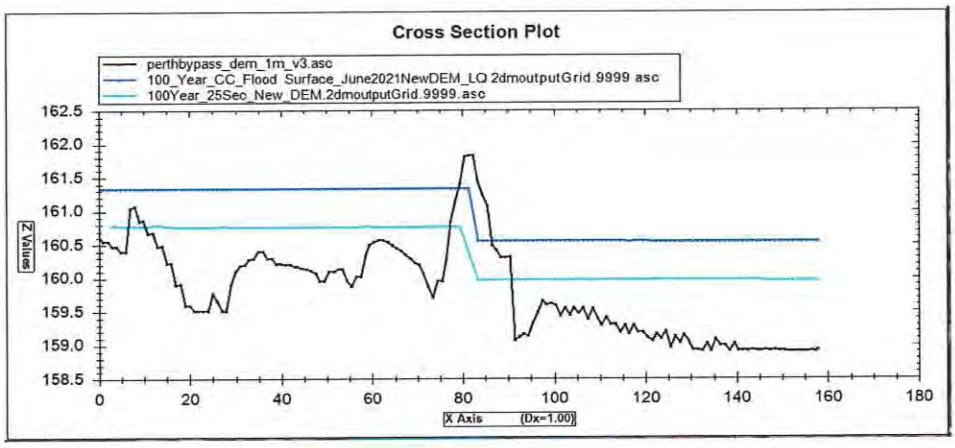


Figure 15. Old Railway Culverts at Youl Road Cross Section

Youl Road Culverts on Original Creek Alignment (2 x DN600)			
	Upstream	Downstream	Head Loss
1% AEP CC Flood Surface	161.33	160.54	0.79
1% AEP Flood Surface	160.76	159.96	0.8
Change in Elevation	0.57	0.58	-

Table 12. Flood levels across Edward Street

At Drummond Street the analysis indicates that for the 1% AEP and the 1% AEP CC the head loss across the road is of the order of 630 mm and 980mm respectively, see Table 13.

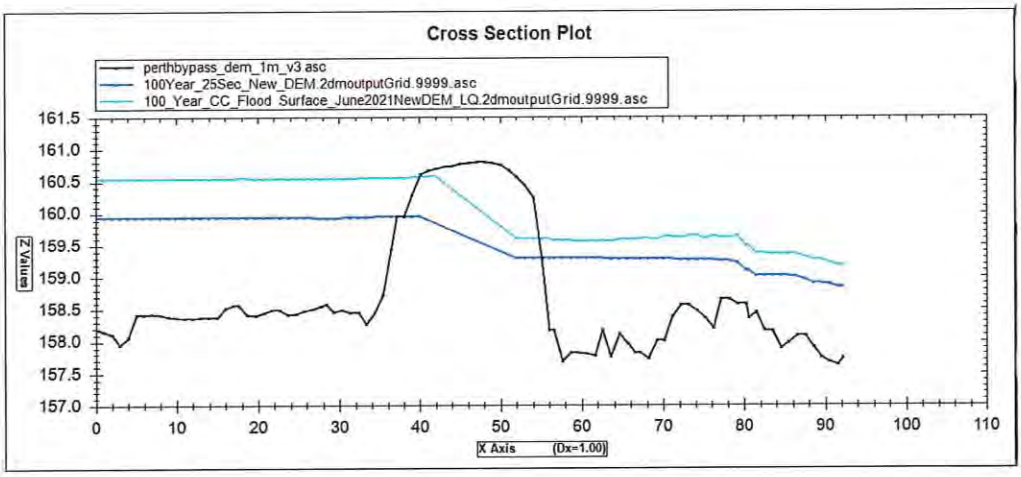


Figure 16. Drummond Street Cross Section

Drummond St Culverts (3 x DN1200)			
	Upstream	Downstream	Head Loss
1% AEP CC Flood Surface	160.54	159.56	0.98
1% AEP Flood Surface	159.92	159.29	0.63
Change in Elevation	0.62	0.27	-

Table 13. Flood levels across Drummond Street

There appears to be significant potential benefit in investigating the upgrading of these culverts.

4. Conclusions, Findings and Recommendations

1. It is recommended that the flood maps produced by this study are incorporated into the Planning Scheme flood hazard layer and are adopted to aid and facilitate emergency management.
2. As per the recommendation in the 2016 report, the hazard rating of the original McKinnon's dam should be confirmed. This will provide confidence to NMC that the dam, which may severely impact Perth if it fails, is being appropriately monitored and maintained. Dam failure currently poses a risk to existing and future west Perth development which has not yet fully been considered.
3. Council should further investigate the acquisition of dynamic storage in the lower MacKinnon Dam for flood detention and/or investigate the upgrading of culverts at Philip Street, Edward Street, Youl Road and Drummond Street. This will reduce the elevation of the current 1% AEP flood surface, reduce the impact of the 1% AEP climate change flood, and increase the relative current freeboard of existing residential properties.
4. Installation of a guide bank on the highway culvert outlet at the northern end of Perth, which would allow flow to be better directed into the creek channel, should also be considered.
5. We recommend Council continue with the gauging station upstream of Philip Street. This will have several potential benefits including: capturing data to enable calibration to future floods, capturing annual flood peaks to facilitate flood frequency analysis, emergency management.
6. To predict and measure the impacts of floods we recommend the collection of individual residential and commercial floor levels of critical infrastructure to be associated with the property address and as a GIS layer. These can be combined with the flood map data for planning assessments and for emergency management purposes with respect to flood warning and response.
7. To facilitate the capture of flood peak data for future flood studies within the municipality, we recommend that static flood gauges are installed upstream and downstream of the major bridges and that post flood surveys are carried out following major flood events and the data recorded for future use in conjunction with flood discharge data.

5. References

1. *Australian Rainfall and Runoff: A Guide to Flood Estimation*, Institute of Engineers, 1998.
2. *Australian Rainfall and Runoff, Revision Project 6: Loss Models for Catchment Simulation* July 2016.
3. Ball J, Babister M, Nathan R, Weeks W, Weinmann E, Retallick M, Testoni I, (Editors) *Australian Rainfall and Runoff: A Guide to Flood Estimation*, Commonwealth of Australia (Geoscience Australia), 2019.
4. Courant, R.; Friedrichs, K.; Lewy, H. (September 1956) [1928], *On the partial difference equations of mathematical physics*, AEC Research and Development Report, NYO-7689, New York: AEC Computing and Applied Mathematics Centre – Courant Institute of Mathematical Sciences.
5. ISIS2D User Manual CH2MHILL and on line reference.
6. Midland Highway Perth Link Roads Concept Design Report, Pitt and Sherry, 2017.
7. *Open-Channel hydraulics*, Ven Te Chow, McGraw-Hill, 1959.
8. The RORB Version 6, User Manual, Monash University by E.M. Laurenson, R.G. Mein, and R.J. Nathan 2010.

APPENDIX A – RFFE OUTPUT

RESULTS FROM ARR RFFE 2015 MODEL
Datetime: 2021-03-07 16:53
Region name: Tasmania
Region code: 2
Site name: West Perth
Latitude at catchment outlet (degree) = -41.576805639
Longitude at catchment outlet (degree) = 147.1632938
Latitude at catchment centroid (degree) = -41.557611267
Longitude at catchment centroid (degree) = 147.162779707
Distance of the nearest gauged catchment in the database (km) = 20.71
Catchment area (sq km) = 8.76
Design rainfall intensity, 1 in 2 AEP and 6 hr duration (mm/h): 4.487118
Design rainfall intensity, 1 in 50 AEP and 6 hr duration (mm/h): 8.191507
Shape factor of the ungauged catchment: 0.72

ESTIMATED FLOOD QUANTILES:

AEP (%)	Expected quantiles (m^3/s)	5% CL m^3/s	95% CL m^3/s
50	1.29	0.560	3.04
20	1.99	0.860	4.69
10	2.53	0.950	6.62
5	3.09	0.990	9.30
2	3.88	1.00	14.1
1	4.53	0.990	18.8

DATA FOR FITTING MULTI-NORMAL DISTRIBUTION FOR BUILDING CONFIDENCE LIMITS:

1 Mean (loge flow) = 0.522
2 St dev (loge flow) = 0.510
3 Skew (loge flow) = 0.135

Moments and correlations:

No	Most probable	Std dev	Correlation		
1	0.522	0.540	1.000		
2	0.510	0.387	-0.330	1.000	
3	0.135	0.169	0.150	-0.440	1.000

This is the end of output file.

APPENDIX B – FLOOD MAPS

Legend

- 100yr ARI Flood Surface-Existing
- 100yr ARI Flood Surface-Climate Change
- 1m contour (2020)
- National/State Highway
- Arterial Road; Sub Arterial Road
- Collector Road
- Local Road
- Railway

N

0 100 200 300 400
Metres

Scale 1:3,000 @ A1

Coordinate System GDA 1994 MGA Zone 55
Base data from theLIST, © State of Tasmania
Base image Esk Mapping & GIS 2020

SHEEPWASH CREEK FLOOD MAP

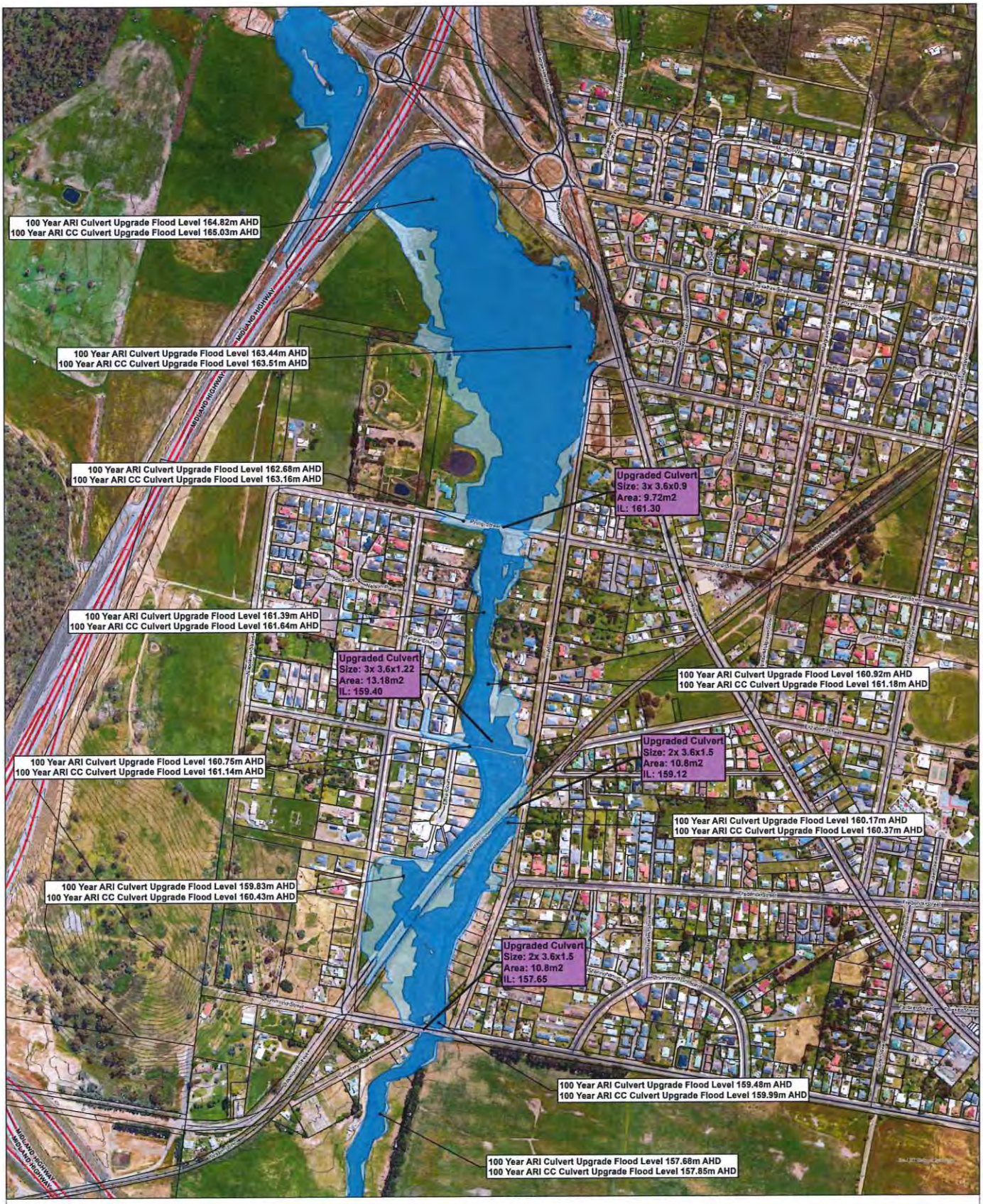
100 Year Average Recurrence Interval (ARI)
100 Year Climate Change Average Recurrence Interval
Based on Modelling December 2021

NORTHERN MIDLANDS COUNCIL

HYDRODYNAMICA

Map Created by: **L Cornwell**
Map Version: 5
Hydraulic Modelling by: **S Ratcliffe**
Map Date: 5th **January 2022**

esk mapping GIS



SHEEPWASH CREEK FLOOD MAP

100 Year Average Recurrence Interval (ARI) with Culvert Upgrades
100 Year Climate Change Average Recurrence Interval (ARI) with Culvert Upgrades
Based on Modelling January 2022

Map Created by: **L Cornwell**
Map Version: 3
Hydraulic Modelling by: **S Ratcliffe**
Map Date: **18th July 2022**

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XXX ~~LOCAL~~ DISTRICT COMMITTEE
MEMORANDUM OF UNDERSTANDING

NORTHERN MIDLANDS COUNCIL

1. PARTIES TO THE AGREEMENT

1. This Memorandum of Understanding is between the Northern Midlands Council and the members of the XXXX ~~Local~~ District Committee ("Committee").
2. The ~~XXX Local District~~ Committee was established as a special committee of the Northern Midlands Council on [DATE] pursuant to section 24 of the *Local Government Act 1993*.

2. TERM

The term of this MOU is from the date of signing, or 1 July 2024 (whichever is first) until 30 June 2026.

3. DEFINITIONS

"Agreement" means this Memorandum of Understanding.

"Committee" means the XXX District Committee.

"Committee Officer(s)" means the Committee Chairperson, Vice-Chairperson and Secretary (if applicable).

"Complaint" means a statement of objection or that something is unsatisfactory or unacceptable.

"Council" means Northern Midlands Council.

"Council Liaison" means the Council Officer who is the point of contact (and secretary if applicable) to the Committee.

"MOU" means this Memorandum of Understanding.

"Term of Membership" means the period of time Committee members are appointed in accordance with clause 5.3.

4. PURPOSE

1. The purpose of the MOU is to document the purpose of the Committee and to formalise the governance and functioning of the Committee for the effective and efficient running of the Committee, while clarifying the scope of the Committee.
2. This MOU supersedes all previous agreements between Council and the Committee.
3. The purpose of the ~~XXX Local District~~ Committee is to:
    a. Be a communication channel and conduit for information between Council and the Committee's local community ~~of XXXX~~ in accordance with clause 6.2(f) and (g);
    b. Identify any needs, concerns and expectations of the local community by way of community consultation and engagement as the Committee considers appropriate in accordance with clause 6.2(f) and (g); ~~XXX~~ and advise Council by providing written notification to the Council Liaison Officer or as Motion for Council to consider within the Committee's meeting minutes of these needs; and
    c. Consider and provide written feedback to Council in respect to matters referred to the Committee by Council for consultation.

d. The ~~XXX Local District~~ Committee is to act in an advisory capacity only. For the purposes of this ~~Memorandum of Understanding~~ MOU the term "advisory" means:

e. Having ~~or consisting in~~ the power to make recommendations to Council but not to take action enforcing them (unless requested to by Council); and

f. ~~Local District~~ Committees ~~and Forums~~ do not deal with the investigation and response to complaints which they may receive from time to time. Should the Committee receive a Complaint from a community member with respect to Council's activities or functions, the Committee Chairperson is to forward the complaint, along with the complainant's details (if applicable) onto the Council Liaison Officer for the Council to investigate, respond and action. The Committee's involvement with the complaint is at an end once the information has been provided to Council.

g. In the event the complainant makes additional complaints to the Committee with respect to the same matter, the Committee is to pass the additional complaints onto Council as per clause 4(3)(f) and is not expected to further respond or engage with the complaint, other than advising it is a matter for the complainant to take up with Council.

h. As the Committee is an extension of the Council and Council is the Planning Authority, the Committee is not able to make submissions/representations in response to Development Applications received. The Committee is permitted to discuss the Development Application(s), however cannot make any decisions or resolutions as a Committee in response to Development Application(s) received by Council. Should Committee members wish to make a submission/representation towards a Development Application, they are to do so in their personal capacity.

4. To assist the Committee with its communications with the wider community, and to protect the Chairperson's privacy, Council will establish for the Committee a Northern Midlands Council email address ".....@nmc.tas.gov.au" for the Committee's use and will publicly advertise the creation of these email addresses to the broader community and advise that should the community wish to contact the Committee, they are to do so via the designated Council email.

5. Should the Committee wish to establish a social media account (i.e. Facebook Page) for the purpose of communication with the community and publication of public notices regarding Council's activities, the Committee is permitted to do so. Should the Committee establish a social media account, the Committee must comply with Council's *Communications and Social Media Policy* **(copy annexed hereto and marked B)** and provide to Council the names of all account users.

5. MEMBERSHIP

1. Members of the Committee are to comprise of residents, representatives of local businesses and organisations of XXXX based within that district ~~communities~~, with invitations to be extended to local business owners, local committees for membership representation and other social enterprise to join the Committees membership.
2. Membership of the ~~XXX Local District~~ Committee shall comprise of a minimum of six (6) members and a maximum of ten (10) members.
3. Members are appointed for a term of two years.
4. The Term of Membership is to commence in July and conclude in June two years ~~later~~ from the commencement date.
5. The Committee shall have the power to appoint from within the membership the following Committee Officers at the Committee's Biennial General Meeting:
   a. Chairperson;
   b. Vice Chairperson; and
   c. Secretary (if applicable in circumstances where the Committee provides its own secretariat).

6. The Chairperson may hold the position of Chairperson for two consecutive terms only (i.e. being a total of four years) before they must vacate that position to allow for a new Chairperson to take on the role. The Chairperson may re-apply for the position of Chairperson in the future but not for the Term immediately following their two consecutive terms.

7. All Committee Officers shall be appointed by the Committee at the Biennial General Meeting held at the commencement of a two-year ~~term of appointment~~ Term of Membership.

8. The office of a member becomes vacant if the member is absent from three consecutive ordinary meetings of the Committee without a leave of absence granted by the Committee Chairperson or Council. The Committee Chairperson or Council will give consideration to a written application for an extended period of leave of absence which has been endorsed by the Committee on a case by case basis.

Application for Membership

9. Membership of the ~~XXX Local District~~ Committee is to be advertised by Council no less than four weeks and no more than 12 weeks ~~at least four weeks, but no more than eight weeks~~, prior to the expiration of a Term of Membership. Advertising is to occur:
    a. in the Northern Midlands Courier and Examiner newspaper; and
    b. on social media; and
    c. on Council's website.

10. Should the number of applications for Committee membership exceed the number of vacancies, Council's Executive Committee ~~(comprising Mayor, Deputy Mayor and one Councillor)~~ will determine the successful applicants in consultation with the Councillor representative(s) to the Committee.

11. Any member vacancy arising during the Term of Membership may be filled upon application for membership being received and any vacancy filled during a Term of Membership is for the remaining period of the MOU.

Confirmation of Appointment of Membership

12. Committee membership is to be ratified by the ~~Northern Midlands~~ Council at the next ordinary Council meeting prior to the commencement of the ~~membership term~~ Term of Membership.

13. In the event insufficient applications are received to fill the number of vacancies, Council will periodically re-advertise the vacant positions in the Northern Midlands Courier Newspaper, on Council's website and via social media.

14. Applications to Committees with less than 10 members can be made at any time; however, applications will not be accepted for ratification by Council within the final -three months of a ~~two-year term~~ Term of Membership.

15. In the event less than six (minimum number of members) applications for membership are received, the Committee is to go into recess until a sufficient number of applications are received.

16. In the event the Committee is unable to reach quorum at two consecutive meetings, the Committee will be placed into recess until additional members are appointed to the Committee.

17. Membership will be subject to the applicant holding current registration as a Council Volunteer and a Working with Vulnerable People Card, and as such, the contract with Council as a Volunteer extends to membership of the Committee; with Volunteer registration and induction to be completed by the applicant prior to the commencement of membership. The applicant and Committee is to work with Council's Work, Health and Safety Officer in relation to the volunteer induction.

18. At the conclusion of their ~~term in office~~ Term of Membership, members are eligible to reapply for membership. Should a re-appointment not occur, Council will provide written notice to the applicant.

6. ROLES AND RESPONSIBILITIES

1. The Committee's primary and priority focus is to work with the Council to make the Northern Midlands an enviable place to live, work and play.

Committee

2. The following are the roles and responsibilities of the ~~XXX Local District~~ Committee:
    a. To nominate one point of contact between the Committee and Council, and in the event the Committee does not advise who they have nominated, the default contact person will be the Chairperson.
    b. To provide Council with a list of the Committee's meeting dates and times immediately following the meeting at which they are set.
    c. To ~~facilitate~~ ensure the Chairperson and Vice-Chairperson attend a formal Council arranged information session with Council to receive information, direction and training, including but not limited to the following matters:
        i. Management and governance of Committee meetings, including declarations of pecuniary interests;
        ii. The Committee's relationship with Council;
        iii. The distinction between strategic and operational matters; and
        iv. The role and purpose of the Committee.
    d. To notify Council of matters which are strategic in nature (which Council is directly responsible for, or, may have influence over) within the ~~XXX~~ district, including by including within meeting minutes any Motion to be submitted and considered to Council.
    e. To provide written comment and/or feedback on matters referred to it by Council.
    f. To liaise with the community and special interest groups to ascertain their views/opinions on local issues and projects and notify Council of these, with such consultation occurring in a manner considered most appropriate by the Committee.
    g. To receive communications from the local community and special interest groups and forward their letters/requests with appropriate comment/feedback to Council, with such communication occurring in a manner considered most appropriate by the Committee.
    h. Will direct any complaints received by the Committee (via email or during Committee meetings) to the Council Liaison Officer via email for Council to action, including provision of contact details of the complainant. The Committee is not required to investigate or respond to the complaint received.
    i. To provide to Council in March each year a prioritised list of works and services to be considered for funding in the following budget year, including projects which could be considered for funding under appropriate Federal and State Government schemes.
    j. Committee Members are to submit customer requests to Council online at www.northernmidlands.tas.gov.au/contact/report-an-issue when matters of concern to the Committee or which they are advised of by community members are operational in nature e.g.: lawn mowing; road repairs. Should the Committee receive complaints from community members relating to operational matters or Council provided services, the Committee is to refer the community member to Council's Customer Request process as per the above.

Council

3. The following are the roles and responsibilities of the Council:

   a. To produce the agenda for the Committee for the first ordinary meeting incorporating the Biennial General Meeting following the commencement of the Term of Membership, and subsequent meetings should the Committee elect for Council to provide secretarial support.

   b. The Council will, at its next Ordinary Meeting following a local government election, appoint Councillor Representative(s) to the ~~XXX Local District~~ Committee.

   c. The Council will appoint a Council Liaison Officer to the Committee.

   d. To notify and communicate with the Committee on matters of interest or concern to the local community.

   e. To ensure all Committee members are currently registered volunteers of Council and inducted, and in the event any Committee members are identified as not being inducted.

   f. To receive and investigate Motions put by the Committee.

   g. The Committee Liaison Officer shall respond to the Committee with Council's decision and any necessary supporting information, documents and/or advice within ten working days from the date of the Council meeting to which the Motion was submitted.

   h. Unless another relevant Officer is identified, the Council Liaison Officer shall be the point of contact for the Committee to submit questions, including requests for updates, to Council in relation to ongoing operational matters of Council and the Council Liaison Officer shall provide comment and/or advice on matters referred to it by the Committee in a timely manner.

   i. To receive and consider the prioritised list of works and services from the Committee to be considered for funding, including projects that could be considered for funding under appropriate Federal and State Government schemes.

   j. Investigate and respond to complaints forwarded by the Committee in accordance with Council's policy and procedure, including responding directly to the complainant and providing confirmation to the Committee that the complaint has been received and actioned.

   k. Shall publicly promote the Committees within the wider community, including promoting their role as a communication channel between Council and the community and the opportunity for community members to attend Committee meetings.

   l. To provide the Committee with a Council issued email address (and training if necessary) and advise the wider community of the change in contact details.

7. MEETING PROCEDURES

Meeting Administration

1. Meetings are to be governed in accordance with the procedures stated within this MOU. In the event this MOU is silent in respect to a procedure, reference is to be made to the *Local Government (Meeting Procedures) Regulations 2015* for the appropriate procedure.

2. Meetings are to be held at a minimum once per quarter. Official Council supported meetings (i.e. secretarial support) shall be held on a bi-monthly basis (meaning every second month). Should the Committee elect to meet on a monthly basis they are welcome to do so, however acknowledge that at one of the meetings Council secretarial support will not be available.

3. The Committee is able to call a special meeting of the Committee outside the bi-monthly meeting should there be an item requiring consideration and discussion by the Committee prior to the next scheduled meeting. Special meetings of the Committee must follow the same procedures as provided for in this MOU.

4. The meeting dates and times are to be determined by the Committee at the Biennial General Meeting and the Committee will take all reasonable steps to ensure the meetings occur at a time convenient to the wider community (e.g. outside business hours), with the view of increasing community engagement at Committee meetings.
5. Meeting length is not to exceed 1.5 hours.
6. If the Committee is meeting at a Council owned facility, the Committee is not required to pay hire-fees and must ensure facility hire bookings are made for each meeting with the relevant person, being Council's Facilities Officer for Council run facilities and the nominated point of contact for facilities managed by a Management Committee of Council.
7. The Biennial General Meeting of the Committee will take place with the first ordinary meeting of the Committee at the commencement of each Term of Membership.
8. A calendar of meeting dates for the following calendar year is to be determined by the Committee at its last ordinary meeting of that year and provided to Council. ~~and published prior to the commencement of each calendar year.~~
9. Committees shall make an Acknowledgement of Country at the commencement of each meeting and take place immediately following the 'Attendance' item of the meeting.
10. Committees must include 'Declarations of Pecuniary Interest' as a standing Agenda item at each meeting with this agenda item immediately following the 'Acknowledgment of Country' agenda item.

Notice of Meeting, Meeting Agenda & Minutes

11. Notice of a meeting and an agenda are to be provided to the Committee members and the Councillor Representative(s) of the ~~XXX Local District~~ Committee at least four days but not more than 14 days prior to an ordinary meeting.
12. Minutes of an ordinary meeting of Committee are to be circulated to Committee members and to the Council Liaison Officer via email sent to council@nmc.tas.gov.au as soon as practicable after the meeting, but no more than 10 working days after the meeting.
13. If the ~~XXX Local District~~ Committee wishes Council to investigate a matter, it must put a motion to the Council for consideration as set out and formatted in **Annexure A** to this MOU. Any motion is to be received by Council no less than 10 days prior to the next Council meeting. Should the motion not be received within this timeframe, it will be held over to the following ordinary meeting of Council. Council is to have listed in the next Council Meeting Agenda any motions reflected in the Committee's minutes.
14. Committee Motions are not to be repetitive or relate to operational matters, should the Committee have questions in relation to operational matters, or requests for updates, the Committee shall make a request to the Council Liaison Officer or the Councillor Representative and is not required to submit a Motion.
15. The Council Liaison will ~~and~~ report back to the Committee the outcome of the motions within ten working days following the Council meeting.

Quorum & Voting

16. A meeting may only take place if the Committee has quorum. A meeting quorum is a majority of the ~~XXX Local District~~ Committee's current membership. For example, if the total number of members is 8, the quorum is 5.
17. A decision by the ~~XXX Local District~~ Committee is to be made by consensus (half the members present at a meeting, plus one). In the event the decision is split, the Chairperson is to make the final decision.

Councillor Representative

18. The Councillor Representative is an advisory role only. The Councillor Representative is not entitled to move motions or vote on any decisions made by the Committee.

19. The Chairperson may not withhold from an attending Councillor Representative the freedom to speak at a meeting.

20. Any Councillors attending meetings who are not the appointed Councillor Representative does so as a guest only. Guest Councillors must adhere to the meeting procedures applicable to Guests and are not to address the Committee as if they were the appointed Councillor Representative.

Guests

21. Guests attending ~~XXX Local District~~ Committee meetings are to do so as observers only. Guests may only participate in the meeting on invitation by the Chairperson. Guests must abide by meeting protocols.

22. Guests wishing to make a presentation or to provide comment at a meeting are to seek consent from the Chairperson and/or Secretary prior to the meeting.

23. Unless otherwise agreed by the Chairperson and/or Secretary, such presentation or comment by a guest is limited to a maximum of three minutes.

Subgroups

24. The Committee may make a recommendation to Council for endorsement to establish a special interest subgroup of the Committee.

25. Secretarial support will not be provided by Council for subgroup meetings; however, some administration assistance may be provided for projects approved by Council.

26. If required, subgroup meetings will be arranged outside of ordinary meeting times, at a time convenient to the subgroup members.

27. Subgroup members are required to take minutes at their meeting and submit those minutes to the Chairperson and Council Liaison Officer for the purpose of inclusion on the following Council Agenda.

8. COMMUNICATION, INFORMATION SHARING AND CONSULTATION

9. The role of the Councillor Representative is to provide information to the Committee from the Council.

10. Minutes of the meetings of the ~~XXX Local District~~ Committee are to be included by the Council Liaison Officer ~~to the Council as an Information Item to~~ in the next Council meeting after the meeting of the ~~XXX Local District~~ Committee if provided 10 days prior to the Council meeting and if no motions require Officer investigation prior to Council consideration.

11. The Committee must not communicate to third parties on behalf of Council without prior written approval of the General Manager and must obtain written approval from the General Manager of any written correspondence (email, letter, social media post, public notice etc..) to be sent by the Committee.

12. The Committee acknowledges that the Mayor is the official spokesperson of Council and any media request or comment sought from the Committee must not be given by the Committee and must be referred to Council.

13. Any incoming (or outgoing) official correspondence received (or sent) by the Chairperson, or received on behalf of the Chairperson, in relation to the ~~XXX Local District~~ Committee, which has not been referred to the Committee by Council or generated by Council, is to be provided to Council within 14 days of receipt thereof. Correspondence will be recorded by Council and a formal response provided by Council.

9. REVIEW AND EVALUATION

1. Council retains the right to review this Memorandum of Understanding at any time.

2. At the Biennial General Meeting of the ~~XXX Local District~~ Committee, ~~held at the commencement of each term of appointment,~~ the ~~XXX Local District~~ Committee is to review the provisions of this MOU ~~Memorandum of~~

~~Understanding~~, execute the document and return a signed copy to the Council Liaison Officer. ~~suggest amendments to its content.~~

10. GRIEVANCE AND CONFLICT RESOLUTION

1. ~~Committee Chairperson and~~ Council's People and Culture Business Partner will attempt to resolve any grievances or conflicts, utilising the framework and guidelines detailed in Council's Issue Resolution Policy and Procedure.

2. The Committee is not required to investigate any complaints received, the Committee's role is to pass complaints received along to the Council for the Council to investigate.

3. If there is no resolution, Council's General Manager will meet with the relevant parties and attempt to reach agreement or resolution.

11. SECRETARIAL SUPPORT & RESOURCES

1. Provision of secretarial support will be provided by Council:
   a. ~~For meetings held on a monthly basis, during office hours (subject to officer availability); OR~~
   b. For meetings held on a bi-monthly basis, ~~for meetings~~ ~~out of office hours~~ (subject to officer availability, and that ~~for~~ meetings commenc~~eing~~ at or before ~~6.30~~ 6.00pm), OR
   c. Funds of $2,500 in lieu of secretarial support (currently the monies are provided for projects subject to Council approval); ~~and whether the funds are a reasonable incentive).~~

2. In the event the Committee elects to provide its own secretarial support and receive funds in lieu from Council, it is recommended those funds are expended by the Committee (on Council approved projects) within the financial year it is received, with the funds accumulating for a maximum of two financial years. Any funds not expended within the two year period not be carried over to the following financial year.

3. The Committees appointed Council Liaison Officer ~~Secretary~~ will provide secretarial support for a maximum of ~~11~~ six meetings per annum.

~~Secretarial support will not be provided for subgroup meetings; however, some administration assistance may be provided for approved projects.~~

4. The ~~XXX Local District~~ Committee is to opt for one of the following resources to be provided by the Northern Midlands Council:

   ☐ ~~Secretarial assistance (meetings held in office hours) at scheduled monthly meetings, subject to availability.~~

   ☐ Secretarial assistance (meetings ~~held out of office hours~~ commencing at or before ~~6.30~~ 6.00pm) at scheduled bi-monthly meetings, subject to Officer's availability.

   OR

   ☐ An annual budget allocation of $2,500, in lieu of secretarial assistance, to be made available for projects, or secretarial support, as approved by Council.

XXX DISTRICT COMMITTEE

_____
CHAIRPERSON

Name: _____

DATE: _____

WITNESS: _____

Name: _____

NORTHERN MIDLANDS COUNCIL

_____
MAYOR

DATE: _____

_____
GENERAL MANAGER

DATE: _____

ANNEXURE A

DRAFT MOTION TO COUNCIL FOR COMMITTEE MINUTES

To provide clarity in motions/recommendations from the Committees, all proposed motions and the associated minutes need to contain the Five W's and H as detailed below:

- **Who:** The mover and seconder.
- **What:** What is it the mover and seconder want Council to do? The more specific the better. For example, *'That Council consider placing a park bench on the river walkway.'*
- **Where:** Where should this occur in the municipality? For example, *'The bench should ideally be placed where the walkway goes past the boat ramp, which is roughly 1km from the Victoria Square.'*
- **When:** For example, *'The Committee notes there was no budget allocation for this in 2023-24 and would like to see it included in the 2024-25 budget.'*
- **Why**: For example, *'The Committee notes this is an especially scenic part of the walkway and it's where people like to take a breather while walking as there's a climb on the walkway immediately before when heading toward Longford.'*
- **How:** For example, *'That subject to its inclusion in the 2024-25 capital works budget that the Manager Works aim to organise the works to occur before summer 2024.'*

Please include any motions in your meeting minutes in the following format:

Recommendation [Number]: [Name]

Mover:
Seconder:

Committee Comments/Background:

That it be recommended to Council that:

a) Council consider [details of the recommendation – one recommendation per point]

ANNEXURE B

Communications and Social Media Policy

XXX DISTRICT COMMITTEE
MEMORANDUM OF UNDERSTANDING

NORTHERN MIDLANDS COUNCIL

1. PARTIES TO THE AGREEMENT

1. This Memorandum of Understanding is between the Northern Midlands Council and the members of the XXXX District Committee ("Committee").
2. The Committee was established as a special committee of the Northern Midlands Council on [DATE] pursuant to section 24 of the *Local Government Act 1993*.

2. TERM

The term of this MOU is from the date of signing, or 1 July 2024 (whichever is first) until 30 June 2026.

3. DEFINITIONS

"Agreement" means this Memorandum of Understanding.

"Committee" means the XXX District Committee.

"Committee Officer(s)" means the Committee Chairperson, Vice-Chairperson and Secretary (if applicable).

"*Complaint*" means a statement of objection or that something is unsatisfactory or unacceptable.

"Council" means Northern Midlands Council.

"Council Liaison" means the Council Officer who is the point of contact (and secretary if applicable) to the Committee.

"MOU" means this Memorandum of Understanding.

"Term of Membership" means the period of time Committee members are appointed in accordance with clause 5.3.

4. PURPOSE

1. The purpose of the MOU is to document the purpose of the Committee and to formalise the governance and functioning of the Committee for the effective and efficient running of the Committee, while clarifying the scope of the Committee.
2. This MOU supersedes all previous agreements between Council and the Committee.
3. The purpose of the Committee is to:
    a. Be a communication channel and conduit for information between Council and the Committee's local community in accordance with clause 6.2(f) and (g);
    b. Identify any needs, concerns and expectations of the local community by way of community consultation and engagement as the Committee considers appropriate in accordance with clause 6.2(f) and (g); and advise Council by providing written notification to the Council Liaison Officer or as Motion for Council to consider within the Committee's meeting minutes of these needs; and
    c. Consider and provide written feedback to Council in respect to matters referred to the Committee by Council for consultation.

d. The Committee is to act in an advisory capacity only. For the purposes of this MOU the term "advisory" means:

e. Having the power to make recommendations to Council but not to take action enforcing them (unless requested to by Council); and

f. Committees do not deal with the investigation and response to complaints which they may receive from time to time. Should the Committee receive a Complaint from a community member with respect to Council's activities or functions, the Committee Chairperson is to forward the complaint, along with the complainant's details (if applicable) onto the Council Liaison Officer for the Council to investigate, respond and action. The Committee's involvement with the complaint is at an end once the information has been provided to Council.

g. In the event the complainant makes additional complaints to the Committee with respect to the same matter, the Committee is to pass the additional complaints onto Council as per clause 4(3)(f) and is not expected to further respond or engage with the complaint, other than advising it is a matter for the complainant to take up with Council.

h. As the Committee is an extension of the Council and Council is the Planning Authority, the Committee is not able to make submissions/representations in response to Development Applications received. The Committee is permitted to discuss the Development Application(s), however cannot make any decisions or resolutions as a Committee in response to Development Application(s) received by Council. Should Committee members wish to make a submission/representation towards a Development Application, they are to do so in their personal capacity.

4. To assist the Committee with its communications with the wider community, and to protect the Chairperson's privacy, Council will establish for the Committee a Northern Midlands Council email address ".....@nmc.tas.gov.au" for the Committee's use and will publicly advertise the creation of these email addresses to the broader community and advise that should the community wish to contact the Committee, they are to do so via the designated Council email.

5. Should the Committee wish to establish a social media account (i.e. Facebook Page) for the purpose of communication with the community and publication of public notices regarding Council's activities, the Committee is permitted to do so. Should the Committee establish a social media account, the Committee must comply with Council's *Communications and Social Media Policy* (**copy annexed hereto and marked B**) and provide to Council the names of all account users.

5. MEMBERSHIP

1. Members of the Committee are to comprise of residents, representatives of local businesses and organisations of XXXX based within that district, with invitations to be extended to local business owners, local committees for membership representation and other social enterprise to join the Committees membership.

2. Membership of the Committee shall comprise of a minimum of six (6) members and a maximum of ten (10) members.

3. Members are appointed for a term of two years.

4. The Term of Membership is to commence in July and conclude in June two years from the commencement date.

5. The Committee shall have the power to appoint from within the membership the following Committee Officers at the Committee's Biennial General Meeting:
   a. Chairperson;
   b. Vice Chairperson; and
   c. Secretary (if applicable in circumstances where the Committee provides its own secretariat).

6. The Chairperson may hold the position of Chairperson for two consecutive terms only (i.e. being a total of four years) before they must vacate that position to allow for a new Chairperson to take on the role. The Chairperson

may re-apply for the position of Chairperson in the future but not for the Term immediately following their two consecutive terms.

7. All Committee Officers shall be appointed by the Committee at the Biennial General Meeting held at the commencement of a two-year Term of Membership.

8. The office of a member becomes vacant if the member is absent from three consecutive ordinary meetings of the Committee without a leave of absence granted by the Committee Chairperson or Council. The Committee Chairperson or Council will give consideration to a written application for an extended period of leave of absence which has been endorsed by the Committee on a case by case basis.

Application for Membership

9. Membership of the Committee is to be advertised by Council no less than four weeks and no more than 12 weeks, prior to the expiration of a Term of Membership. Advertising is to occur:
    a. in the Northern Midlands Courier and Examiner newspaper; and
    b. on social media; and
    c. on Council's website.

10. Should the number of applications for Committee membership exceed the number of vacancies, Council's Executive Committee will determine the successful applicants in consultation with the Councillor representative(s) to the Committee.

11. Any member vacancy arising during the Term of Membership may be filled upon application for membership being received and any vacancy filled during a Term of Membership is for the remaining period of the MOU.

Confirmation of Appointment of Membership

12. Committee membership is to be ratified by the Council at the next ordinary Council meeting prior to the commencement of the Term of Membership.

13. In the event insufficient applications are received to fill the number of vacancies, Council will periodically re-advertise the vacant positions in the Northern Midlands Courier Newspaper, on Council's website and via social media.

14. Applications to Committees with less than 10 members can be made at any time; however, applications will not be accepted for ratification by Council within the final -three months of a Term of Membership.

15. In the event less than six (minimum number of members) applications for membership are received, the Committee is to go into recess until a sufficient number of applications are received.

16. In the event the Committee is unable to reach quorum at two consecutive meetings, the Committee will be placed into recess until additional members are appointed to the Committee.

17. Membership will be subject to the applicant holding current registration as a Council Volunteer and a Working with Vulnerable People Card, and as such, the contract with Council as a Volunteer extends to membership of the Committee; with Volunteer registration and induction to be completed by the applicant prior to the commencement of membership. The applicant and Committee is to work with Council's Work, Health and Safety Officer in relation to the volunteer induction.

18. At the conclusion of their Term of Membership, members are eligible to reapply for membership. Should a re-appointment not occur, Council will provide written notice to the applicant.

6. ROLES AND RESPONSIBILITIES

1. The Committee's primary and priority focus is to work with the Council to make the Northern Midlands an enviable place to live, work and play.

Committee

2. The following are the roles and responsibilities of the Committee:
    a. To nominate one point of contact between the Committee and Council, and in the event the Committee does not advise who they have nominated, the default contact person will be the Chairperson.
    b. To provide Council with a list of the Committee's meeting dates and times immediately following the meeting at which they are set.
    c. To ensure the Chairperson and Vice-Chairperson attend a formal Council arranged information session with Council to receive information, direction and training, including but not limited to the following matters:
        i. Management and governance of Committee meetings, including declarations of pecuniary interests;
        ii. The Committee's relationship with Council;
        iii. The distinction between strategic and operational matters; and
        iv. The role and purpose of the Committee.
    d. To notify Council of matters which are strategic in nature (which Council is directly responsible for, or, may have influence over) within the district, including by including within meeting minutes any Motion to be submitted and considered to Council.
    e. To provide written comment and/or feedback on matters referred to it by Council.
    f. To liaise with the community and special interest groups to ascertain their views/opinions on local issues and projects and notify Council of these, with such consultation occurring in a manner considered most appropriate by the Committee.
    g. To receive communications from the local community and special interest groups and forward their letters/requests with appropriate comment/feedback to Council, with such communication occurring in a manner considered most appropriate by the Committee.
    h. Will direct any complaints received by the Committee (via email or during Committee meetings) to the Council Liaison Officer via email for Council to action, including provision of contact details of the complainant. The Committee is not required to investigate or respond to the complaint received.
    i. To provide to Council in March each year a prioritised list of works and services to be considered for funding in the following budget year, including projects which could be considered for funding under appropriate Federal and State Government schemes.
    j. Committee Members are to submit customer requests to Council online at www.northernmidlands.tas.gov.au/contact/report-an-issue when matters of concern to the Committee or which they are advised of by community members are operational in nature e.g.: lawn mowing; road repairs. Should the Committee receive complaints from community members relating to operational matters or Council provided services, the Committee is to refer the community member to Council's Customer Request process as per the above.

Council

3. The following are the roles and responsibilities of the Council:

a. To produce the agenda for the Committee for the first ordinary meeting incorporating the Biennial General Meeting following the commencement of the Term of Membership, and subsequent meetings should the Committee elect for Council to provide secretarial support.

b. The Council will, at its next Ordinary Meeting following a local government election, appoint Councillor Representative(s) to the Committee.

c. The Council will appoint a Council Liaison Officer to the Committee.

d. To notify and communicate with the Committee on matters of interest or concern to the local community.

e. To ensure all Committee members are currently registered volunteers of Council and inducted, and in the event any Committee members are identified as not being inducted.

f. To receive and investigate Motions put by the Committee.

g. The Committee Liaison Officer shall respond to the Committee with Council's decision and any necessary supporting information, documents and/or advice within ten working days from the date of the Council meeting to which the Motion was submitted.

h. Unless another relevant Officer is identified, the Council Liaison Officer shall be the point of contact for the Committee to submit questions, including requests for updates, to Council in relation to ongoing operational matters of Council and the Council Liaison Officer shall provide comment and/or advice on matters referred to it by the Committee in a timely manner.

i. To receive and consider the prioritised list of works and services from the Committee to be considered for funding, including projects that could be considered for funding under appropriate Federal and State Government schemes.

j. Investigate and respond to complaints forwarded by the Committee in accordance with Council's policy and procedure, including responding directly to the complainant and providing confirmation to the Committee that the complaint has been received and actioned.

k. Shall publicly promote the Committees within the wider community, including promoting their role as a communication channel between Council and the community and the opportunity for community members to attend Committee meetings.

l. To provide the Committee with a Council issued email address (and training if necessary) and advise the wider community of the change in contact details.

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3. The Committee is able to call a special meeting of the Committee outside the bi-monthly meeting should there be an item requiring consideration and discussion by the Committee prior to the next scheduled meeting. Special meetings of the Committee must follow the same procedures as provided for in this MOU.

4. The meeting dates and times are to be determined by the Committee at the Biennial General Meeting and the Committee will take all reasonable steps to ensure the meetings occur at a time convenient to the wider community (e.g. outside business hours), with the view of increasing community engagement at Committee meetings.

5. Meeting length is not to exceed 1.5 hours.

6. If the Committee is meeting at a Council owned facility, the Committee is not required to pay hire-fees and must ensure facility hire bookings are made for each meeting with the relevant person, being Council's Facilities Officer for Council run facilities and the nominated point of contact for facilities managed by a Management Committee of Council.
7. The Biennial General Meeting of the Committee will take place with the first ordinary meeting of the Committee at the commencement of each Term of Membership.
8. A calendar of meeting dates for the following calendar year is to be determined by the Committee at its last ordinary meeting of that year and provided to Council.
9. Committees shall make an Acknowledgement of Country at the commencement of each meeting and take place immediately following the 'Attendance' item of the meeting.
10. Committees must include 'Declarations of Pecuniary Interest' as a standing Agenda item at each meeting with this agenda item immediately following the 'Acknowledgment of Country' agenda item.

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12. Minutes of an ordinary meeting of Committee are to be circulated to Committee members and to the Council Liaison Officer via email sent to council@nmc.tas.gov.au as soon as practicable after the meeting, but no more than 10 working days after the meeting.
13. If the Committee wishes Council to investigate a matter, it must put a motion to the Council for consideration as set out and formatted in **Annexure A** to this MOU. Any motion is to be received by Council no less than 10 days prior to the next Council meeting. Should the motion not be received within this timeframe, it will be held over to the following ordinary meeting of Council. Council is to have listed in the next Council Meeting Agenda any motions reflected in the Committee's minutes.
14. Committee Motions are not to be repetitive or relate to operational matters, should the Committee have questions in relation to operational matters, or requests for updates, the Committee shall make a request to the Council Liaison Officer or the Councillor Representative and is not required to submit a Motion.
15. The Council Liaison will ~~and~~ report back to the Committee the outcome of the motions within ten working days following the Council meeting.

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16. A meeting may only take place if the Committee has quorum. A meeting quorum is a majority of the Committee's current membership. For example, if the total number of members is 8, the quorum is 5.
17. A decision by the Committee is to be made by consensus (half the members present at a meeting, plus one). In the event the decision is split, the Chairperson is to make the final decision.

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18. The Councillor Representative is an advisory role only. The Councillor Representative is not entitled to move motions or vote on any decisions made by the Committee.
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20. Any Councillors attending meetings who are not the appointed Councillor Representative does so as a guest only. Guest Councillors must adhere to the meeting procedures applicable to Guests and are not to address the Committee as if they were the appointed Councillor Representative.

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21. Guests attending Committee meetings are to do so as observers only. Guests may only participate in the meeting on invitation by the Chairperson. Guests must abide by meeting protocols.
22. Guests wishing to make a presentation or to provide comment at a meeting are to seek consent from the Chairperson and/or Secretary prior to the meeting.
23. Unless otherwise agreed by the Chairperson and/or Secretary, such presentation or comment by a guest is limited to a maximum of three minutes.

Subgroups

24. The Committee may make a recommendation to Council for endorsement to establish a special interest subgroup of the Committee.
25. Secretarial support will not be provided by Council for subgroup meetings; however, some administration assistance may be provided for projects approved by Council.
26. If required, subgroup meetings will be arranged outside of ordinary meeting times, at a time convenient to the subgroup members.
27. Subgroup members are required to take minutes at their meeting and submit those minutes to the Chairperson and Council Liaison Officer for the purpose of inclusion on the following Council Agenda.

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9. The role of the Councillor Representative is to provide information to the Committee from the Council.
10. Minutes of the meetings of the Committee are to be included by the Council Liaison Officer in the next Council meeting after the meeting of the Committee if provided 10 days prior to the Council meeting and if no motions require Officer investigation prior to Council consideration.
11. The Committee must not communicate to third parties on behalf of Council without prior written approval of the General Manager and must obtain written approval from the General Manager of any written correspondence (email, letter, social media post, public notice etc..) to be sent by the Committee.
12. The Committee acknowledges that the Mayor is the official spokesperson of Council and any media request or comment sought from the Committee must not be given by the Committee and must be referred to Council.
13. Any incoming (or outgoing) official correspondence received (or sent) by the Chairperson, or received on behalf of the Chairperson, in relation to the Committee, which has not been referred to the Committee by Council or generated by Council, is to be provided to Council within 14 days of receipt thereof. Correspondence will be recorded by Council and a formal response provided by Council.

9. REVIEW AND EVALUATION

1. Council retains the right to review this Memorandum of Understanding at any time.
2. At the Biennial General Meeting of the Committee, the Committee is to review the provisions of this MOU, execute the document and return a signed copy to the Council Liaison Officer.

10. GRIEVANCE AND CONFLICT RESOLUTION

1. Council's People and Culture Business Partner will attempt to resolve any grievances or conflicts, utilising the framework and guidelines detailed in Council's Issue Resolution Policy and Procedure.

2. The Committee is not required to investigate any complaints received, the Committee's role is to pass complaints received along to the Council for the Council to investigate.

3. If there is no resolution, Council's General Manager will meet with the relevant parties and attempt to reach agreement or resolution.

11. SECRETARIAL SUPPORT & RESOURCES

1. Provision of secretarial support will be provided by Council:
   a. For meetings held on a bi-monthly basis (subject to officer availability, and that meetings commence at or before 6.00pm), OR
   b. Funds of $2,500 in lieu of secretarial support (currently the monies are provided for projects subject to Council approval).
2. In the event the Committee elects to provide its own secretarial support and receive funds in lieu from Council, it is recommended those funds are expended by the Committee (on Council approved projects) within the financial year it is received, with the funds accumulating for a maximum of two financial years. Any funds not expended within the two year period not be carried over to the following financial year.
3. The Committees appointed Council Liaison Officer will provide secretarial support for a maximum of six meetings per annum.
4. The Committee is to opt for one of the following resources to be provided by the Northern Midlands Council:

☐ Secretarial assistance at scheduled bi-monthly meetings (meetings commencing at or before 6.00pm), subject to Officer's availability.

OR

☐ An annual budget allocation of $2,500, in lieu of secretarial assistance, to be made available for projects, or secretarial support, as approved by Council.

XXX DISTRICT COMMITTEE

_____
CHAIRPERSON

Name: _____

DATE: _____

WITNESS: _____

Name: _____

NORTHERN MIDLANDS COUNCIL

_____
MAYOR

DATE: _____

_____
GENERAL MANAGER

DATE: _____

ANNEXURE A

DRAFT MOTION TO COUNCIL FOR COMMITTEE MINUTES

To provide clarity in motions/recommendations from the Committees, all proposed motions and the associated minutes need to contain the Five W's and H as detailed below:

- **Who:** The mover and seconder.
- **What:** What is it the mover and seconder want Council to do? The more specific the better. For example, *'That Council consider placing a park bench on the river walkway.'*
- **Where:** Where should this occur in the municipality? For example, *'The bench should ideally be placed where the walkway goes past the boat ramp, which is roughly 1km from the Victoria Square.'*
- **When:** For example, *'The Committee notes there was no budget allocation for this in 2023-24 and would like to see it included in the 2024-25 budget.'*
- **Why**: For example, *'The Committee notes this is an especially scenic part of the walkway and it's where people like to take a breather while walking as there's a climb on the walkway immediately before when heading toward Longford.'*
- **How:** For example, *'That subject to its inclusion in the 2024-25 capital works budget that the Manager Works aim to organise the works to occur before summer 2024.'*

Please include any motions in your meeting minutes in the following format:

Recommendation [Number]: [Name]

Mover:
Seconder:

Committee Comments/Background:

That it be recommended to Council that:

a) Council consider [details of the recommendation – one recommendation per point]

ANNEXURE B

Communications and Social Media Policy

Northern Midlands Council Account Management Report

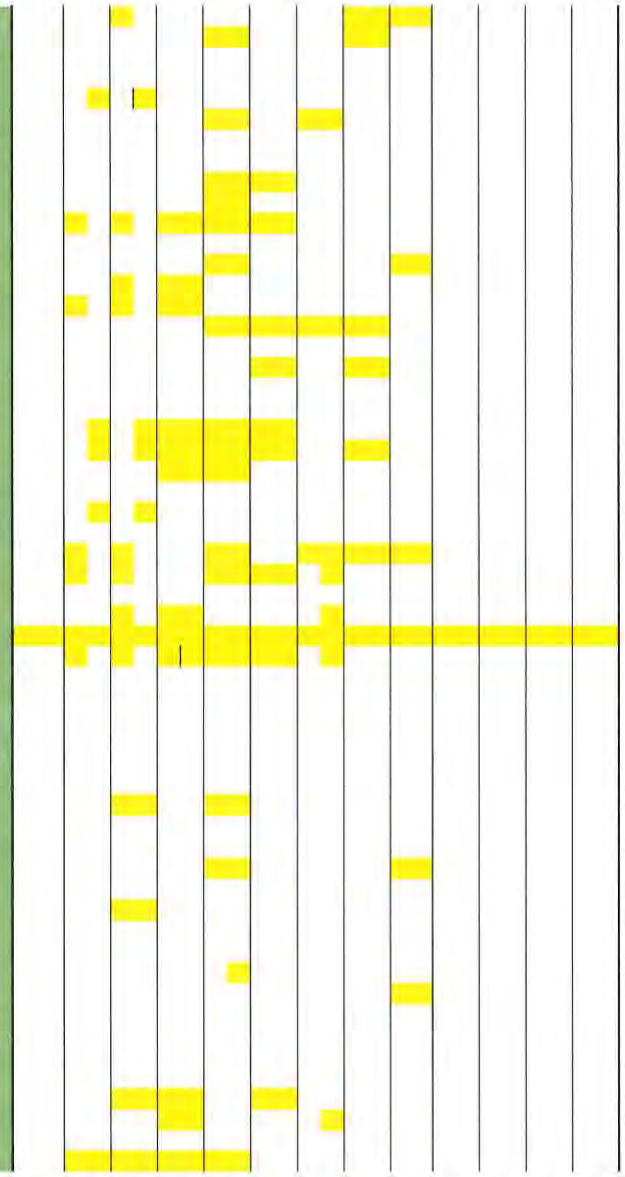
Income & Expenditure Summary for the Period Ended 29 February 2024 (67% Year Completed)

Line Item Summary Totals	Operating Statement												
	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	of Budget
1 Wages	571,058	416,033	1,183,525	1,020,327	270,364	189,238	616,833	394,511	1,967,440	1,526,899	4,609,220.00	3,547,008.00	76.95%
2 Material & Services Expenditure	621,929	470,219	979,102	1,000,417	169,960	126,658	443,640	394,624	4,597,295	2,890,112	6,811,926.00	4,882,030.00	71.67%
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	3,581,768.00	50.00%
4 Government Levies & Charges	6,422	6,492	976,796	331,067	3,360	2,708	0	377	164,700	119,329	1,151,278.00	459,973.00	39.95%
5 Interest Expenditure	0	0	63,900	31,950	0	0	0	0	0	0	63,900.00	31,950.00	50.00%
7 Councillors Expenditure	223,690	154,727	0	0	0	0	0	0	0	0	223,690.00	154,727.00	69.17%
9 Other Expenditure	759,575	100,415	548,751	590,076	299,150	145,607	10,670	18,230	131,485	81,998	1,749,631.00	936,326.00	53.52%
11 Oncost	285,528	195,693	574,852	490,450	129,631	88,190	305,917	186,212	894,742	668,703	2,190,670.00	1,629,248.00	74.37%
12 Internal Plant Hire/Rental	21,760	5,032	26,540	5,662	32,550	1,510	21,490	4,580	1,039,510	744,107	1,141,850.00	760,891.00	66.64%
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	114,158	247,327	201,995	57,444	59,247	121,532	92,430	419,214	367,472	943,626.00	835,302.00	88.52%
15 Oncost Paid - Non Payroll	136,949	124,449	297,960	272,259	68,569	38,742	154,767	122,067	601,028	459,394	1,259,273.00	1,016,911.00	80.75%
16 Plant Expenditure Paid	4,436	4,569	26,240	17,794	7,994	6,634	18,830	14,172	520,960	391,063	578,462.00	434,232.00	75.07%
	2,808,227	1,631,172	13,216,159	8,086,978	1,072,097	675,072	1,714,909	1,237,818	17,256,047	10,705,304	36,067,439.00	22,336,344.00	61.93%
17 Rate Revenue	0	0	(12,886,893)	(12,943,870)	0	0	0	0	(1,316,888)	(1,326,584)	(14,203,781.00)	(14,270,454.00)	100.47%
18 Recurrent Grant Revenue	0	0	(2,232,989)	(735,361)	0	0	0	(22,594)	(2,972,199)	(148,759)	(5,205,188.00)	(906,714.00)	17.42%
19 Fees and Charges Revenue	(129)	(1,505)	(1,093,999)	(1,009,315)	(177,138)	(198,665)	(620,655)	(527,868)	(742,366)	(528,242)	(2,634,486.00)	(2,265,595.00)	86.00%
21 Interest Revenue	(891,900)	(379,759)	(366,779)	(255,462)	0	0	0	0	0	0	(1,258,679.00)	(635,221.00)	50.47%
22 Reimbursements Revenue	(2,000)	(17,418)	(26,400)	(17,914)	(8,354)	(6,240)	(60,000)	(52,563)	(8,443)	41,323	(105,197.00)	(52,812.00)	50.20%
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)	(224,506)	(542,751)	(516,679)	(121,431)	(66,098)	(271,786)	(218,744)	(1,059,664)	(787,616)	(2,213,761.00)	(1,803,645.00)	81.47%
Plant Hire Income - Internal Tfer	(10,130)	0	(26,870)	0	0	0	(43,372)	0	(1,374,500)	(876,450)	(1,454,872.00)	(876,450.00)	60.25%
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)	(23,456)	(313)	(1,104)	0	0	(40,058)	(75,963)	(525,775.00)	(334,525.00)	63.63%
	(1,744,034)	(934,064)	(17,853,579)	(15,485,120)	(959,015)	(587,997)	(1,578,891)	(1,139,808)	(14,230,401)	(7,033,736)	(36,365,920.00)	(25,180,729.00)	69.24%
Underlying (Surplus) / Deficit Before	1,064,193	697,108	(4,637,420)	(7,398,142)	113,082	87,075	136,018	98,010	3,025,646	3,671,568	(298,481)	(2,844,381)	
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	1,064,193	709,050	(4,637,420)	(7,398,142)	113,082	92,841	136,018	98,010	3,427,034	3,585,876	102,907	(2,912,365)	
Capital Grant Revenue	0	0	0	0	(50,000)	0	0	0	(7,913,339)	(4,782,499)	(7,963,339)	(4,782,499)	
Subdivider & Capital Contributions	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	(50,000)	0	0	0	(7,913,339)	(4,782,499)	(7,963,339)	(4,782,499)	
Operating (Surplus) / Deficit	1,064,193	709,050	(4,637,420)	(7,398,142)	63,082	92,841	136,018	98,010	(4,486,305)	(1,196,623)	(7,860,432)	(7,694,864)	

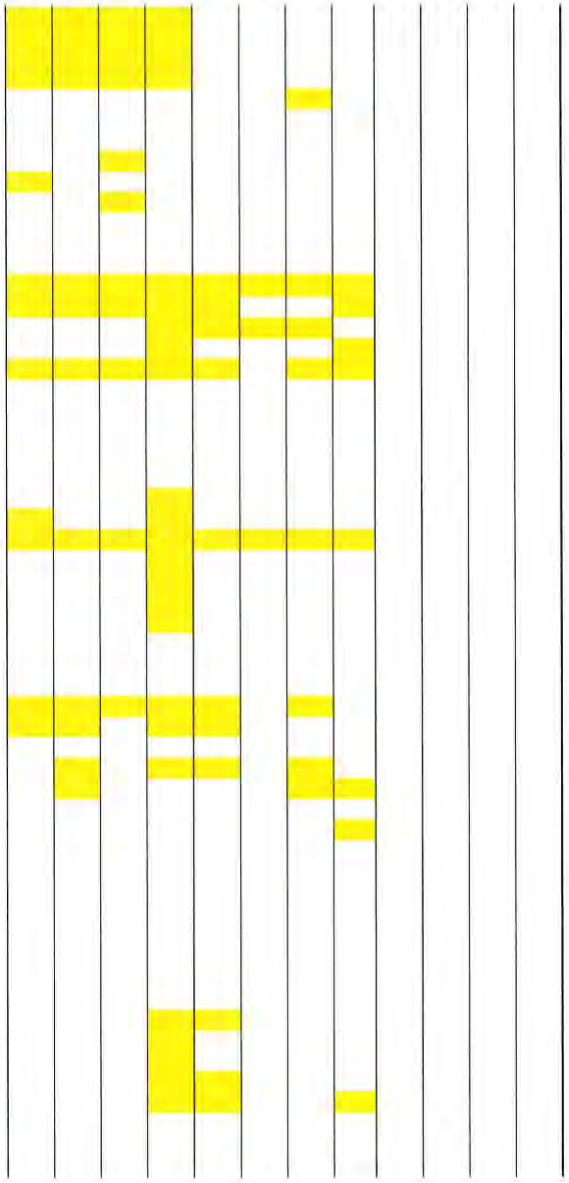
Northern Midlands Council Account Management Report		Annual Budget $	YTD Actual $	Annual Budget Spent %	Schelduled and Actual Works by Month Actual Expenditure / Scheduled Work	B/fwd	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2023/24 for year to 29 February 2024																		
Capital Expenditure - 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%	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	43,165	13%														
715300.5	Corp - Council Chamber audio upgrade	100,000	35,343	35%														
791105	Cry Child Care Centre Internal Painting	10,000	11,060	111%														
791110	Pth - Child Care Centre Fore Street Preliminaries	25,000	4,111	16%														
791111	Pth - Child Care Centre Fore Street Construction Contract	-	12,202	0%														
791112	Pth - Child Care Centre Fore Street Furniture & Fittings	-	9,271	0%														
	Total Equipment & Buildings - Corporate Services	527,863	187,237	35%														
		527,863	187,237	35%														
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%	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%	Less trade $27,272													
700023	Fleet - F23 Utility Litter & Garbage Collection	22,000	40,181	183%	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%	Less trade $61,818													
700042	Fleet - F42 Truck 6 Yard	156,000	181,821	117%	Less trade $61,818													
700051	Fleet - F51 Backhoe	-	-	0%														
700064	Fleet - F64 Tractor	100,000	159,300	159%	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%	Less trade $23,636
700180	Flet - F180 Depot Pool Utility Vehicle	30,000	-	0%	
700199	Fleet - F199 Vehicle Hoist Longford Depot	-	10,170	0%	
715320	Works - Purchase Small Plant	40,000	1,779	4%	
720200	Works - Longford Depot Improvements	50,000	1,398	3%	
720201	Works - Ctown Depot Improvements	50,000	578	1%	
	Total Fleet, Plant & Depot	1,007,000	759,220	75%	
All Areas - Street Tree program					
707814	BUDGET ONLY NO ORDERS All Areas - Street Tree Program	-	-		
	Total All Areas - Street Tree program	-	-	0%	
All Areas - Town Entrance Landscape/Beautification					
707855	BUDGET ONLY NO ORDERS All Areas - Town Entrance Landscaping/Beautification	-	372	0%	
707899	BUDGET ONLY NO ORDERS All Areas - Signage Projects	20,000	-	0%	
	Total All Areas - Town Entrance Landscape/Beautification	20,000	372	2%	
All Areas - Street Furniture					
715255	BUDGET ONLY NO ORDERS All Areas - Street Furniture	90,000	4,966	6%	
715255.11	Avoca - Street Furniture Seat Purchase and Installation	-	18,806	0%	
715255.12	Lfd - Park Furniture Seat Purchase and Installation Cairns Park	-	-	0%	
715255.13	Ctown - Street Furniture Seat Purchase and Installation Queen St	-	-	0%	
715255.14	Ross - Street Furniture Seat Purchase and Installation Church St	-	-	0%	
715255.15	Lfd- Street Furniture Mill Dam Longford	-	4,890	0%	
715255.16	Evan - Street Furniture Saddlers Court Evandale	-	4,500	0%	
715255.17	Ctown - Street Furniture High Street	-	9,289	0%	
715256.3	Cry - Barthomolew Park Swing Set Installation	-	-	0%	
		90,000	42,451	47%	
Recreation					
707740	Pth - Rec Ground Cricket Net Extention & Fence	80,000	72,423	91%	
707937	Lfd - Rec Ground Scoreboard and Entrance Improve	11,400	10,900	96%	
707978	Evan - Morven Park Oval Topdressing	45,000	44,778	100%	
		136,400	128,101	94%	
Cressy Recreation Ground Redevelopment					
707923	Cry - Recreation Ground Building Redevelopment	-	243	0%	
707923.5	Cry - Recreation Ground Building Redevelopment Stage 2 BBQ Shelter	-	23,450	0%	
707923.6	Cry - Recreation Ground Cricket Net upgrade	-	7,668	0%	
707926.7	Cry - Recreation Ground Carpark area and dump point	115,000	22,313		
		115,000	53,674	47%	
Other Recreation Projects					
707717	Lfd - Rec Ground Training Oval Place fill and Formation	60,000	22,673	38%	
707717.5	Lfd - Rec Ground Training Oval Fencing	20,000	-	0%	
707758	Lfd - Caravan Park Amenities Improvement	450,000	37,966	8%	
707801	All Areas - Private Power Pole Replacement	20,000	-	0%	
707835	Lfd - Recreation Ground and Little Athletics Topdressing	-	-	0%	
707876	Pth Recreation Ground Topdressing	29,000	29,061	100%	
707889	BUDGET ONLY NO ORDERS All Areas - Playground Shelters	20,000	-	0%	
707924	Cry - Pool Solar Blanket Replacement	50,000	-	0%	
708030	Ctown - Recreation Ground Main Entry Beautification	-	1,078	0%	
708038	Evan - Recreation Ground Cricket Net Relocation	-	225	0%	
708040	Pth - Recreation Ground Goal Post Netting Upgrades	-	510	0%	
708042	Pth - Train Park Play Equipment Upgrades	150,000	126,447	84%	
708045	Lfd - Road Safety Park St Georges Square	20,000	10,732	54%	
708049	Lfd - Railway Bridge Pillar Restoration Project	50,000	-	0%	
708056	Ross - Mens Shed Building Upgrades	210,000	3,417	2%	

708058	Bishopsbourne - Community Centre Electric BBQ, History board & Church	-	3,094	0%
708060	Cry - Macquarie Street River Reserve Fencing Carpark and Picnic Tables	17,000	9,812	58%
708061	Ctown - King St Oval Security Cameras	5,000	-	0%
708063	Evan - Pioneer Park Play Equipment and Masterplan Upgrades	250,000	-	0%
708064	Lfd - Tannery Road Boom Gate Replacement	5,000	4,910	98%
708065	Lfd - Recreation Ground Irrigation System	105,000	103,594	99%
708067	Pth - Bicentenial Dog Park Separation Fence	7,550	-	0%
708068	Pth - Bicentenial 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	87,369	17%
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%
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 repair	40,000	-	0%
708082	Ross - Recreation Ground clubrooms, new kitchen, shutters and other minor impi	60,000	60,112	100%
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	42,234	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	720,050	27%
	Total Recreation	3,063,218	944,648	31%
Buildings				
707942	Avoca - Public Buildings Program	550	552	100%
707954	Evan- Renovations / Upgrades Murray St Units	45,000	44,975	100%
		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,	41,500	19,195	46%
	Total Ctown - War Memorial Oval Amenities Upgrade	50,500	28,051	56%
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	27,304	55%
	Total Lfd - Longford Community Sports Centre Redevelopment	90,000	30,094	33%
Other Buildings				
707766	Lake Leake - Amenities Upgrade	7,000	6,957	99%
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%

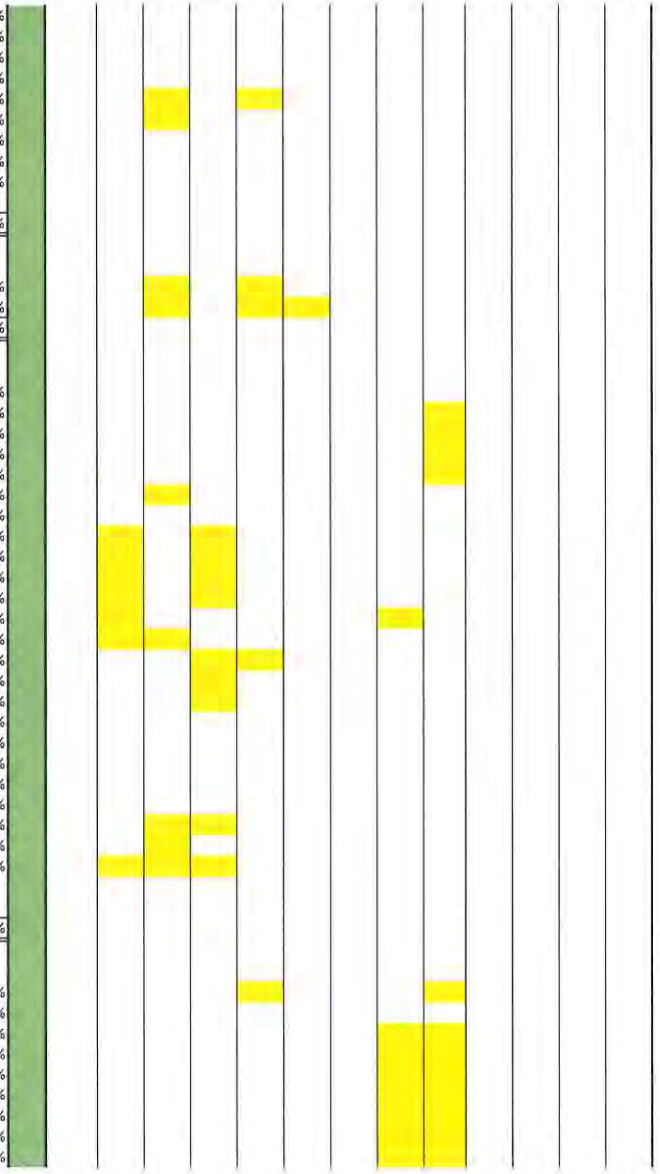


707868	Cry - Town Hall Improvements Entrance Ramp	87,000	86,965	100%
707869	Cry - Pool Improvements State and Federal Funding	-	-	0%
707869.5	Cry - Pool Improvements Stage 2	-	-	0%
707869.6	Cry - Pool Improvements Stage 2 - Furniture Pool Surrounds	-	-	0%
707871	Evan - War Memorial Hall Improvements Roof Replacement	8,000	5,534	69%
707872	Evan - Falls Park Pavillion Improvements Painting	31,000	-	0%
707872.5	Evan - Falls Park Electrical Box Upgrade	15,000	-	0%
707873	Ross - Town Hall/Library Improvements Painting /Carpet/ Access	3,600	3,574	99%
707920	All Areas - Public Buildings Asbestos Removal	-	61	0%
707948	Ctown - Renovations/Upgrades William St Units	5,000	237	5%
707955	Evan - Community & Visitor Centre Roof Works	20,000	-	0%
708039	Pth - Recreation Ground Amenities Painting and Crack Repairs	30,000	-	0%
708051	Ross - Drill Hall Roof Replacement	60,000	-	0%
715345	Public Building and Amemites Projects - Administration	100,000	102,533	103%
715350	All Areas - Public Building Improvements not yet allocated	40,350	27,634	68%
720134.5	Pth - Seccombe St Reserve Shade Shelter	20,000	7,080	35%
720135	Evan - Pioneer Park Toilets Upgrade Male and Disabled	100,000	74,608	75%
720145	Evan - Honeysuckle Banks Reserve Toilet, Dump Point, Improvements	150,000	22,322	15%
	Total Other Buildings	816,450	424,058	52%
	Total Buildings	1,002,500	527,730	53%
Longford Main Street Project				
707987	Lfd - Urban Street Design Wellington StmFootpaths Outstands Landscaping			0%
707987.1	Lfd - Main Street Project - Preliminaries	-	131,582	0%
707987.2	Lfd - Main Street Project - Victoria Square Memorial Hall Upgrade Preliminaries	3,109,479	2,541,995	82%
707987.3	Lfd - Main Street Project - Road Infrastructure Upgrade Preliminaries	-	54,876	0%
707987.4	Lfd - Main Street Project - BBQ Upgrades Preliminaries	-	1,545	0%
707987.5	Lfd - Main Street Project - Victoria Square Additional Toilet Preliminaries	-	12,578	0%
707988.7	Lfd - Main Street Project - Jumbo Bins	-	25,367	0%
	Total Longford Main Street Project	3,109,479	2,767,943	89%
Waste Management				
712949	FOGO - Service Establishment Initial Bin Purchase	-	2,113	0%
712950	Recycling - Bin Purchase (Replacements Only)	-	2,326	0%
712951	Recycling - Bin Purchase (New Services)	17,500	-	0%
712952	Waste - Bin Purchase (Replacements Only)	17,500	4,349	25%
712953	Waste - Bin Purchase (New Services)	-	2,897	0%
728770	All Areas - Recycling Initatives	10,000	-	0%
714846.8	Ross - Exercise Play Equipment old school ground	-	15,858	0%
	Total Waste Management	45,000	27,543	61%
Roads				
Pth - Seccombe St Main Rd to Minerva Drive - Speed reducing device				
751612.9	Pth - Seccombe St Main Rd to Minerva Drive - Speed reducing device	50,000	-	0%
		50,000	-	0%
Ctown - Bond St Grant to High St Reconstruction				
750156	Ctown - Bond St Grant to High incl No.15 Reconstruction K&G	42,000	27,459	65%
750156.1	Ctown - Bond St Grant to High Reconstruction Excavation	-	4,292	0%
750156.2	Ctown - Bond St Grant to High Reconstruction Excavation	-	1,435	0%
750156.3	Ctown - Bond St Grant to High Reconstruction Base	-	4,300	0%
750156.8	Ctown - Bond St Grant to High Reconstruction Driveways	-	17,419	0%
		42,000	54,905	131%
Evan Glen Esk Road Reconstruction Ch 5.660 to 7.53				

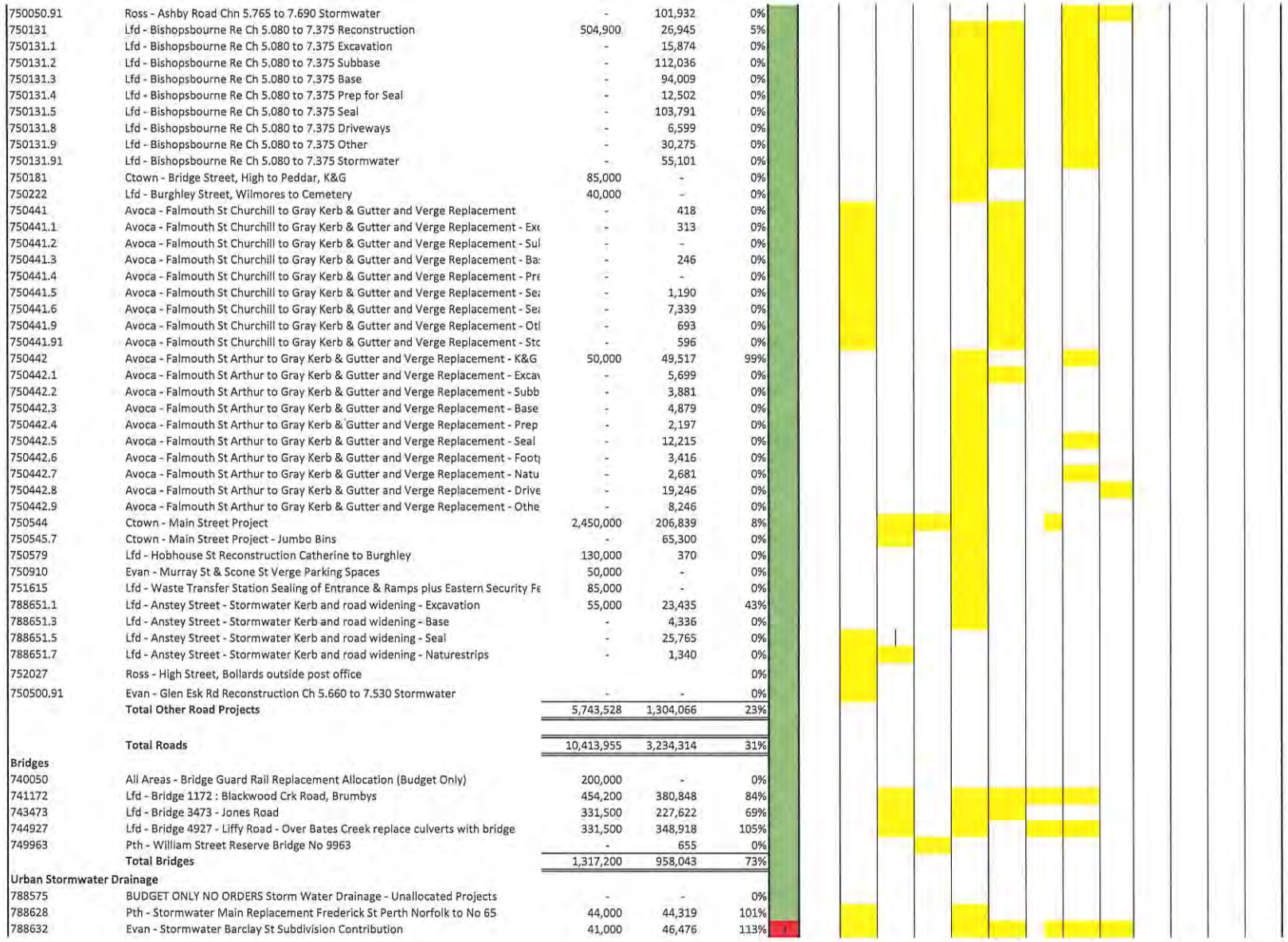


750500.2	Evan - Glen Esk Rd Reconstruction Ch 5.660 to 7.530 Subbase	-	1,640	0%
750500.91	Evan - Glen Esk Rd Reconstruction Ch 5.660 to 7.530 Stormwater	-	513	0%
		-	2,153	0%
Evan - Glen Esk Road Ch 7.530 to 9.870 Reconstruction				
750503	Evan - Glen Esk Road Ch 7.530 to 9.870 Reconstruction	-	221	0%
		-	221	0%
Lfd - Labour St Kerb & Verge Reconstruction				
750677.6	Lfd - Latour St, Archer to Smith - Footpaths	30,000	65,722	219%
750678.6	Lfd - Latour Street, Archer to Smith, footpath	42,000	2,226	5%
		72,000	67,948	5%
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	940,624	57%
752025.7	Pth - Main Street Program - Jumbo bins	-	25,810	0%
752026	Pth - Fairtlogh Street - Construction pf 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	1,205,322	47%
Perth - George St Clarence to End K&G and Verge				
750474.1	Pth - Georgr St Clarence to End K&G and Verge	-	85	0%
		-	85	0%
Resealing Program				
715005	Roads - Reseaing 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, Packenham 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 Packenham 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%
Footpath Construction Program				
750000	BUDGET ONLY NO ORDERS All Areas - Asphalt Footpath Replacements	41,500	-	0%
750041	Ross - Ashby Road Chn 0.8 to 0.320	-	1,162	0%
750041.1	Ross - Ashby Road Chn 0.8 to 0.320 Excavation	-	868	0%
750041.2	Ross - Ashby Road Chn 0.8 to 0.320 Subbase	-	742	0%
750041.91	Ross - Ashby Road Chn 0.8 to 0.320 Stormwater	-	33,989	0%
750092.6	Evan - Barclay St No 46 towards White Hills Rd Eastern Side Gravel Footpath	50,000	1,693	3%
750181.6	Ctown - Bridge Street, High to Peddar footpath	15,000	-	0%
750213.6	Lfd - Bulwer St Wellington to 0.172 footpath south side	20,000	17,056	85%
750213.8	Lfd - Bulwer St Wellington to 0.172 south side - driveways	44,000	44,538	101%
750214.6	Lfd - Bulwer St 0.172 to Laycock footpath south side	-	618	0%
750215.6	Lfd - Bulwer St Laycock to Stocker footpath south side	-	1,545	0%
750216.6	Lfd - Bulwer St Stocker to Marlborough footpath south side	-	9,409	0%
750216.8	Lfd - Bulwer St Stocker to Marlborough footpath	-	375	0%
750271.6	Cry - Church St - Charles to Murfett (132m2) L footpath	29,000	28,827	99%
750395.6	Pth - Edward St Napoleon to Cromwell footpath north side	62,000	34,697	56%
750395.8	Pth - Edward St in front of No 39 Driveway	68,000	9,766	14%
750458.6	Pth - Footpath Frederick St, Scone to Clarence North Side	54,000	-	0%
750507.6	Lfd - Goderich St William to Archer Footpath	22,000	-	0%
750713.6	Pth - Little Mulgrave St Main to north footpath western side	40,000	-	0%
750796.6	Cry - Main St Saundridge to Church St Footpath	91,000	91,268	100%
750977.6	Lfd - Pakenham St Hobhouse to Bulwer footpath eastern side	60,000	-	0%
751613	Pth - William St Reserve Footpath Bridge Access	17,500	4,796	27%
751613.1	Pth - William St Reserve Footpath Bridge Access - Excavation	-	411	0%
751613.6	Pth - William St Reserve Footbridge Footpath	-	12,263	0%
752028.6	Ross - Railway Crossing High Street - footpath crossing			
	Total Footpath Construction Program	614,000	294,023	48%
Other Road Projects				
707987	Lfd - Urban Street Design Wellington StmFootpaths Outstands Landscaping	1,793,628	3,250	0%
750050	Ross - Ashby Road Chn 5.765 to 7.690	500,000	2,167	0%
750050.1	Ross - Ashby Road Chn 5.765 to 7.690 Excavation	-	24,684	0%
750050.2	Ross - Ashby Road Chn 5.765 to 7.690 Subbase	-	181,571	0%
750050.3	Ross - Ashby Road Chn 5.765 to 7.690 Base	-	24,051	0%
750050.4	Ross - Ashby Road Chn 5.765 to 7.690 Prep for Seal	-	7,102	0%
750050.5	Ross - Ashby Road Chn 5.765 to 7.690 Seal	-	1,484	0%
750050.8	Ross - Ashby Road Chn 5.765 to 7.690 Driveways	-	3,059	0%
750050.9	Ross - Ashby Road Chn 5.765 to 7.690 Other	-	47,477	0%



750050.91	Ross - Ashby Road Chn 5.765 to 7.690 Stormwater	-	101,932	0%
750131	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Reconstruction	504,900	26,945	5%
750131.1	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Excavation	-	15,874	0%
750131.2	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Subbase	-	112,036	0%
750131.3	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Base	-	94,009	0%
750131.4	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Prep for Seal	-	12,502	0%
750131.5	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Seal	-	103,791	0%
750131.8	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Driveways	-	6,599	0%
750131.9	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Other	-	30,275	0%
750131.91	Lfd - Bishopsbourne Re Ch 5.080 to 7.375 Stormwater	-	55,101	0%
750181	Ctown - Bridge Street, High to Peddar, K&G	85,000	-	0%
750222	Lfd - Burghley Street, Wilmores to Cemetery	40,000	-	0%
750441	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement	-	418	0%
750441.1	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement - Exc	-	313	0%
750441.2	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement - Sul	-	-	0%
750441.3	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement - Ba	-	246	0%
750441.4	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement - Pre	-	-	0%
750441.5	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement - Se	-	1,190	0%
750441.6	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement - Se	-	7,339	0%
750441.9	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement - Otl	-	693	0%
750441.91	Avoca - Falmouth St Churchill to Gray Kerb & Gutter and Verge Replacement - Stc	-	596	0%
750442	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - K&G	50,000	49,517	99%
750442.1	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Excav	-	5,699	0%
750442.2	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Subb	-	3,881	0%
750442.3	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Base	-	4,879	0%
750442.4	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Prep	-	2,197	0%
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 - Foot	-	3,416	0%
750442.7	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Natu	-	2,681	0%
750442.8	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Drive	-	19,246	0%
750442.9	Avoca - Falmouth St Arthur to Gray Kerb & Gutter and Verge Replacement - Othe	-	8,246	0%
750544	Ctown - Main Street Project	2,450,000	206,839	8%
750545.7	Ctown - 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 Fe	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	1,304,066	23%
	Total Roads	10,413,955	3,234,314	31%
Bridges				
740050	All Areas - Bridge Guard Rail Replacement Allocation (Budget Only)	200,000	-	0%
741172	Lfd - Bridge 1172 : Blackwood Crk Road, Brumbys	454,200	380,848	84%
743473	Lfd - Bridge 3473 - Jones Road	331,500	227,622	69%
744927	Lfd - Bridge 4927 - Liffy Road - Over Bates Creek replace culverts with bridge	331,500	348,918	105%
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%
788628	Pth - Stormwater Main Replacement Frederick St Perth Norfolk to No 65	44,000	44,319	101%
788632	Evan - Stormwater Barclay St Subdivision Contribution	41,000	46,476	113%



788633	All Areas - Stormwater Side Entry Pit Renewals Program	46,000	-	0%
788646	Pth - Stormwater - Arthur Street detention	415,000	415,192	100%
788648	Ctown - 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	Ctown - Stormwater Recreation Ground Humceptor Installation	45,000	-	0%
788656	Ctown - Stormwater High St west of 1a Bond Street - culvert upgrade	30,000	-	0%
788657	Ctown - Stormwater High St Esplanade Humceptor Installation	20,000	-	0%
788658	Ctown - Stormwater Church/High Streets - Duplicate culvert upgrade pits and inst	100,000	240	0%
788659	Ctown - Stormwater East Street William St south - rock drain against rail line	100,000	-	0%
	Ctown - Stormwater Fire Station to Glenelg - extension			
788660	Lfd - Stormwater Carins Street, Union to end, instal low flow pipes and v-pits, res	30,000	1,450	5%
788661	Pth - Stormwater CCTV West Perth	-	660	0%
788662	Pth - Stormwater - Frederick Street, Cromwell to Napoleon, Realign open drain ai	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	66,829	67%
788666	Ctown - Stormwater Ext Fire Station to Glenellg	50,000	-	0%
788667	Lfd - CCTV Stormwater System	60,000	-	0%
	Total Urban Stormwater Drainage	1,271,000	587,574	46%
	Total Capital - Works Department	21,229,352	9,807,015	46%
	Total Capital Works All Departments	21,867,215	10,116,649	46%

Department of State Growth
STATE ROADS DIVISION

Salamanca Building Parliament Square
4 Salamanca Place, Hobart TAS
GPO Box 536, Hobart TAS 7001 Australia
Ph (03) 6165 6629
Email lucy.thorne@stategrowth.tas.gov.au Web www.stategrowth.tas.gov.au
Your Ref: / Our Ref: 013752

Tasmanian Government

Mr Des Jennings
General Manager
Northern Midlands Council

By email: Council@NMC.tas.gov.au

CONARA PARK – PLAYGROUND EQUIPMENT

Dear Mr Jennings

In response to your letter of the 3 August 2023 I wrote to you in September advising that *the department is willing to support Council in leasing the Conara Park area, as well as contributing to rationalising the Conara Park area, including arranging for the removal of any surplus infrastructure to ensure the area is fit for purpose.*

At a subsequent on-site meeting between the Department of State Growth and Northern Midlands Council officers, the department's offer for Council to lease an area of the park to formalise Council's use of the land for the playground equipment and recreation area was discussed.

A Crown land lease would provide Council with certainty of tenure for future planning purposes and clarity for both State Growth and Council on maintenance and liability matters.

I note that at the Council meeting of the 11 December 2023, Council voted down the motion *"That Council accept the ownership and control of the State Growth land known as Conara Park for community purposes and consider an improvement plan in future budget deliberations"* and instead voted *"that no further action be taken in this matter".*

Consequently, could you please advise if Council will therefore not be proceeding with negotiating a Crown land lease for Conara Park playground equipment and will instead, arrange for the playground equipment and other Council assets at the site to be relocated to another site within an agreed timeframe.

If you require further information regarding this matter, please contact Lucy Thorne, Manager Property Assets on (03) 6165 6629 or at Lucy.Thorne@stategrowth.tas.gov.au.

Yours sincerely

Adrian Paine
A/GENERAL MANAGER STATE ROADS

10 January 2024

DOUGLAS & COLLINS

LAWYERS

DIRECTORS
Rohan J. Foon
Robert J. Hegarty
Kai M. Beyerle
CONSULTANT
Geoffrey W. Arnott
SENIOR ASSOCIATES
Sarah C. Pearce
Samuel D. Claessens
ASSOCIATES
Simon D. Tonks
Isaac Anderson
Victoria M. Geason
Jeremy D. Harris
Mathew D. Williams

Our Ref: GWA:SCP:203003

18 August 2023

The General Manager
Northern Midlands Council
PO Box 156
LONGFORD TAS 7301

Dear Mr Jennings

Re: St Giles Society Incorporated Land at 9 Nevin Street, Rossarden

We act for St Giles Society Limited.

On 30 June 1995, the Northern Midlands Council did transfer liability for the rates notices against the property at 9 Nevin Street, Rossarden, to our client.

9 Nevin Street, Rossarden is comprised in Certificate of Title Volume 211836 Folio 7 ("the Land"). The registered proprietor of the Land is Sally Terese Fell.

In about 1995, Ms Fell purported to Transfer the Land to our client by way of a charitable gift. For unknown reasons, after Ms Fell signed the Transfer, it was not dated, stamped for duty or registered at the Land Titles Office. It was seemingly just held by our clients solicitor at the time in their strong room together with the title to the Land.

In 2022 our client instructed us to make an application for adverse possession of the Land. Unfortunately our clients application for possession was refused by the Recorder of Titles on 16 May 2023. A copy of the Refusal Notice is enclosed.

With the evidence available to us, we failed to satisfy the Recorder that our client is in possession of the Land. The Land is a vacant block, and has grass, trees and a dilapidated down boundary fence. Our client has not occupied the land, put the Land to any use and has not erected any structures on the Land or made any improvements to it since 1995.

We have tried to trace Ms Fell's descendants in an attempt to have her Executor other family member re-execute a Transfer capable of registration, however, we can find no trace of her. We

have searched the Probate Registry in Tasmania and other publicly available documents, using various variations of Ms Fell's name with no success. We cannot locate a death notice of Ms Fell and we do not know if she is alive or dead.

There are insufficient details on the Transfer to locate the witness to Ms Fell's signature.

The Recorder also refused our request to accept the signed Transfer under section 50(3) of the *Land Titles Act*, as that section does not extend to the form of the dealing, rather applies to an error or omission from a dealing that is in the approved form, which this Transfer is not.

In exceptional circumstances, the Recorder may accept the old prescribed forms, but he declined to do so in this case as the Transfer is not dated or assessed for duty, and is therefore incomplete.

Both our office and the Land Titles Office have expended considerable time and resources investigating various provisions of the Land Titles Act that might apply to enable registration of the Transfer, to no avail.

Our client has also expended considerable financial resources pursuing registration of the Transfer. A copy of the Transfer is enclosed for your reference.

Our client has no use for the Land and intended to sell it if their application for possession was successful, to recover some of their expenses.

Our client has taken no benefit at all from the Land, and in fact Ms Fell's gift, which she intended to be charitable, has had the opposite effect and has actually cost our client a significant amount money over the years. Our client is a not-for profit organisation and offers a range of disability support services across Tasmania. Our client relies on the generosity of donors to help make a positive difference to those in Tasmania living with disabilities, predominately children. Our clients efforts to raise funds are ongoing and critical, more now than ever.

The purpose of our letter is to:

1. Advise you that our client will no longer be paying the rates levied against the Land; and

2. To request you refund to our client the rates paid on the Land from 30 June 1995 to date.

We refer to the definition of rate payer in the *Local Government Act* 1993 (Tas), which means the person liable to pay rates or an averaged area rate in respect of land in accordance with this Part (Part 9).

We also refer to section 120 of the Act and note that liability for payment of rates applies to:

1. The owner of the land;

2. An occupier of land who has entered into a written agreement with the owner to be the ratepayer.

Our client satisfies neither of these criteria.

For the purposes of section 121 of the Act, in our view our client did not take a transfer of the Land, as the Transfer was not capable of registration, being undated and not stamped for duty.

We enclose a letter from our client to the General Manager of the Council dated 21 October 2002 which states that St Giles owns the Land but had no use for it. It goes on to request a waiver of rates or alternatively to surrender the property in lieu of rates and charges due. Our clients representation that they in fact had taken ownership of the Land was a mistake in fact and in law. The mis-representation that our client owned the land was not intentional, but a mistaken belief the Transfer had been or was capable of registration.

Our proposal to resolve the matter is as follows:

1. That to the extent that they are able, our client surrenders the Land to the Council;

2. That the Council make an application to the Minister for an order that the land be transferred to Council if it is not possible after reasonable inquiry to identify the owner of the land or the whereabouts of the owner; and

3. That the Council attend to sell the land and apply the money from the sale of the Land, in the manner outlined in section 139 of the Act, and as part of that reimburse our client for the rates they have paid over the years.

4. That you consider making a charitable donation to our client of a sum equivalent to the balance sale proceeds (if the owner has not claimed the money within 3 years of the sale and the balance proceeds vest in the Council).

Can you please give consideration to the matters raised in our letter and we look forward to hearing from you soon.

Yours faithfully
DOUGLAS & COLLINS

SARAH PEARCE
Email: sarahp@douglascollins.com.au

Encl.

Department of Natural Resources and Environment Tasmania
LAND TITLES OFFICE - LAND TASMANIA

GPO Box 541, Hobart, Tasmania 7001
Ph (03)61654444
Email: lto@nre.tas.gov.au
Web: www.nre.tas.gov.au

Enquiries: Nickalus Doyle
Email: nickalus.doyle@nre.tas.gov.au
Your ref: 203003:VMG

Tasmanian Government

16 May 2023

TO: DOUGLAS AND COLLINS
9 to 13 GEORGE ST
LAUNCESTON 7250

REFUSAL NOTICE

Dear Sir/Madam,

I hereby give notice, in accordance with **Section 50(8), Land Titles Act 1980** of my refusal to register the dealing/s specified in the Schedule hereunder for the reason therein mentioned.

One half of the fees paid on the lodging of the dealing/s will be retained in accordance with Section 50(8) of the said Act.

A cheque for **$72.68** being a refund of the balance of the fees paid will be forwarded, by the finance branch of this Department, in due course.

Yours faithfully

ROBERT MANNING
Recorder of Titles

SCHEDULE

Dealing/s affected: **E45231 App: Vesting Order - ST GILES SOCIETY LIMITED**

CERTIFICATE OF TITLE: **211836/7**

Reasons for Refusal: **failure to prove to the Recorders satisfaction that the applicant is in possession of registered land - section 138D(1)(a) of the Land Titles Act 1980**

Stamp duty $2.0
Reg fee 9.00

FORM 0

TASMANIA

No. B

Land Titles Act 1980

MEMORANDUM OF TRANSFER

(Section 58)

DESCRIPTION OF LAND The land to be transferred is ALL THAT land comprised in the folio listed opposite unless the contrary is expressed.	Folio of Register		If the land to be transferred is part only of an existing title, describe the part. If the transfer creates an easement, state that fact here[3]. Note here any Mortgages, Leases etc., to which this Transfer is subject
	Vol.	Fol.	
	2490	91	

ESTATE OR INTEREST Intended to be transferred or created.	ESTATE IN FEE SIMPLE
TRANSFEROR (Full names, postal address and occupation).	SALLY TERESE FELL
TRANSFEREE (Full name, postal address and occupation).(2)	ST. GILES SOCIETY an incorporated society with registered office at 65 Amy Road launceston in Tasmania
CONSIDERATION (To be expressed in words).(3)	BY WAY OF GIFT Value of vacant land ID 642008 Northern Midlands $ 6000.00

RULE UP ALL BLANK SPACES BEFORE SIGNING

[5] Here specify any easement to be appurtenant to the land, or to which it is to be subject, commencing with the words "together with" or "subject to", as the case may require.

Restrictive covenants may only be created by a separate instrument.

In a transfer for value, a fencing provision may be included here in the form: "The Transferor as vendor shall not be required to fence".

THE TRANSFEROR for the consideration set forth (receipt of which from the Transferee is hereby acknowledged) [5] HEREBY TRANSFERS to the TRANSFEREE*/CREATES IN THE TRANSFEREE* the estate or interest specified in the land above described [5]

DO NOT DATE

DATED this .....day of .....19.....

SIGNED by the Transferor in the presence of:[6] STF × Sally Fell.

.....

SIGNATURE OF WITNESS: × R Rubenach
OCCUPATION: Home Duties
ADDRESS: × Tingal Tas.
×

* Strike out whichever is inapplicable

RULE UP ALL BLANK SPACES BEFORE SIGNING

Contact Person: Michael Sertori
Phone: (03) 6344 2451 Fax: (03) 6343 0980
Email SertoriM@stgiles.org.au

St Giles

St Giles Society Inc.
ABN: 79 067 523 331
Registered Office: 65 Amy Road
Newstead, Tasmania
PO Box 416 Launceston, Tas. 7250
Phone: (03) 6344 2451
Fax: (03) 6343 0980
Email: society@stgiles.org.au
Website: www.stgiles.org.au

21st October, 2002

Northern Midlands Council
RECEIVED
24 OCT 2002

Location	
File No	
Property	501900.03
DW No	
Attachments	

	DEV	CT
GEN MANAGER		
TECH MANAGER		
CORP MANAGER		✓
E & CD MANAGER		
WORKS MANAGER		
PLAN OFFICER		
MAYOR		
COUNCILLORS		

Mr. Gerald Manson
General Manager
Northern Midland Council
13 Smith Street
LONGFORD 7301

Dear Sir,

Re:- Property No. 501900.03
9 Niven Street, Rossarden

St. Giles owns the above property acquired by donation several years ago.

We have no use for the land and have been unable to attract a new owner. We have been prepared to donate the land but have not secured a recipient.

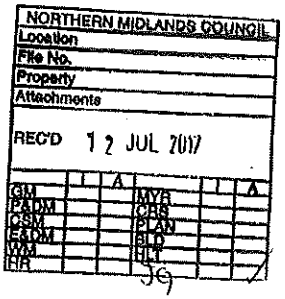
In all the circumstances, would Council consider waivering rates and charges on this property or allowing us to surrender the property in lieu of rates and charges due.

Your consideration of our request will be greatly appreciated.

Best wishes

MICHAEL C. SERTORI
CHIEF EXECUTIVE

Residents of Coachmans Road,
Evandale TAS 7212



26 June 2017

Mr Jonathan Galbraith
Engineering Officer
Northern Midlands Council
PO Box 156
LONGFORD TAS 7301

Dear Jonathan,

Re: Proposal to Impose Parking Restrictions along Coachmans Road, Evandale on Market days.

Thank you for your letter dated 18 June 2017 advising the residents living in Hartnoll Place, Berresford Place, Saddlers Court and Coachmans Road, of the request to Council for "No Parking on Sunday" signs to be installed on one side of these streets.

As not everyone is able to park their vehicles off the street, this would mean that we residents could also not park outside our own homes on Sunday market days, or any of our visitors, which is not acceptable.

Furthermore, should the "No Parking" signs be installed along one side of these streets, it would cause more traffic congestion, as vehicles that could not find parking had to use driveways to turn around and drive back out of these streets.

For the reasons stated above, we, the residents as signed below, do not consider Sunday market parking along Coachmans Road to be a problem, and do not support this proposal.

Yours sincerely,

6 signatures and
personal information redacted
from original letter received

P.S. Several residents also suggested the need for yellow "No Parking" lines on the intersections of Saddlers Court & Hartnoll Place and Coachmans Road, to keep these intersections clear.

Personal information redacted

27 June 2017

Mr Jonathan Galbraith
Engineering Officer
Northern Midlands Council
PO Box 156
LONGFORD TAS 7301

Dear Jonathan,

Re: Proposal to Impose Parking Restrictions along Coachmans Road, Evandale on Market days.

Thank you for advising me of the Council's request for "No Parking on Sunday" signs to be installed to prohibit parking on one side of Coachmans Road, (and several others) on Evandale Market days.

As a resident of Coachmans Road for the last 18 years, I have found no real problem with the status quo and do not believe that additional signs are necessary. All it needs is a little patience and courtesy from all drivers, including residents, in these streets. It is only for a few hours on Sunday mornings, which is not really a problem.

If the signs were to be installed, it would only mean more traffic congestion as visitors to the markets drove along these streets looking for parking. Should there be none available, it would mean that they then have to turn around and drive back out, causing further congestion, especially at the junction of Coachmans Road and Logan Road.

Installing the "No Parking Signs" would also mean that more drivers would need to use the Evandale Markets Parking Area at a small cost, and perhaps this area may not necessarily be large enough at times, thus causing further congestion elsewhere in the village.

In fact, trying to turn into Logan Road from Coachmans Road during market days, can often be a challenge, especially if cars have parked illegally near the corner of Logan Road close to this intersection.

In summary and for the record, I do not support this proposal.

Yours sincerely,

R. Mortimer

Rhonda Mortimer