

SOUTHERN
MIDLANDS
COUNCIL



AGENDA

ORDINARY COUNCIL MEETING

Wednesday, 27th September 2023
10.00 a.m.

Oatlands Municipal Offices
71 High Street, Oatlands

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Dear Sir/Madam

NOTICE OF MEETING

Notice is hereby given that the next ordinary meeting of Council will be held on

Date: Wednesday, 27th September 2023

Time: 10.00 a.m.

Venue: Oatlands Municipal Offices, 71 High Street, Oatlands

The Local Government Act 1993 section 65 provides the following:

1. *A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.*
2. *A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –*
 - (a) *the general manager certifies, in writing –*
 - (i) *that such advice was obtained; and*
 - (ii) *that the general manager took the advice into account in providing general advice to the council or council committee; and*
 - (b) *a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.*

I therefore certify that with respect to all advice, information or recommendation provided to the Council in or with this Agenda:

- (1) *The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and*
- (2) *Where any advice is directly given by a person who does not have the required qualification or experience, that person has obtained and taken into account in that person's general advice, the advice from an appropriately qualified or experienced person.*

Yours faithfully

A handwritten signature in black ink, appearing to read 'TF Kirkwood', written in a cursive style.

TF Kirkwood
GENERAL MANAGER

OPEN COUNCIL AGENDA

1. PRAYERS

Reverend Dennis Cousens to recite prayers.

2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Traditional Custodians of the land on which we meet today, and recognise their continuing connection to the land, water and to community. We pay respects to Elders past, present and emerging.

3. ATTENDANCE

4. APOLOGIES

5. MINUTES

5.1 Ordinary Council Meeting

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 23rd August 2023, as circulated, are submitted for confirmation.

RECOMMENDATION

THAT the Minutes (Open Council Minutes) of the Council Meeting held 23rd August 2023 be confirmed.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

5.2 Special Committees of Council Minutes

5.2.1 Special Committees of Council - Receipt of Minutes

The Minutes of the following Special Committees of Council, as circulated, are submitted for receipt:

- Chauncy Vale Wildlife Sanctuary Management Committee - 4th September 2023
- Southern Midlands Management Emergency Management Committee – 5th September 2023
- Facilities and Recreation Committee – 13th September 2023

RECOMMENDATION

THAT the minutes of the above Special Committees of Council be received.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

5.2.2 Special Committees of Council - Endorsement of Recommendations

The recommendations contained within the minutes of the following Special Committees of Council are submitted for endorsement:

- Chauncy Vale Wildlife Sanctuary Management Committee - 4th September 2023
- Southern Midlands Emergency Management Committee – 5th September 2023
- Facilities and Recreation Committee – 13th September 2023

RECOMMENDATION

THAT the recommendations contained within the minutes of the above Special Committees of Council be endorsed.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

5.3 Joint Authorities (Established Under Division 4 Of The *Local Government Act 1993*)

5.3.1 Joint Authorities - Receipt of Minutes

Nil.

5.3.2 Joint Authorities - Receipt of Reports (Annual & Quarterly)

Nil.

6. NOTIFICATION OF COUNCIL WORKSHOPS

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, the Agenda is to include details of any Council workshop held since the last meeting.

One workshop has been held since the last Ordinary Meeting.

A workshop was held on the 11th September 2023 at the Council Chambers, Oatlands commencing at 9.30 a.m.

Attendance: Mayor E Batt, Deputy Mayor K Dudgeon, Cirs A E Bisdee OAM, D Blackwell, D Fish, R McDougall and F Miller (remotely).

Also in Attendance: T Kirkwood, A Benson, D Richardson, W Young, G Finn and S Holliday.

Apologies: Nil.

The purpose of the Workshop was to consider and discuss the following:

1. Southern Midlands Council – Community Infrastructure Plan – Request for Quotation (Draft Consultants Brief)

Preliminary consideration of draft Consultants' Brief.

This draft was prepared following the decision made by Council, at its meeting held 23rd August 2023:

THAT:

- a) *Council prepare a consultants brief and obtain 'Expressions of Interest' from potential consultants to undertake a review of the Southern Midlands Recreation Plan (prepared by Inspiring Place dated April 2006);*
- b) *The consultants brief is to specifically include a requirement to focus on the recreational needs of the Woodsdale (and surrounding) community;*
- c) *Pending the completion of the Plan review process, and subsequent consideration of its recommendations, then Council (at this stage) not be prepared to commit any level of investment to the upgrade of the Woodsdale Recreation Ground property;*
- d) *In the interim, Council confirm that the Kempton Recreation Ground will continue to be allocated to the Woodsdale Football Club on Thursday nights for training and Saturday for Home Games; and*
- e) *Council re-affirm its direction that the existing change rooms are not to be used or accessed for safety reasons.*

Amended draft to be reported through the Facilities & Recreation Committee for subsequent endorsement by Council.

2. Southern Tasmanian Regional Waste Authority (STRWA)

Dr Katrena Stephenson (Chair) and Paul Jackson (CEO) attended the workshop to brief Council in relation to the planned and current activities of the STRWA.

The STRWA been established by the 12 Southern Councils to ensure a more effective and efficient coordination of waste management and resource recovery.

Note: David Richardson is Councils representative on the STRWA.

3. Woodsdale Recreation Ground / Woodsdale Football Club

Further discussion following the Woodsdale Football Club's meeting with the Premier, Jane Howlett MLC and other stakeholders on 1st September 2023.

The following documents were circulated prior to the workshop:

1. *Quote from Kean & Kean*
2. *Wallaby Park Upgrades three-phase plan*

General Manager provided comment regarding the reported outcomes of the above meeting as advised by Jane Howlett MLC. This included proposed offers of funding from the State Government and AFL Tasmania (subject to a Council contribution).

As an outcome of the workshop, Council confirmed its planned approach. This being consistent with the decision made at the August 2023 Council Meeting (as shown in italics above).

4. Governor of Tasmania - Official Visit to the Municipality of the Southern Midlands (15 September 2023)

Review of final Itinerary and confirm 'plan' for the visit.

5. Councillors Allowances

Commencing September 2023, Allowances will be based on fortnightly payments. Reimbursement for travel and telephone would still be done on a quarterly basis and processed with the last payroll in the quarter.

6. Telstra – Digital Connectivity Plan - Connectivity Planning Template (Information Only)

Update provided. An initial draft Planning Template has been completed and forwarded to the 'Telstra Regional Engagement Manager' for preliminary review and feedback.

Review by Council following response and feedback from Telstra.

The workshop concluded at approximately 11.30 a.m.

RECOMMENDATION

THAT the information be received.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

7. COUNCILLORS – QUESTION TIME

7.1 Questions (On Notice)

Regulation 30 of the *Local Government (Meeting Procedures) Regulations 2015* relates to Questions on notice. It states:

- (1) *A councillor, at least 7 days before an ordinary council meeting or a council committee meeting, may give written notice to the general manager of a question in respect of which the councillor seeks an answer at that meeting.*
- (2) *An answer to a question on notice must be in writing.*

Nil.

7.2 Questions Without Notice

Section 29 of the *Local Government (Meeting Procedures) Regulations 2015* relates to Questions without notice.

It states:

“29. Questions without notice

(1) *A councillor at a meeting may ask a question without notice –*

- (a) of the chairperson; or*
- (b) through the chairperson, of –*
 - (i) another councillor; or*
 - (ii) the general manager.*

(2) *In putting a question without notice at a meeting, a councillor must not –*

- (a) offer an argument or opinion; or*
- (b) draw any inferences or make any imputations – except so far as may be necessary to explain the question.*

(3) *The chairperson of a meeting must not permit any debate of a question without notice or its answer.*

(4) *The chairperson, councillor or general manager who is asked a question without notice at a meeting may decline to answer the question.*

(5) *The chairperson of a meeting may refuse to accept a question without notice if it does not relate to the activities of the council.*

(6) *Questions without notice, and any answers to those questions, are not required to be recorded in the minutes of the meeting.*

(7) *The chairperson of a meeting may require a councillor to put a question without notice in writing.*

An opportunity is provided for Councillors to ask questions relating to Council business, previous Agenda items or issues of a general nature.

8. DECLARATIONS OF PECUNIARY INTEREST

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, the chairman of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest in any item on the Agenda.

Accordingly, Councillors are requested to advise of a pecuniary interest they may have in respect to any matter on the agenda, or any supplementary item to the agenda, which Council has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*.

9. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2015*, the Council, by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the General Manager has reported –

- (a) the reason it was not possible to include the matter on the agenda; and
- (b) that the matter is urgent; and
- (c) that advice has been provided under section 65 of the Act.

RECOMMENDATION

THAT the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2015*.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

10. PUBLIC QUESTION TIME (SCHEDULED FOR 10.30 A.M.)

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2015*, the agenda is to make provision for public question time.

In particular, Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2015* states:

- (1) *Members of the public may give written notice to the General Manager 7 days before an ordinary meeting of Council of a question to be asked at the meeting.*
- (2) *The chairperson may –*
 - (a) *address questions on notice submitted by members of the public; and*
 - (b) *invite any member of the public present at an ordinary meeting to ask questions relating to the activities of the Council.*
- (3) *The chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated.*
- (5) *The chairperson may –*
 - (a) *refuse to accept a question; or*
 - (b) *require a question to be put on notice and in writing to be answered at a later meeting.*
- (6) *If the chairperson refuses to accept a question, the chairperson is to give reasons for doing so.*

Councillors are advised that, at the time of issuing the Agenda, one Question on Notice had been received from a member of the Public.

Dr Richard Barnes – Banticks Road, Mangalore - Email received Tuesday 12th September 2023

'Who is paying for the rebuilding and/or resurfacing of the gravel truck (generated by the Mangalore Quarry owned by Hazell Brothers) destroyed section of Black Brush Road? That section is from the Midland Highway to Mountford Drive',

RESPONSE - MANAGER INFRASTRUCTURE & WORKS (DAVID RICHARDSON)

Council has allocated an amount of \$180K for reconstruction and sealing of approximately 1 kilometre of Blackbrush Road which commences from the junction with the Midland Highway at Mangalore. Approximately half of this total project cost has been allocated to the 'Roads to Recovery' Grant Program (i.e. Australian Government funding).

These works are part of Council's planned road rehabilitation works program and this section has been programmed for re-construction for a number of years.

Mayor to invite questions from members of the public in attendance.

10.1 Permission to Address Council

Nil.

**11. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER
REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING
PROCEDURES) REGULATIONS 2015**

Nil.

12. COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL'S STATUTORY LAND USE PLANNING SCHEME

Session of Council sitting as a Planning Authority pursuant to the Land Use Planning and Approvals Act 1993 and Council's statutory land use planning schemes.

12.1 Development Applications

Nil.

12.2 Subdivisions

12.2.1 Development Application (SA2200005) for Subdivision (14 Lots) at 14 Queen Anne Street, Oatlands, submitted by R Mandelson

Author: SENIOR PLANNING OFFICER (LOUISA BRWON)

Date: 21 SEPTEMBER 2023

Attachment(s):

Development Application documents

Enclosure(s):

Representations

TASWater SPAN

PROPOSAL

The applicant, Richard Mandelson on behalf of the owners Cartney ZEM Pty Ltd, has applied to the Southern Midlands Council for a Permit under the *Land Use Planning and Approvals Act 1993* ("the Act") to subdivide the land at 14 Queen Anne, Oatlands.

The proposal seeks to subdivide the existing 1.01ha title into fourteen (14) lots, with a range of lot sizes and a new road via the existing Queen Anne Street, creating a Cul-de-Sac, as detailed below:

- Lot 1 – 550m² accessed via new internal road;
- Lot 2 – 545m² accessed via new internal road;
- Lot 3 – 546m² accessed via new internal road;
- Lot 4 – 529m² accessed via new internal road;
- Lot 5 – 634m² accessed via new internal road;
- Lot 6 – 549m² accessed via new internal road;
- Lot 7 – 580m² accessed via new internal road;
- Lot 8 – 580m² accessed via new internal road;
- Lot 9 – 580m² accessed via new internal road;

- Lot 10 – 580m² accessed via new internal road;
- Lot 11 – 577m² accessed via new internal road;
- Lot 12 – 556m² accessed via new internal road;
- Lot 13 – 556m² accessed via Queen Anne Street; and
- Lot 14 – 556m² accessed via Queen Anne Street.

The average lot density is 565m².

The land is vacant and zoned General Residential within the Southern Midlands Interim Planning Scheme 2015 and contains no overlays.

The application was lodged under the *Southern Midlands Interim Planning Scheme 2015* (“the Planning Scheme”) as this was the operative Planning Scheme at the time of lodgement, being March 2022.

Under the Planning Scheme, subdivision is defined as development. The proposal is to be assessed against both the development standards of the zone and the applicable Codes. These matters are described and assessed in this report. This is a Discretionary Application under the Planning Scheme.

The Council gave notice of the application for public comment for 14 days from 14 August 2023 to 28 August 2023. A total of four (4) representations were received during the notification period.

This report will assess the proposal against the relevant provisions of the Act and the Scheme. It is recommended that Council grant a permit for the subdivision subject to conditions.

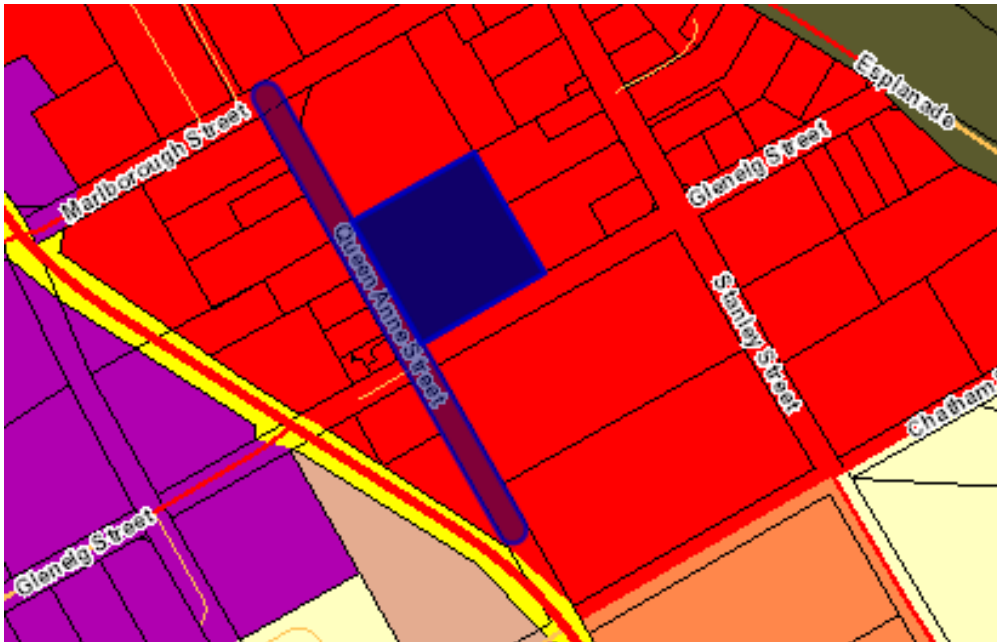
THE SITE

The existing 1.01ha property is located on the eastern side of Queen Anne Street, with the southern boundary adjacent to Glenelg Street, where a recently Council approved 14 lot subdivision has commenced on the ground.

The northern boundary is formed by boundary with 15 Marlborough Street, a Local Heritage Place and eastern boundary formed by the rear gardens of four properties fronting onto Stanley Street. Tunnack Street is located further west to the property, but no direct access to this road is currently possible. The property contains no structures and is currently vacant paddock.

The property is predominantly adjoined by residential properties to all sides, with various lot sizes and dwellings contained in different eras. To the west is Tunnack Road and areas of Light Industrial. The walking track to Lake Dulverton is situated within a five minute walk (400m) to the east.

Map 1 below shows the land zoning and location of the property.



Map 1_ The subject land and surrounding properties are in the General Residential Zone (red). Agricultural land is in the Rural Resource Zone (Cream). Light Industrial (Purple). Environmental Management – Lake Dulverton (Dark Green). Future Urban Growth (Orange) The subject title is marked with a blue line. Source: theLIST (20.09.23)



Map 2 _ Aerial image of the subject land and surrounding area, Source: theLIST (20.09.23)

THE APPLICATION

The following plans and information were attached to accompany the Development Application form:

- Plan of Subdivision, Civil Services Roads & Stormwater, drawing number 332.37 – C01, Revision D;
- Planning Assessment prepared by Peter Coney Town Planner;

- Stormwater Management Report prepared by Glenn Allen, Civil Engineer;
- Certificate of Title documents; and
- Stormwater layout revision by NTCADS.

The proposal has been referred to TAS Water and conditions have been provided which will form part of the Conditions of any planning permit approved by Council (see enclosure) SPAN TWDA 2022/00331 – STM dated 10.03.2023

USE/DEVELOPMENT DEFINITION

Under the Planning Scheme, subdivision is defined as development and is Discretionary in accordance with Clause 9.10.2 of the *Southern Midlands Interim Planning Scheme 2015*.

Use/Development Status under the Planning Scheme

As a discretionary development, the application was advertised in accordance with the provisions of Section 57 of the Act.

Council has the discretion to grant a permit for this proposal with or without conditions, or refuse to grant a permit.

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised for 14 days and four (4) representations were received during the notified period. The representations are summarised in the table below. Full copies of representations received are attached.

Representation 1	Officer Comment
<p>1) There is capacity for 14 dwellings to be built on this single block. This is very high density building on a block of this size. The environmental impact of such intensive housing, with fourteen separate households and associated noise, traffic flow and household activity, has the potential to negatively affect our lifestyle and well-being.</p>	<p><i>The proposed number of lots meets the requirement for Subdivision in the General residential Zone. The size of the proposed lots are larger than the minimum size for this zone. In addition, the layout of the blocks makes efficient use of the available land.</i></p>
<p>2) Oatlands prides itself on being a village of noteworthy Georgian architecture, unique in Australia. Preserving the architectural value of Oatlands heritage buildings should be a high priority for Council and every effort should be made to ensure the street appeal of this town is maintained.property may have its' heritage value negatively impacted by a crowded suburban development on its' perimeter, especially if the design and architectural quality is not compatible with this property. This may significantly affect the appeal of Oatlands as a heritage village in the long term; and</p>	<p><i>The development site is not within a Heritage Precinct or contains a Heritage Place. Therefore the Historic Heritage Code does not apply to the development. There is no provision in the Planning Scheme which requires new development adjacent to a Local Historic Place to be compatible or sympathetic to nearby Historic Buildings. Additionally, there are no character statements for this zone to guide the design criteria of what development may look like.</i></p>

<p>3) There are currently significant water drainage issues related to flooding through We require a guarantee from council that the proposed development would not exacerbate an already potentially problematic storm water flow issue for our property and the surrounding area. There's a need for greater detail regarding where storm water currently flowing through this lot will be directed.</p>	<p><i>The application contains several documents and designs which satisfactorily address the requirements for Stormwater Management at subdivision stage. Council's Municipal engineer has guided the applicant in stormwater management and is satisfied with the proposal. In addition, detailed stormwater designs will be conditioned in the Planning Permit.</i></p>
<p>Representation 2</p>	<p>Officer Comment</p>
<p>Firstly, I fully support the sub-division but hope the council include conditions that cover my concerns regarding the application.</p> <p>1) From the little information provided with the advertisement, it is unclear whether the current Glenelg Street reserve between Stanley Street and Queen Anne Street will be bitumised or not. As there is a new road being created within the proposed sub-division, I feel it would be compulsory that this portion of Glenelg Street be bitumised as part of the sub-division conditions and works.</p> <p>2) As Council would be aware, Glenelg Street road reserve between Queen Anne Street and Tunnack Road floods regularly down on to Queen Anne Street causing potholes and minor flooding. I believe the subdivision approval should include addressing this issue at the same time as the sub-division works.</p> <p>3) As council would be aware there are only street lights on the first two lamp posts in Queen Anne Street with no further lighting down the street. There are a further five lamp posts in the street without any lighting. It is a black hole. At the least a condition of this sub-division approval should include street lighting at the new intersections created by the sub-divisional street and especially at the corner of the new intersection created at Queen Anne Street and Glenelg Street. I feel this is a basic safety requirement.</p> <p>4) As council would be aware, currently there are at least four or five school age or younger children living towards the end of Queen Anne Street and no doubt if this</p>	<p><i>The proposed subdivision relies upon Queen Anne Street only for vehicular access. Glenelg Street is not part of this application. However, a section of Glenelg Street will be developed as a part of the 14 lot subdivision currently being constructed on the adjacent property.</i></p> <p><i>As a part of the development stormwater for the proposed lots and new internal road will be addressed. Included in these proposals will be a small section of Queen Anne Street frontage.</i></p> <p><i>As a condition of the Planning Permit, street lighting will be required within the subdivision area. The design of which will come forward at the detailed engineering design stage.</i></p> <p><i>A small section of Queen Anne Street where the property is adjacent to the street will include a 1.5m wide footpath. Council expects that further subdivisions and development within this area of Oatlands will come forward and therefore additional upgrades to</i></p>

<p>subdivision application is approved, more children would be moving into this subdivision, are any footpath provisions being considered? In addition, several aged residents walk Queen Anne Street regularly and are required to walk on the roadway due to the unlevel verges either side of this street. Could a pathway be constructed at the same time as the sub-divisional works? With extra traffic being created by the new home-lots pedestrian safety is a concern.</p>	<p><i>the road network will be undertaken. These upgrades may include street lighting and footpaths.</i></p>
<p>Representation 3</p>	<p>Officer Comment</p>
<p>This will make extra traffic and traffic noise in Queen Anne Street. Queen Anne Street is not developed or wide enough to accommodate this extra traffic. With this proposed Development there will also be extra noise in the area.</p> <p>This proposed development also will affect my safety in and out access of the driveway to my residence, because the access to proposed development is very near and this will be a lot more busier than it usually is with the extra traffic.</p> <p>I live in Queen Anne Street because I love the country atmosphere and this proposed development will compromise my landscape view.</p>	<p><i>The proposed number of dwellings and increase in vehicles, has been assessed to meet the standards and requirements of the Planning Scheme.</i></p> <p><i>In addition, Council expects that further subdivisions within this area of Oatlands will come forward and therefore additional upgrades to the road network will be undertaken, this may include footpaths and additional street lighting.</i></p> <p><i>While it is acknowledged that this represents a change from the existing paddock, it must be recognised that development of suitably zoned and serviced land within the existing township is to be expected. Unfortunately there are no provisions within the Planning Scheme that provide for the protection of views.</i></p> <p><i>Development of this land will contribute to a more efficient utilisation of public services and will contribute to the future of the town and municipality more broadly by providing new housing.</i></p>
<p>Representation 4</p>	<p>Officer Comment</p>
<p>Blocks of 530m² are very small for a regional town. 14 Blocks in 3 acres. Higher density must lead to traffic increases and safety issues in a small street.</p>	<p><i>As discussed, the size of the proposed lots are larger (average density 565m²) than the 450m² minimum size for this zone. The proposed number of lots meets the requirement for Subdivision in the General Residential Zone. The layout of the blocks makes efficient use of the available land.</i></p>

ASSESSMENT - THE SOUTHERN MIDLANDS INTERIM PLANNING SCHEME

General Residential Zone

The subject site is in the General Residential Zone. The proposal must satisfy the requirements of the following relevant development standards of this zone:

Development Standards - Subdivision		
10.6.1 Lot Design		
To provide for new lots that:		
<ul style="list-style-type: none"> (a) have appropriate area and dimensions to accommodate development consistent with the Zone Purpose and any relevant Local Area Objectives or Desired Future Character Statements; (b) contain building areas which are suitable for residential development, located to avoid hazards; (c) are a mix of lot sizes to enable a variety of dwelling and household types; (d) are capable of providing for a high level of residential amenity including privacy, good solar access; and passive surveillance of public spaces; (e) ensure an average net density for new suburban areas no less than 15 dwellings per hectare with higher densities close to services, facilities and public transport corridors; (f) are not internal lots, except if the only reasonable way to provide for desired residential density; (g) are provided in a manner that provides for the efficient and ordered provision of infrastructure. 		
Acceptable Solutions	Performance Criteria	Officer Comment
A1 The size of each lot must comply with the minimum and maximum lot sizes specified in Table 10.1, except if for public open space, a riparian or littoral reserve or utilities.	P1 The size of each lot must satisfy all of the following: <ul style="list-style-type: none"> a) variance above the maximum lot size in Table 10.1 only to the extent necessary due to demonstrated site constraints; b) be consistent with any applicable Local Area Objectives or Desired Future Character Statements for the area. 	The proposal is for 14 lots. The proposed lot sizes meet the minimum and maximum sizes as specified in Table 10.1 being 450m ² –1000m ² . The Acceptable Solution A1 is met.
A2 The design of each lot must provide a minimum building area that is rectangular in shape and complies with all of the following, except if for public open space, a riparian or littoral reserve or utilities:	P2 The design of each lot must contain a building area able to satisfy all of the following: <ul style="list-style-type: none"> (a) be reasonably capable of accommodating residential use and development; 	The lot layout makes efficient use of the available land, without compromising on, or creating excessive lot sizes. (a) Residential development can be accommodated and is anticipated given the underlying Zone.

<p>(a) clear of the frontage, side and rear boundary setbacks;</p> <p>(b) not subject to any codes in this planning scheme;</p> <p>(c) clear of title restrictions such as easements and restrictive covenants;</p> <p>(d) has an average slope of no more than 1 in 5;</p> <p>(e) the long axis of the building area faces north or within 20 degrees west or 30 degrees east of north;</p> <p>(f) is 10m x 15m in size.</p>	<p>(b) meets any applicable standards in codes in this planning scheme;</p> <p>(c) enables future development to achieve maximum solar access, given the slope and aspect of the land;</p> <p>(d) minimises the need for earth works, retaining walls, and fill and excavation associated with future development;</p> <p>(e) provides for sufficient useable area on the lot for both of the following;</p> <p>(i) on-site parking and manoeuvring;</p> <p>(ii) adequate private open space.</p>	<p>(b) The standards within the Parking & Access Code will be achieved.</p> <p>(c) Lot sizes and shape will enable solar access.</p> <p>(d) The need for earthworks, excavation and fill will be minimised.</p> <p>(e) On-site car parking and private open space are more than sufficient. The proposal meets Performance Criteria P2.</p>
<p>A3 The frontage for each lot must comply with the minimum and maximum frontage specified in Table 10.2, except if for public open space, a riparian or littoral reserve or utilities or if an internal lot.</p>	<p>P3 The frontage of each lot must satisfy all of the following:</p> <p>(a) provides opportunity for practical and safe vehicular and pedestrian access;</p> <p>(b) provides opportunity for passive surveillance between residential development on the lot and the public road;</p> <p>(c) is no less than 6m.</p>	<p>A single new vehicular access provides safe access/egress to and from Queen Anne Street. Additionally a new section of footpath 1.5m wide to this frontage of Queen Anne Street will be provided.</p> <p>The layout and orientation of the blocks around the cul-de-sac creates opportunities for passive surveillance of the public realm.</p> <p>No frontage is less than 6m.</p> <p>Performance Criteria P3 is met</p>
<p>A4 No lot is an internal lot.</p>	<p>P4 An internal lot must satisfy all of the following:</p> <p>(a) the lot gains access from a road existing prior to the planning scheme coming into effect, unless site constraints make an internal lot configuration the only</p>	<p>There are no internal lots</p> <p>Acceptable Solution A4 is met.</p>

	<p>reasonable option to efficiently utilise land;</p> <ul style="list-style-type: none">(b) it is not reasonably possible to provide a new road to create a standard frontage lot;(c) the lot constitutes the only reasonable way to subdivide the rear of an existing lot;(d) the lot will contribute to the more efficient utilisation of residential land and infrastructure;(e) the amenity of neighbouring land is unlikely to be unreasonably affected by subsequent development and use;(f) the lot has access to a road via an access strip, which is part of the lot, or a right-of-way, with a width of no less than 3.6m;(g) passing bays are provided at appropriate distances to service the likely future use of the lot;(h) the access strip is adjacent to or combined with no more than three other internal lot access strips and it is not appropriate to provide access via a public road;(i) a sealed driveway is provided on the access strip prior to the sealing of the final plan.(j) the lot addresses and provides for passive surveillance of public open space and public rights of way if it fronts such public spaces.	
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<p>A5 Subdivision is for no more than 3 lots.</p>	<p>P5 Arrangement and provision of lots must satisfy all of the following;</p> <p>(a) have regard to providing a higher net density of dwellings along;</p> <p>(i) public transport corridors;</p> <p>(ii) adjoining or opposite public open space, except where the public open space presents a hazard risk such as bushfire;</p> <p>(iii) within 200m of business zones and local shops;</p> <p>(b) will not compromise the future subdivision of the entirety of the parent lot to the densities envisaged for the zone;</p> <p>(c) staging, if any, provides for the efficient and ordered provision of new infrastructure;</p> <p>(d) opportunity is optimised for passive surveillance between future residential development on the lots and public spaces;</p> <p>(e) is consistent with any applicable Local Area Objectives or Desired Future.</p>	<p>i. There are no Public Transport corridors adjacent to the property.</p> <p>ii. There is no adjoining public open space.</p> <p>iii. There are no shops or business zones within 200m.</p> <p>(b) Future subdivision will not be compromised.</p> <p>(c) Staging will provide a coordinated response to infrastructure.</p> <p>(d) Passive surveillance of the Public realm is created and will be maintained.</p> <p>(e) There are no Local Area Objectives for this zone.</p> <p>Performance Criteria P5 is met.</p>
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Development Standards - Subdivision
10.6.2 Roads
 To ensure that the arrangement of new roads within a subdivision provides for all of the following:

(a) the provision of safe, convenient and efficient connections to assist accessibility and mobility of the community;

(b) the adequate accommodation of vehicular, pedestrian, cycling and public transport traffic; (c) the efficient ultimate subdivision of the entirety of the land and of neighbouring land.		
Acceptable Solutions	Performance Criteria	Officer Comment
<p>A1 The subdivision includes no new road.</p>	<p>P1 The arrangement and construction of roads within a subdivision must satisfy all of the following:</p> <p>(a) the route and standard of roads accords with any relevant road network plan adopted by the Planning Authority;</p> <p>(b) the appropriate and reasonable future subdivision of the entirety of any balance lot is not compromised;</p> <p>(c) the future subdivision of any neighbouring or nearby land with subdivision potential is facilitated through the provision of connector roads and pedestrian paths, where appropriate, to common boundaries;</p> <p>(d) an acceptable level of access, safety, convenience and legibility is provided through a consistent road function hierarchy;</p> <p>(e) cul-de-sac and other terminated roads are not created, or their use in road layout design is kept to an absolute minimum;</p> <p>(f) connectivity with the neighbourhood road network is maximised;</p> <p>(g) the travel distance between key</p>	<p>The subdivision will create a new road and the proposal is therefore assessed against the Performance Criteria.</p> <p>(a) Satisfied. Road standards will be conditioned to the acceptable standards.</p> <p>(b) Not applicable, there is no balance lot.</p> <p>(c) Satisfied, the subdivision will provide a footpath to Queen Anne Street. Development is already under construction for nearby neighbouring subdivisions. A network of roads is provided for in the area and are capable of being improved when further development commences in close proximity to the property.</p> <p>Whilst the subdivision can be undertaken in its current form Council should consider that it may have to allocate funding to construct, or partially construct, Glenelg St in the future.</p> <p>(d) Satisfied.</p>

	<p>destinations such as shops and services is minimised;</p> <p>(h) walking, cycling and the efficient movement of public transport is facilitated;</p> <p>(i) provision is made for bicycle infrastructure on new arterial and collector roads in accordance with AustRoads Guide to Road Design Part 6A;</p> <p>(j) any adjacent existing grid pattern of streets is extended, where there are no significant topographical constraints.</p>	<p>(e) Satisfied. Cul-de-sac use is kept to a minimum.</p> <p>(f) Satisfied. Connections to Queen Anne Street are made. From here pedestrian access is achieved to a network of routes.</p> <p>(g) Not applicable.</p> <p>(h) Satisfied</p> <p>(i) Satisfied.</p> <p>(j) There is existing roads which are capable of being sealed when further development in the area is brought forward.</p>
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Development Standards - Subdivision 10.6.3 Ways & Public Open Space		
To ensure that the arrangement of ways and public open space provides for all of the following:		
(a) the provision of safe, convenient and efficient connections to assist accessibility and mobility of the community;		
(b) the adequate accommodation of pedestrian and cycling traffic.		
Acceptable Solutions	Performance Criteria	Officer Comment
A1 No Acceptable Solution.	P1 The arrangement of ways and public open space within a subdivision must satisfy all of the following: <p>(a) connections with any adjoining ways are provided through the provision of ways to the common boundary as appropriate;</p> <p>(b) connections with any neighbouring land with subdivision potential is provided through the provision of ways to the common boundary, as appropriate;</p> <p>(c) connections with the</p>	<p>(a) Satisfied. Connections to Queen Anne Street are proposed.</p> <p>(b) Satisfied. Connections to Queen Anne and Glenelg Street are proposed.</p>

	<p>neighbourhood road network are provided through the provision of ways to those roads as appropriate;</p> <p>(d) convenient access to local shops, community facilities, public open space and public transport routes is provided;</p> <p>(e) new ways are designed so that adequate passive surveillance will be provided from development on neighbouring land and public roads as appropriate;</p> <p>(f) provides for a legible movement network;</p> <p>(g) the route of new ways has regard to any pedestrian & cycle way or public open space plan adopted by the Planning Authority;</p> <p>(h) Public Open Space must be provided as land or cash in lieu, in accordance with the relevant Council policy.</p> <p>(i) new ways or extensions to existing ways must be designed to minimise opportunities for entrapment or other criminal behaviour including, but not limited to, having regard to the following: (i) the width of the way; (ii) the length of the way; (iii) landscaping within the way; (iv) lighting; (v) provision of opportunities for 'loitering'; (vi) the shape of the way (avoiding bends,</p>	<p>(c) Satisfied. Connections to Queen Anne and Glenelg Street are proposed.</p> <p>(d) Satisfied. Connections to Queen Anne and Glenelg Street are proposed.</p> <p>(e) Satisfied. All new ways are within the public realm, to the street frontage.</p> <p>(f) connections to Queen Anne and Glenelg Street are proposed..</p> <p>(g) satisfied, connections to Queen Anne and Glenelg Street are proposed.</p> <p>(h) Satisfied. Cash in lieu as Condition.</p> <p>(i) There are no existing ways or new ways proposed.</p>
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	corners or other opportunities for concealment).	
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Development Standards – Subdivision		
10.6.4 Services		
To ensure that the subdivision of land provides adequate services to meet the projected needs of future development.		
Acceptable Solutions	Performance Criteria	Officer Comment
A1 Each lot must be connected to a reticulated potable water supply.	P1 No Performance Criteria.	The proposal complies with the Acceptable Solution.
A2 Each lot must be connected to a reticulated sewerage system.	P2 No Performance Criteria.	The proposal complies with the Acceptable Solution.
A3 Each lot must be connected to a stormwater system able to service the building area by gravity.	P3 If connection to a stormwater system is unavailable, each lot must be provided with an on-site stormwater management system adequate for the future use and development of the land.	The proposal complies with the Acceptable Solution. A condition of approval requiring that a stormwater management plan (SMP) be submitted with the engineering design plans is recommended.
A4 The subdivision includes no new road.	P4 The subdivision provides for the installation of fibre ready facilities (pit and pipe that can hold optical fibre line) and the underground provision of electricity supply.	Performance Criteria P4 is met. A condition requiring the new lots be provided with underground power and fibre ready pit and pipe is recommended.

CODE ASSESSMENT

E5.0 Road and Railway Assets Code

The purpose of this provision is to:

- (a) protect the safety and efficiency of the road and railway networks; and
- (b) reduce conflicts between sensitive uses and major roads and the rail network.

The proposal includes a new road with access onto Queen Anne Street and new vehicle crossings for Proposed Lots 13 & 14 with frontage onto Queen Anne Street. The additional traffic movements will result in a tolerable intensification of the local road network.

The applicable standards of the Code are addressed in the following tables:

Development Standards		
E5.6.2 Road accesses and junctions		
To ensure that the safety and efficiency of roads is not reduced by the creation of new accesses and junctions.		
Acceptable Solutions	Performance Criteria	Officer Comment
<p>A1 No new access or junction to roads in an area subject to a speed limit of more than 60km/h.</p>	<p>P1 For roads in an area subject to a speed limit of more than 60km/h, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to:</p> <ul style="list-style-type: none"> (a) the nature and frequency of the traffic generated by the use; (b) the nature of the road; (c) the speed limit and traffic flow of the road; (d) any alternative access; (e) the need for the access or junction; (f) any traffic impact assessment; and (g) any written advice received from the road authority. 	<p>Acceptable Solution A1 met. The new junction with Queen Anne Street and accesses to Proposed Lots 13 and 14 comply with the Acceptable Solution. The speed limit is 50km/h.</p>
<p>A2 No more than one access providing both entry and exit, or two accesses providing separate entry and exit, to roads in an area subject to a speed limit of 60km/h or less.</p>	<p>P2 For roads in an area subject to a speed limit of 60km/h or less, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to:</p> <ul style="list-style-type: none"> (a) the nature and frequency of the traffic generated by the use; (b) the nature of the road; (c) the speed limit and traffic flow of the road; (d) any alternative access to a road; 	<p>The Acceptable Solution is met, one point of access for the subdivision is proposed for Queen Anne Street are proposed.</p> <p>The access will be in accordance with the LGAT standard drawings.</p>

	(e) the need for the access or junction; (f) any traffic impact assessment; and (g) any written advice received from the road authority.	
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Development Standards
E5.6.4 Sight distance at accesses, junctions and level crossings
 To ensure that accesses, junctions and level crossings provide sufficient sight distance between vehicles and between vehicles and trains to enable safe movement of traffic.

Acceptable Solutions	Performance Criteria	Officer Comment
A1 Sight distances at: a. An access or junction must comply with the Safe Intersection Sight Distance shown in Table E5.1; and b. Rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia.	P1 The design, layout and location of an access, junction or rail level crossing must provide adequate sight distances to ensure the safe movement of vehicles, having regard to: (a) the nature and frequency of the traffic generated by the use; (b) the frequency of use of the road or rail network; (c) any alternative access; (d) the need for the access, junction or level crossing; (e) any traffic impact assessment; (f) any measures to improve or maintain sight distance; and (g) any written advice received from the road or rail authority.	The sight distances at the new access to Queen Anne Street comply the Acceptable Solution A1.

E6.0 Parking and Access Code

The Parking and Access Code applies to all use and development.

The location and design of the new access onto Queen Anne Street will comply with the Acceptable Solution and are addressed in the proposed conditions.

Internal parking and access is relevant to future Development Applications for dwellings and will be assessed as these applications come forward individually.

CONCLUSION

The report has assessed a Development Application for subdivision of fourteen (14) lots at 14 Queen Anne Street, Oatlands.

Four (4) representations were received and the concerns raised have been addressed in this report.

The proposal has been found to comply with all the relevant standards of the General Residential Zone and the applicable Codes.

It is recommended that the Application be approved and a Permit issued with conditions and advice.

RECOMMENDATION

THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (SA2200005) for Subdivision (14 lots) at 14 Queen Anne Street, Oatlands.

CONDITIONS

General

1. **The subdivision layout or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.**

Staged development

2. **The subdivision must not be carried out in stages except in accordance with a staged development plan submitted to and approved by Council's General Manager.**

Transfer of reserves

3. **All roads or footways must be shown as "Road" or "Footway" on the Final Plan of Survey and transferred to the Council by Memorandum of Transfer submitted with the Final Plan of Survey.**

Public Open Space

4. **As insufficient provision has been made for recreational space, and having formed the opinion that such a provision should be made in respect of the proposal, Council requires that an amount equal to five percent (5%) of the unimproved POS will be payable on all the subdivision lots except the balance with the existing dwelling and must be provided as cash-in-lieu of public open space in accordance with the provisions of Section 117 of the Local Government (Building & Miscellaneous Provisions) Act 1993. The sub-divider must obtain a valuation for the unimproved value of the subdivision from a Registered Valuer.**

5. **The cash-in-lieu of public open space must be in the form of a direct payment made before the sealing of the final plan of survey or, alternatively, in the form of a Bond or Bank guarantee to cover payment within ninety (90) days after demand, made after the final plan of survey has taken effect.**

Easements

6. **Easements must be created over all drains, pipelines, wayleaves and services in accordance with the requirements of the Council's General Manager. The cost of locating and creating the easements shall be at the sub-divider's full cost.**

Final Plan

7. **A final approved plan of survey and schedule of easements as necessary, together with two (2) copies, must be submitted to Council for sealing for each stage. The final approved plan of survey must be substantially the same as the endorsed plan of subdivision and must be prepared in accordance with the requirements of the Recorder of Titles.**
8. **Prior to Council sealing the final plan of survey for each stage, security for an amount clearly in excess of the value of all outstanding works and maintenance required by this permit must be lodged with the Southern Midlands Council. The security must be in accordance with section 86(3) of the Local Government (Building & Miscellaneous Provisions) Act 1993. The amount of the security shall be determined by the Council's General Manager in accordance with Council Policy following approval of any engineering design drawings.**
9. **All conditions of this permit, including either the completion of all works and maintenance or payment of security in accordance with this permit, must be satisfied before the Council seals the final plan of survey. It is the sub-divider's responsibility to notify Council in writing that the conditions of the permit have been satisfied.**
10. **The sub-divider must pay any Titles Office lodgment fees direct to the Recorder of Titles.**

Engineering

11. **The subdivision must be carried out and constructed in accordance with the:
a. Tasmanian Subdivision Guidelines
b. Tasmanian Municipal Standard – Specifications
*c. Tasmanian Municipal Standard – Drawings***
as published by the Local Government Association of Tasmania and to the satisfaction of Council's General Manager.
12. **Engineering design drawings to the satisfaction of the Council's General Manager must be submitted to and approved by Council before development of the land commences.**

13. **Engineering design drawings are to be prepared by a qualified and experienced civil engineer, or other person approved by Council’s General Manager, and must show -**
 - (a) all existing and proposed services required by this permit;
 - (b) all existing and proposed roadwork required by this permit;
 - (c) measures to be taken to provide sight distance in accordance with the relevant standards of the planning scheme;
 - (d) measures to be taken to limit or control erosion and sedimentation;
 - (e) any other work required by this permit.
14. **Approved engineering design drawings will remain valid for a period of 2 years from the date of approval of the engineering drawings.**
15. **The developer shall appoint a qualified and experienced Supervising Engineer (or company registered to provide civil engineering consultancy services) who will be required to certify completion of subdivision construction works. The appointed Supervising Engineer shall be the primary contact person on matters concerning the subdivision.**

Services

16. **The Sub-divider must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the proposed subdivision works. Any work required is to be specified or undertaken by the authority concerned.**
17. **Property services must be contained wholly within each lot served or an easement to the satisfaction of the Council’s General Manager or responsible authority.**

Roads and Access

18. **Roadworks must, unless approved otherwise by Council’s General Manager, include -**
 - (a) **Proposed Subdivision Road**
 - i. **Minimum road reserve of 15.00 metres;**
 - ii. **Fully sealed, paved and drained carriageway with a minimum carriageway width of 6.9m;**
 - iii. **Concrete kerb and channel;**
 - iv. **Concrete footpath (on at least one side);**
 - v. **Piped stormwater drains**
 - (b) **Queen Anne Street (across the entire frontage of the subdivision)**
 - i. **Fully sealed, paved and drained carriageway widening to achieve an ultimate minimum carriageway width of 8.9m;**
 - ii. **Concrete kerb and channel;**

iii. Concrete footpath;

iv. Piped stormwater drains

19. **All carriageway surface courses must be constructed with a hot mix asphalt in accordance with standard drawings and specifications prepared by the IPWE Aust. (Tasmania Division) and the requirements of Council's General Manager.**
20. **Kerb ramps must be provided to accommodate the needs of people with disabilities in accordance with standard drawings prepared by the IPWE Aust. (Tasmania Division) and to the requirements of Council's General Manager.**
21. **A reinforced concrete vehicle access must be provided from the road carriageway to service each lot.**

Drainage

22. **The developer is to provide a minor (piped) stormwater drainage system designed to comply with all of the following:**
 - a) **be able to accommodate a storm with an ARI of 20 years when the land serviced by the system is fully developed;**
 - b) **stormwater runoff will be no greater than pre-existing runoff or any increase can be accommodated within existing or upgraded public stormwater infrastructure**
23. **Unless approved otherwise by Council's General Manager the subdivision storm water drainage system must be extended to connect to the piped public storm water network.**
24. **The developer is to provide a piped storm water property connection to each lot capable of servicing the entirety of each lot by gravity in accordance with Council standards and to the satisfaction of Council's General Manager. Unless approved otherwise by Council's General Manager the storm water property connections must be DN150 minimum.**
25. **The developer is to provide a major storm water drainage system designed to accommodate a storm with an ARI of 100 years.**
26. **Unless approved otherwise by Council's general Manager, the storm water system for the subdivision must incorporate a storm water drainage system of a size and design sufficient to achieve the storm water quality and quantity targets in accordance with the State Storm water Strategy 2010, as detailed in Table E7.1 of the Southern Midlands Interim Planning Scheme 2015.**
27. **The developer must submit a storm water management plan to Council for approval with the engineering design plans. The storm water management plan must be prepared and certified by a suitably qualified person, and include calculations, design, construction and maintenance details of storm water treatment, detention, and conveyance. The plan must clearly demonstrate that the requirements of this permit are met and that adjacent properties will not be adversely impacted by the storm water system.**

28. **The developer is to pay a \$3000 per lot contribution (total \$42,000; 14 lots @ \$3000) towards the stormwater infrastructure upgrades. Payment is required on completion of the subdivision works.**

Sewer & Water

29. **Each lot must be connected to a reticulated potable water supply.**
30. **Each lot must be connected to a reticulated sewerage system.**

TAS Water

31. **The development must meet all required Conditions of approval specified by TAS Water Submission to Planning Authority Notice, TWDA 2022/00331 - STM, dated 10/03/2022.**

Telecommunications and electrical reticulation

32. **Electrical and telecommunications services must be provided underground to each lot in accordance with the requirements of the responsible authority and to the satisfaction of Council's General Manager.**
33. **Prior to the work being carried out a drawing of the electrical reticulation and street lighting, and telecommunications reticulation in accordance with the appropriate authority's requirements and relevant Australian Standards must be submitted to and endorsed by the Council's General Manager.**
34. **Prior to sealing the final plan of survey the developer must submit to Council:**
- (a) **An Exemption from the installation of fibre ready pit and pipe, a "Provisioning of Telecommunications Infrastructure – Confirmation of final payment" or "Certificate of Practical Completion of Developer's Activities" from Telstra or NBN Co.**
- (b) **Written advice from Tas Networks confirming that each lot has been provided with a property connection or that future lot owners will not be liable for network extension or upgrade costs, other than individual property connections (basic connections) at the time each lot is further developed.**

Soil and Water Management

35. **A soil and water management plan (here referred to as a 'SWMP') prepared in accordance with the guidelines Soil and Water Management on Building and Construction Sites, by the Derwent Estuary Programme and NRM South, must be approved by Council's General Manager before development of the land commences.**
36. **Temporary run-off, erosion and sediment controls must be installed in accordance with the approved SWMP and must be maintained at full operational capacity to the satisfaction of Council's General Manager until the land is effectively rehabilitated and stabilised after completion of the development.**

37. **The topsoil on any areas required to be disturbed must be stripped and stockpiled in an approved location shown on the detailed soil and water management plan for reuse in the rehabilitation of the site. Topsoil must not be removed from the site until the completion of all works unless approved otherwise by the Council's General Manager.**
38. **All disturbed surfaces on the land, except those set aside for roadways, footways and driveways, must be covered with top soil and, where appropriate, re-vegetated and stabilised to the satisfaction of the Council's General Manager.**

Construction

39. **The subdivider must provide not less than forty eight (48) hours written notice to Council's General Manager before commencing construction works.**
40. **The subdivider must provide not less than forty eight (48) hours written notice to Council's General Manager before reaching any stage of works requiring inspection by Council unless otherwise agreed by the Council's General Manager.**

Construction Amenity

41. **The development must only be carried out between the following hours:**

Monday to Friday	7:00 AM to 6:00 PM
Saturday	8:00 AM to 6:00 PM
Sunday and State-wide public holidays	10:00 AM to 6:00 PM
42. **All subdivision works associated with the development of the land must be carried out in such a manner so as not to unreasonably cause injury to, or unreasonably prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of -**
 - (a) **emission from activities or equipment related to the use or development, including noise and vibration, which can be detected by a person at the boundary with another property; and/or**
 - (b) **transport of materials, goods or commodities to or from the land; and/or**
 - (c) **appearance of any building, works or materials.**
43. **Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the land in an approved manner. No burning of such materials on-site will be permitted unless approved in writing by the Council's General Manager.**
44. **Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the subdivision during the construction period.**

As constructed drawings

45. **Prior to the works being placed on the maintenance and defects liability period “as constructed” drawings and data for all engineering works provided as part of this approval must be provided to Council to the satisfaction of the Council’s General Manager. These drawings and data sheets must be prepared by a qualified and experienced civil engineer or other person approved by the General Manager in accordance with Council’s Guidelines for As Constructed Data.**

Maintenance and Defects Liability Period

46. **The subdivision must be placed onto a twelve (12) month maintenance and defects liability period in accordance with Council Policy following the completion of the works in accordance with the approved engineering plans and permit conditions.**
47. **Prior to placing the subdivision onto the twelve (12) month maintenance and defects liability period the Supervising Engineer must provide certification that the works comply with the Council’s Standard Drawings, specification, and the approved plans.**

THE FOLLOWING ADVICE APPLIES TO THIS PERMIT: -

- A. This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- B. This permit does not take effect until all other approvals required for the use or development to which the permit relates have been granted.
- C. The owner is advised that an engineering plan assessment and inspection fee of 1% of the value of the approved engineering works, or a minimum of \$335.00, must be paid to Council in accordance with Council’s fee schedule.
- D. All approved engineering design drawings will form part of this permit on and from the date of approval.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

ENCLOSURES
Agenda Item 12.2.

Representation 1

18.08.2023

To The General Manager
Southern Midlands Council
Re application DA SA2200005
Planning Application for 14 Queen Anne Street

We are writing as the owners, Our
property shares a rear boundary with 14 Queen Anne Street and we are
concerned that the development application submitted for that site, if passed
as is, will have a negative effect on the value of our property.

Our significant issues are as follows:

- 1) There is capacity for 14 dwellings to be build on this single block. This is very high density building on a block of this size. It will more than double the number of households in Queen Anne street which is currently a quiet dead-end street. The environmental impact of such intensive housing, with fourteen separate households and associated noise, traffic flow and household activity, has the potential to negatively effect our lifestyle and well-being.
- 2) Oatlands prides itself on being a village of noteworthy Georgian architecture, unique in Australia. Preserving the architectural value of Oatlands heritage buildings should be a high priority for Council and every effort should be made to ensure the street appeal of this town is maintained. is a heritage building that has achieved national and international acclaim and has been featured in numerous national and international architectural and

Representation 1

design publications¹ as well as winning several state and national architectural awards.² It attracts frequent visitors/tourists who are interested in heritage architecture in Oatlands. This property may have its heritage value negatively impacted by a crowded suburban development on its perimeter, especially if the design and architectural quality is not compatible with this property. This may significantly affect the appeal of Oatlands as a heritage village in the long term; and

- 3) There are currently significant water drainage issues related to flooding

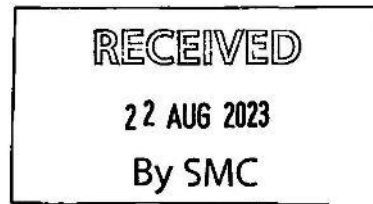
We require a guarantee from council that the proposed development would not exacerbate an already potentially problematic storm water flow issue for our property and the surrounding area. There's a need for greater detail regarding where storm water currently flowing through this lot will be directed.

Looking forward to your response,

¹ *The World of Interiors*, January 2022; Natalie Walton, 2022, *Style - The Art of Creating a Beautiful Home*; Joan-Maree Hargreaves and Marita Bullock, 2022, *Tasmania Living*; Flora Samuel, 2023, *Housing for Hope and Well-being*

² Winner of the 2020 Tasmania Institute of Architects Roy Sharrington-Smith award for Tasmanian heritage architecture; the 2020 Australian Institute of Architects Lachlan Macquarie Award for Australian heritage architecture; and the 2023 Tasmanian Institute of Architects' Henry Hunter triennial prize for the re-cycling or conservation of existing buildings.

Representation 2



Southern Midlands Council
The General Manager
71 High Street
Oatlands TAS 7120

Dear Sir

RE: SA2200005 Sub-division 14 Lots & Balance
Address: 14 Queen Anne Street, Oatlands

I would like the council to consider the following issues regarding the above proposed sub-division application.

Firstly, I fully support the sub-division of Lot 14 Queen Anne Street, Oatlands but hope the council and planning authority include conditions that cover my concerns regarding the application.

- 1) From the little information provided with the advertisement, it is unclear whether the current Glenelg Street reserve between Stanley Street and Queen Anne Street will be bitumised or not. As there is a new road being created within the proposed sub-division, I feel it would be compulsory that this portion of Glenelg Street be bitumised as part of the sub-division conditions and works.
- 2) As Council would be aware, Glenelg Street road reserve between Queen Anne Street and Tunnack Road floods regularly down on to Queen Anne Street causing potholes and minor flooding. I believe the sub-division approval should include addressing this issue at the same time as the sub-division works.
- 3) As council would be aware there are only street lights on the first two lamp posts in Queen Anne Street with no further lighting down the street. There are a further five lamp posts in the street without any lighting. It is a black hole. At the least a condition of this sub-division approval should include street lighting at the new intersections created by the sub-divisional street and especially at the corner of the new intersection created at Queen Anne Street and Glenelg Street. I feel this is a basic safety requirement.
- 4) As council would be aware, currently there are at least four or five school age or younger children living towards the end of Queen Anne Street and no doubt if this sub-divisional application is approved, more children would be moving into this sub-division, are any footpath provisions being considered? In addition, several aged residents walk Queen Anne Street regularly and are required to walk on the roadway due to the unlevel verges either side of this street. Could a pathway be constructed at

Representation 2

the same time as the sub-divisional works? With extra traffic being created by the new home lots pedestrian safety is a concern.

In addition to making this submission, I would like to make a deputation and address the council at the meeting this application will be considered.

Yours faithfully

Representation 3

To the General Manager;

I object to the proposed development at 14 Queen Anne Street Oatlands.

Reason being,

This will make extra traffic and traffic noise in Queen Anne Street. Queen Anne Street is not developed or wide enough to accommodate this extra traffic. With this proposed Development there will also be extra noise in the area, and this will make me feel like I'm living in a built up area, Not Semi Rural as I have been living comfortably.

This proposed development also will affect my safety in and out access of the driveway to my residence, because the access to proposed development is very near and this will be alot more busier than it usually is with the extra traffic.

I feel my independence will also be compromised when I go for a walk in Queen Anne Street, because as now I have to walk on the road because there is no footpaths and with the extra traffic in the street this scares me. I want to comfortably keep walking and getting exercise, but for safety reasons I'm worried this might stop me from walking independently.

I live in Queen Anne Street because I love the country atmosphere and this proposed development will compromise my landscape view.

I chose to not live in suburbia.

Yours Sincerely

Representation 4

To the
General Manager SMC.

I would like to make representations re the the development at 14 Queen Anne St Oatlands..
Blocks of 530 sm are very small for a regional town. 14 Blocks in 3 acres. Higher density must lead to
traffic increases and safety issues in a small street.

Other concerns such as outdated plans and storm water problems have been addressed by council
discussions.

Thank you



Submission to Planning Authority Notice

Council Planning Permit No.	SA 2022 / 000051	Council notice date	8/03/2022
TasWater details			
TasWater Reference No.	TWDA 2022/00331-STM	Date of response	10/03/2022
TasWater Contact	David Boyle	Phone No.	0436 629 652
Response issued to			
Council name	SOUTHERN MIDLANDS COUNCIL		
Contact details	mail@southernmidlands.tas.gov.au		
Development details			
Address	14 QUEEN ANNE ST, OATLANDS	Property ID (PID)	2538947
Description of development	14 Lot Subdivision		
Schedule of drawings/documents			
	Prepared by	Drawing/document No.	Revision No.
	NTCADS Pty Ltd	332.37-C02 / Civil Services	A
			Date of Issue
			4/03/2022
Conditions			
<p>Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p>CONNECTIONS, METERING & BACKFLOW</p> <ol style="list-style-type: none"> 1. A suitably sized water supply with metered connections and sewerage system and connections to each lot of the development must be designed and constructed to TasWater’s satisfaction and be in accordance with any other conditions in this permit. 2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer’s cost. 3. Prior to commencing construction of the subdivision/use of the development, any water connection utilised for construction/the development must have a backflow prevention device and water meter installed, to the satisfaction of TasWater. <p>ASSET CREATION & INFRASTRUCTURE WORKS</p> <ol style="list-style-type: none"> 4. The developer must design and construct a well looped water reticulation system, this will include upgrading the existing DN63 (Asset number: A506063) from the Queen Anne St and Glenelg St (Unmade) intersection to the new road intersection in Glenelg St (Unmade) to TasWater’s satisfaction. 5. Plans submitted with the application for Engineering Design Approval must, to the satisfaction of TasWater show, all existing, redundant and/or proposed property services and mains. 6. Prior to applying for a Permit to Construct, to construct new infrastructure the developer must obtain from TasWater Engineering Design Approval for new TasWater infrastructure. The application for Engineering Design Approval must include engineering design plans prepared by a suitably qualified person showing the hydraulic servicing requirements for water and sewerage to TasWater’s satisfaction. 7. Prior to works commencing, a Permit to Construct must be applied for and issued by TasWater. All 			



infrastructure works must be inspected by TasWater and be to TasWater's satisfaction.

8. In addition to any other conditions in this permit, all works must be constructed under the supervision of a suitably qualified person in accordance with TasWater's requirements.
9. Prior to the issue of a Consent to Register a Legal Document all additions, extensions, alterations or upgrades to TasWater's water and sewerage infrastructure required to service the development, are to be completed generally as shown on, and in accordance with, the plans listed in the schedule of drawings/documents, and are to be constructed at the expense of the developer to the satisfaction of TasWater, with live connections performed by TasWater.
10. After testing/disinfection, to TasWater's requirements, of newly created works, the developer must apply to TasWater for connection of these works to existing TasWater infrastructure, at the developer's cost.
11. At practical completion of the water and sewerage works and prior to TasWater issuing a Consent to a Register Legal Document, the developer must obtain a Certificate of Practical Completion from TasWater for the works that will be transferred to TasWater. To obtain a Certificate of Practical Completion:
 - a. Written confirmation from the supervising suitably qualified person certifying that the works have been constructed in accordance with the TasWater approved plans and specifications and that the appropriate level of workmanship has been achieved;
 - b. A request for a joint on-site inspection with TasWater's authorised representative must be made;
 - c. Security for the twelve (12) month defects liability period to the value of 10% of the works must be lodged with TasWater. This security must be in the form of a bank guarantee;
 - d. Work As Constructed drawings and documentation must be prepared by a suitably qualified person to TasWater's satisfaction and forwarded to TasWater.
12. After the Certificate of Practical Completion has been issued, a 12 month defects liability period applies to this infrastructure. During this period all defects must be rectified at the developer's cost and to the satisfaction of TasWater. A further 12 month defects liability period may be applied to defects after rectification. TasWater may, at its discretion, undertake rectification of any defects at the developer's cost. Upon completion, of the defects liability period the developer must request TasWater to issue a "Certificate of Final Acceptance". The newly constructed infrastructure will be transferred to TasWater upon issue of this certificate and TasWater will release any security held for the defects liability period.
13. The developer must take all precautions to protect existing TasWater infrastructure. Any damage caused to existing TasWater infrastructure during the construction period must be promptly reported to TasWater and repaired by TasWater at the developer's cost.
14. Ground levels over the TasWater assets and/or easements must not be altered without the written approval of TasWater.

FINAL PLANS, EASEMENTS & ENDORSEMENTS

15. Prior to the Sealing of the Final Plan of Survey, a Consent to Register a Legal Document must be obtained from TasWater as evidence of compliance with these conditions when application for sealing is made.
Advice: Council will refer the Final Plan of Survey to TasWater requesting Consent to Register a Legal Document be issued directly to them on behalf of the applicant.



16. Pipeline easements and/or lots, to TasWater’s satisfaction, must be created over any existing or proposed TasWater infrastructure and be in accordance with TasWater’s standard pipeline easement conditions and/or lot creation requirements.

DEVELOPMENT ASSESSMENT FEES

17. The applicant or landowner as the case may be, must pay a development assessment fee of \$699.36 and a Consent to Register a Legal Document fee of \$154.42 to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date paid to TasWater.

The payment is required within 30 days of the issue of an invoice by TasWater.

18. In the event Council approves a staging plan, a Consent to Register a Legal Document fee for each stage, must be paid commensurate with the number of Equivalent Tenements in each stage, as approved by Council.

Advice

General

For information on TasWater development standards, please visit <https://www.taswater.com.au/building-and-development/technical-standards>

For application forms please visit <https://www.taswater.com.au/building-and-development/development-application-form>

Declaration

The drawings/documents and conditions stated above constitute TasWater’s Submission to Planning Authority Notice.

Authorised by

Jason Taylor
 Development Assessment Manager

TasWater Contact Details

Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au

12.3 Municipal Seal (Planning Authority)

Nil.

12.4 Planning (Other)

Nil.

**[THIS CONCLUDES THE SESSION OF COUNCIL
ACTING AS A PLANNING AUTHORITY]**

13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

13.1 Roads

Strategic Plan Reference 1.1
Maintenance and improvement of the standard and safety of roads in the municipal area.

Nil.

13.2 Bridges

Strategic Plan Reference 1.2
Maintenance and improvement of the standard and safety of bridges in the municipality.

Nil.

13.3 Walkways, Cycle Ways and Trails

Strategic Plan Reference 1.3
Maintenance and improvement of the standard and safety of walkways, cycle ways and pedestrian areas to provide consistent accessibility.

Nil.

13.4 Lighting

Strategic Plan Reference 1.4
Ensure adequate lighting based on demonstrated need / Contestability of energy supply.

Nil.

13.5 Buildings

Strategic Plan Reference 1.5
Maintenance and improvement of the standard and safety of public buildings in the municipality.

Nil.

13.6 Sewers / Water

Strategic Plan Reference(s) 1.6
Increase the capacity of access to reticulated sewerage services / Increase the capacity and ability to access water to satisfy development and Community to have access to reticulated water.

Nil.

13.7 Drainage

Strategic Plan Reference 1.7
Maintenance and improvement of the town storm-water drainage systems.

Nil.

13.8 Waste

Strategic Plan Reference 1.8

Maintenance and improvement of the provision of waste management services to the Community.

Nil.

13.9 Information, Communication Technology

Strategic Plan Reference 1.9

Improve access to modern communications infrastructure.

Nil.

13.10 Officer Reports – Infrastructure & Works

13.10.1 Manager – Infrastructure & Works Report

Author: MANAGER INFRASTRUCTURE & WORKS (DAVID RICHARDSON)

Date: 20 SEPTEMBER 2023

Enclosure(s):

Nil.

Roads Program

Council's graders have been working on various Roads with the bus routes being the priority roads for grading as required. The focus has been to prioritise the higher traffic usage areas of roads. General road maintenance and repairs will continue, including works on pavement repairs and table drain clearing on a priority basis. The annual roadside slashing works will commence soon to mitigate the risk related to the proposed climatic conditions that are expected over the coming period.

Current Capital Work.

Planning design works are completed for the upgrade of Interlaken road .Currently working on tender documents and specifications.

Bagdad-Mangalore hydraulic flood assessment works have almost been completed it is expected that the first draft will be finalised in the coming weeks.

Reeve-Climie street Campania upgrades to curb and gutter and footpaths are completed. These works are to improve the existing access to the carpark and footpath linkages.

Trees have been planted and water stations are being installed at the Kempton dog park.

Elderslie road and Blackbrush road junction has had advanced chevron warning signs installed.

The bus shelter at Dysart has been cleared of vegetation and the area adjacent piped to provide a safer area.

A wildlife warning sign has been installed on Winstead road Bagdad.

The Campania oval cricket pitch has been widened and a new synthetic surface will be installed soon.

Parks and Reserves

General maintenance of parks and reserves will continue with a focus on ensuring growth is maintained at an acceptable level. Council's parks and reserves personnel have been undertaking annual tree pruning and preventative maintenance works. The focus will now move to mowing during the spring period.

Bridge Works

A number of bridges will require some minor rectification works over the coming period as a result of weather conditions.

Building Services Unit

Council's building services unit have completed construction of the Bagdad child care centre additions.

An extensive renovation job is underway for a private client in the Midlands area.

Construction of 2 accommodation units in Oatlands will commence shortly, the shed at the site has been removed.

Planned Works

The following capital works are planned for the coming period

Drainage and pavement repairs various roads.

Undertake various bridge maintenance repairs.

Re-Sheeting various un-sealed roads.

Advertise the tender for Interlaken Road Re-Construction works.

Commence construction of accommodation units Oatlands.

Continue footpath re-newel works Kempton Main Street.-Southern end.

Advertise council's annual road re-construction and sealing tenders.

QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

ANSWERS: from August Council Meeting

Clr D Fish – Bottleshop (Celebrations) – High Street, Oatlands (limited time parking) – owner has requested 15 minute time parking (High Street frontage) – to be investigated.
15 minute parking sign has been installed

Clr D Fish – Callington Mill (Staff Parking) – issue has been raised with the Distillery management and staff have been requested to use alternative parking. Limited time parking signs in the vicinity of the Lake Toilets – to be investigated.
Difficult to enforce any timed parking signage without appropriate by-law

Deputy Mayor K Dudgeon – Anstey Court, Oatlands – tree roots in road pavement
Programmed to be rectified

Deputy Mayor K Dudgeon – Woodsdale Road – vicinity of Community Hall – bitumen patching required.
Minor repairs completed. Pavement dig-outs required and added to the works programme

Mayor E Batt – Dysart Drive, Dysart – establishment of School Bus 'Pull-over' Area – to be considered in association with road upgrade(s).
Preliminary works completed, including site clearance and piping of open drain – pavement works to be undertaken.

Mayor E Batt – Rubbish Bins (Junior Council proposal) – Council to purchase six (6) rubbish bins which are to be painted prior to installation.

Being investigated

Deputy Mayor K Dudgeon – Oatlands Waste Transfer Station - disposal of building rubble and is disposal permitted at the Oatlands Waste Transfer Station?

Will require an amendment to the fees and charges to facilitate small quantities of rubble due to cost of disposal and transport

RECOMMENDATION

THAT the Infrastructure & Works Report be received and the information noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

14.1 Residential

Strategic Plan Reference 2.1

Increase the resident, rate-paying population in the municipality.

Nil.

14.2 Tourism

Strategic Plan Reference 2.2

Increase the number of tourists visiting and spending money in the municipality.

Nil.

14.3 Business

Strategic Plan Reference 2.3

Increase the number and diversity of businesses in the Southern Midlands / Increase employment within the municipality / Increase Council revenue to facilitate business and development activities (social enterprise).

Nil.

14.4 Industry

Strategic Plan Reference 2.4

Retain and enhance the development of the rural sector as a key economic driver in the Southern Midlands / Increase access to irrigation water within the municipality.

Nil.

15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)

15.1 Heritage

Strategic Plan Reference – Page 22

3.1.1	Maintenance and restoration of significant public heritage assets.
3.1.2	Act as an advocate for heritage and provide support to heritage property owners.
3.1.3	Investigate document, understand and promote the heritage values of the Southern Midlands.

15.1.1 Heritage Project Program Report

Author: MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)

Date: 28 SEPTEMBER 2023

ISSUE

Report from the Manager, Heritage Projects on various Southern Midlands Heritage Projects.

DETAIL

During the past month, Southern Midlands Council Heritage Projects have included:

Support & administration of the Artist in Residence Program. The current Artist is George Kennedy, a Hobart based visual artist. He has won local, state & national prizes for emerging artists & was recently a finalist in the 2021 Peebles Print Prize in Victoria. George is interested in Tasmanian places and people. Particularly drawn to lines and the vastness of information they can contain, he harnesses marks directly from his surroundings, creating prolifically, forming piles of drawings to broaden perception & understanding. His final works are intuitive & expressive as he remediates drawings in his studio into layers of arks, lines & colour, forming his own visual language to evoke a range of associations and emotions.

Play Street (landscape architects) have been engaged to finalise a plan for the Melton Mowbray Park for final public consultation and submission of the DA.

Governor's visit to Oatlands – tour of heritage buildings & projects.

Progressing Bagdad Hall and Community Club research project.

Planning for next 'If Walls Could Talk' series.

Upgrade of Kempton heritage sites signage.

Collection catalogue database work continues with how photographic images of collection items are displaying the main focus.

Online Public Access Catalogue portal 'look' completed.

Planning for relocation of collections material to new collection store underway.

Planning for the Performing Residencies in Southern Midlands project (see separate report).

Lease negotiations for 9 Barrack Street have been successful with the tenant to move-in once the applicable planning and occupancy permits are in place. Some maintenance works to the building are to commence ASAP.

Team involvement in a Grand Designs episode shot at Oatlands (to be aired around April 2024).

The Department of State Growth has advised that they will be proceeding with the repair of the Blackman River Bridge in accordance with the approved development application – with traditional timber to be used for the repairs (rather than concrete and steel). This outcome is consistent with the advice given by Council officers over a nine-year period.

Brad Williams is undertaking a Cert V in Training and Assessment ahead of planned 2024 re-launch of some Heritage Education and Skills Centre initiatives.

RECOMMENDATION

THAT the Heritage Projects Program Report be received and the information noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

15.1.2 Performing Residencies in Southern Midlands (PRISM) Project Plan and Policy

Author: MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)

Date: 22 SEPTEMBER 2023

Attachment(s)

Performing Residencies in Southern Midlands – PRISM – Project Plan

Performing Residencies in Southern Midlands Policy

ISSUE

- To seek Council endorsement of the Performing Residencies in Southern Midlands (PRISM) Project Plan.
- To table the proposed PRISM Policy for discussion, with view of seeking endorsement at Council's October 2023 meeting.

BACKGROUND

The PRISM project seeks to expand and value-add to Council's existing Artist in Residence program with the establishment of a 'sister-residency' at Roche Hall (former Oatlands State School) for a similar program specialising in performing arts. The Artist in Residence program will remain operating from AiRSpace (79 High Street) with this program running in parallel.

The project plan follows a similar format to the Artist in Residence program which has been tested and found to be viable (in fact highly successful). A policy has been drafted along similar lines to provide a governance framework for the proposed program.

DETAIL

Refer to the project plan at ATTACHMENT A.

The draft policy is provided here as ATTACHMENT B.

HUMAN RESOURCES & FINANCIAL IMPLICATIONS

The project will be staffed within the existing capacity of the Heritage Projects and Community Development teams, with Governance (as required) via Council's Arts Advisory Committee (as per the Artist in Residence Program).

As per the project plan, the ongoing operation is aimed to be funded via an operational budget of \$6,000pa from the 2024-25 fy budget (a similar amount to what is currently allocated to the Artist in Residence program). Council has an existing annual budget for building upkeep and maintenance which will remain unchanged.

There will be start-up costs for preparing the building (note that not all works in the project plan are essential – however some works will be required). At this stage external funding is

being sought for these works. Council’s endorsement of the project plan and policy will greatly assist external funding applications.

COMMUNITY CONSULTATION AND PUBLIC RELATIONS IMPLICATIONS

It is anticipated that this program will be very well received by the community, as has the Artist in Residence program. The project will provide monthly and free public events for the community as well as encourage community engagement in the residencies.

POLICY IMPLICATIONS

ATTACHMENT B provides a draft policy to govern the program, this has been drafted along similar lines to the existing Artist in Residence policy. This is consistent with the Strategic Plan references above.

PRIORITY – IMPLEMENTATION TIMEFRAME

Note that capital works are required for start-up. Until the project is funded, it cannot be fully implemented (however a baseline/interim start-up may occur with minimal capital works). Full implementation is therefore aligned with grant opportunities/success.

RECOMMENDATION

THAT:

- a) Council endorse the PRISM Project Plan;**
- b) Council receive the proposed Policy for consideration; and**
- c) The proposed Policy be brought to Council’s October 2023 meeting for further consideration and endorsement.**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

15.2 Natural

Strategic Plan Reference – page 23/24

3.2.1	Identify and protect areas that are of high conservation value.
3.2.2	Encourage the adoption of best practice land care techniques.

15.2.1 NRM Unit – General Report

Author: NRM / PROJECTS OFFICER (MARIA WEEDING)

Date: 18 SEPTEMBER 2023

Enclosure(s):

Nil.

DETAIL

- Maria continues to work on the proposed toilet block at Callington Park. A hydraulic engineer has now provided a set of plans. TasWater have been contacted during the development of the plans as there is some intricacies in the site due to other existing underground infrastructure, combined with surface levels that cause issues with fall requirements. A solution has been detailed by the hydraulic engineer. The plans and other information will now be sent to Parks and Wildlife for a Reserve Activity Assessment as well as TasWater to sign off on the proposal from a technical perspective. Following these steps – the proposal will go to Council to seek Planning Approval.
- The official opening of the Mt Pleasant Recreation Ground – Player Change Rooms facility upgrade was held on Wednesday 30th August. Minister Nic Street (Minister for Sport and Recreation) and Mayor Edwin Batt opened the facility. Around 25 attended the event, including several Members of the State Parliament and Councillors.
- Maria, Helen and Mary spent a day at the Dept Natural Resources and Environment workshop for Biosecurity in respect of weeds under the Biosecurity Act 2019. This workshop was held for all registered Authorised Weeds Officers in Tasmania, as part of re-accreditation requirements.
- Helen has completed the preliminary work to enable the development of the Digital Connectivity Plan with Telstra. The next step will be a workshop with Telstra and Council representatives to further discuss details in regard to the proposed content of the plan. No date has been set yet for this stage.
- Helen, Maria and Mary have undertaken some tidy up and maintenance work on a section of the Lake Dulverton foreshore between the shower block area and the former jetty ramp. Works included weed control, removal of fallen limbs off the banks and replacement of some native plants.
- Helen worked for some of her time assisting the General Manager with providing detailed maps and information required for the recent visit by the Governor of Tasmania.

- The QuickSpray dual reel unit is on track to be delivered in early October. The unit comes from Queensland.
- Helen and Mary both took a small amount of leave over the last month.

Weeds Officer Report, Mary Smyth

14th August – 18th September 2023

Enquiries/feedback

3 (Spanish heath, gorse, brassicas)

Site visits

Checked the new brassica infestations along the recent roadworks around Oatlands. Took photos and contacted State Growth, but budget cuts have affected their ability to do weed control this financial year.

Visited a Tunnack Road property with boundary gorse issues and spoke to the owner. Positive result.

Final field work removing a couple of small Spanish heath infestations in the vicinity of Sand Marsh Road. Many thanks to a local landowner for tipping me off to their location.

The Pound, Oatlands (see below).

Training

Attended a full day's training with Maria and Helen to update our "Authorised Officer" accreditation in line with the new Biosecurity Act 2019. This was held at the government offices at New Town with a full class room.

Attended a Besom heath workshop in my own time on 17th August at Bridgenorth. This is one weed we definitely do not want in the area. Technically it is confined to around Bridgenorth and Rosevale up north but I have my eye in now and will recognize it if I ever see it in my travels.

Related and extra-curricular activities

Took some toil time after one of my weekend tip shifts to transport a young friendly female cat down to 10 lives. This animal had been dumped at Oatlands tip early August. She wasn't feral, wasn't microchipped, and should now be enjoying her new home somewhere.

Assisted Maria and Helen with some cleanup work in various garden beds around Lake Dulverton. We also attended to a dead swan (in the water) and a dead water rat (on the land) adjacent the drainage outlet from Callington Mill precinct. A reported fishing hook/line affected swan was unable to be located.

Assisted Maria with some final cleanup work at Mt Pleasant recreation ground prior to the official opening of the new facilities.

Planted a number of replacements and mulched around these new plants at the Pound, Oatlands. I have a strong suspicion that a grass-specific herbicide I used once to get on top of twitch *may* have affected some of the blackwood seedlings. Soil contaminants could also be a factor in some of the deaths.

Stemless thistle grant

Have had one reply to the mail out sent early August (which sought landowner's feedback if they had noticed any Stemless thistle on their land). I will be visiting the owner on property this week. Liaising with Matt Baker (herbarium) and Karen Stewart (Biosecurity Tas) to visit the site and view this thistle on Wednesday 18th. On this visit, we will look for more plants which may have popped up since my last visit. It appears as though the lack of rain recently is hampering germination and this may delay the first control visit of the contractor.

Communication

Requested feedback from Sustainable Timber Tasmania with regards their checking for weeds along roads, in forests and in the vicinity of recently cleared coupes around various Spanish heath roadside infestations. No reply as yet.

Replied to a landowner regarding a query on excess tyres on an adjoining property.

Had a ratepayer contact me regarding a plant which she thinks may be Spanish heath. She had read the article I put in to the Ratepayers Newsletter: site visit organized for 20th September.

Submitted an article on Paterson's curse for the September edition of the Southern Midlands Regional Newsletter.

Research

I have been asked to provide feedback to the developers of the new "WeedScan" app. I have wandered through the entire start-up process (feedback provided late last month) and am now assessing ease of use in the field (this feedback will be in by the end of this month).

Liaising with the Weedingtech folks regarding a Foamstream demonstration early next month.

Roadside weeds data base

Report completed, maps in production (for field use).

Weed of the Week

Gazania, small nettle, boneseed and ivy displayed in the Oatlands front office this month.

RECOMMENDATION

THAT the NRM Unit Report be received and the information noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

15.3 Cultural

Strategic Plan Reference 3.3

Ensure that the cultural diversity of the Southern Midlands is maximised.

Nil.

15.4 Regulatory (Development)

Strategic Plan Reference 3.4

A regulatory environment that is supportive of and enables appropriate development.

Nil.

15.5 Regulatory (Public Health)

Strategic Plan Reference 3.5

Monitor and maintain a safe and healthy public environment.

Nil.

15.6 Regulatory (Animals)

Strategic Plan Reference 3.6

Create an environment where animals are treated with respect and do not create a nuisance for the community

15.6.1 Animal Management Report

Author: ANIMAL MANAGEMENT OFFICER (RACHEL COLLIS)

Date: 20 SEPTEMBER 2023

Enclosure(s):

Animal Management Statement 2023

ISSUE

Consideration of the Animal Management/Compliance Officer's report for August/September 2023

The purpose of the report is twofold:

1. To inform Council and the Community of infringements issued by Council Officers in relation to Animal Management for the period August/September; *and*
2. Provide a brief summary of actions and duties undertaken by Council Officers in relation to animal management.

This in turn informs the community of the requirements and expectations of the Council to uphold and enforce the relevant legislation. This reminds Council and the community of the importance of responsible ownership of animals.

The infringements detailed in this report were all issued under the *Dog Control Act 2000*.

Resource Sharing

Southern Midlands Council currently provide Animal Management services to the Central Highlands Council through resource sharing arrangements. Jobs of note are itemised in the enclosed statement.

INFRINGEMENT DETAILS:

Dog at large – Oatlands area

ATTACK DETAILS:

16/8 - Sheep attacked Campania area
28/8 – Sheep attacked Campania area
2/9 – Lambs attacked Broadmarsh area
12/9 – Lambs attacked Broadmarsh area

RECOMMENDATION

THAT the Animal Management Report be received and the information noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

ENCLOSURE
 Agenda Item 15.6.1

YTD ANIMAL MANAGEMENT STATEMENT
2023

DOG IMPOUNDS	RECLAIMED	ADOPTED/DOGS HOME	EUTHANISED	OTHER IMPOUNDS
13	18			3 sheep – claimed 1 sheep – claimed 1 sheep - claimed

JOBS ATTENDED
August/September 2023

DOGS AT LARGE	DOG ATTACKS	DOG BARKING	DOG GENERAL
4	4	6	9
NEW KENNEL LICENCES	WELFARE	STOCK	Central Highlands
2 active licence	1	5	2

REGISTERED DOGS: 1671 (64 pending)
KENNEL LICENCES: 61
INFRINGEMENTS ISSUED: 1

15.7 Environmental Sustainability

Strategic Plan Reference 3.7
 Implement strategies to address the issue of environmental sustainability in relation to its impact on Councils corporate functions and on the Community.

Nil.

16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)

16.1 Community Health and Wellbeing

Strategic Plan Reference 4.1

Support and improve the independence, health and wellbeing of the Community.

16.1.1 Southern Midlands Council – Community Small Grants Programme 2023

Author: DEPUTY GENERAL MANAGER (ANDREW BENSON)

Date: 21 SEPTEMBER 2023

Enclosure(s):

Letter and associated information from Oatlands Ex-Services and Community Club Inc.

Attachment(s):

Agreed Process for Considering the SMC Community Small Grants Programme.

BACKGROUND

Council has conducted a Community Small Grants program twice a year since 2008, converting to an annual program in September 2009. The main aim of the program is to streamline and condense the many requests for financial support received from various community groups, charitable organisations and service providers throughout the year. The program has proven to be very popular with all the target groups and excellent goodwill is gleaned from the successful grant recipients. Additional kudos has been obtained by having presentations to successful Grantee organisations at the Australia Day function in January.

[EXTRACT FROM THE GUIDELINES]

The Southern Midlands Council's Community Small Grants program has been established to support projects, programs and activities developed for the benefit of the residents of the Southern Midlands local government area.

The Community Small Grants provide assistance to community groups to provide programs, improve safety, undertake minor capital works, and facilitate small seminars, conferences and forums or purchase equipment.

The Southern Midlands Council recognises the immense community benefit provided to our residents and visitors by local community organisations through the provision of opportunity for involvement in activities in Southern Midlands.

The Community Small Grants Program is one method of supporting and assisting local organisations in providing additional opportunities for the Southern Midlands community.

Purpose

To provide financial assistance in a regulated and equitable way to community groups catering for, and responding to, the needs of the residents and visitors to Southern Midlands.

The program provides assistance to organisations to conduct a wide range of activities. The following broad categories are designed to give applicants an idea as to the types of projects which Council seeks to support through this program:

Community Building

Projects which aim to increase community participation & access to information, services & facilities while strengthening community and social well-being.

Minor Capital Works

Projects which enhance our community facilities by aiding in the development of new facilities or improvements to any existing Community/Council owned facility. It will provide assistance for projects such as fencing, roofing, ground lighting, shade sails, building refurbishments, paving, etc.

Safety/Accessibility Upgrades/Equipment

Projects that increase the capacity of local groups and clubs to cater for the needs of the community. These developments can be in the form of a construction project or the purchase of equipment.

Frequency

Council's grant program is currently held on an annual basis.

Important Dates:

*The current round for assistance opens at 8.30am on Wednesday 2nd August 2021 and **closes on Monday 28th August 2023 at 4:00pm**. Applications can be lodged at either the Oatlands or Kempton Office, or lodged electronically at mail@southernmidlands.tas.gov.au*

Projects are able to start from Monday 9th October 2023 - full acquittal is required by 30th July 2024.

Level of Funding Available

An organisation can apply for assistance up to a maximum of \$3000 per round- no minimum grant amount applies.

Eligibility

Financial Assistance WILL be considered for:

- *Any not for profit community group or voluntary association that is legally constituted as an incorporated body or under the auspice of one.*
- *The group or organisation is located in the Southern Midlands municipal area or is proposing an activity or project which will take place in the Southern Midlands municipal area, for the benefit of those who live, visit or conduct business in the municipal area.*
- *The applicant is able to demonstrate financial viability and competence.*
- *The applicant meets Council's insurance requirements.*
- *Education providers are able to apply on the condition that the project/activity is open to all residents and has a broad community benefit.*
- *For equipment grants, applicants are required to contribute at least 50% towards the cost of equipment for items considered 'consumables' eg. cricket bats / balls, footballs etcItems of a longer term nature eg. line marking machines , training equipment and the like would be eligible for up to 100% funding.*

- *Projects that are seeking funding from \$3,001 to \$5,000 shall be required to have a matching 50% contribution from other sources.*

The following are important areas to address

- *Any application which relates to works or projects on property not under the applicants direct ownership (land tenure) or control, must provide a letter of authorisation and approval for said works / projects from the land owner with the grant application.*
- *In the case of applications from the Department of Education, where the facilities will be used by Community and school students alike, the application requires written commitment from the Department of Education / Principal that the facilities (or improvements) will be accessible by the public.*

Financial Assistance WILL NOT be given for:

- *Activities by a private person that is not a formal representative of a bone fide organisation.*
- *Activities of For-Profit organisations.*
- *Applicant organisations who have previously failed to acquit Council assisted projects in line with the agreed terms.*
- *Projects that have previously received funding from this grant program.*
- *Working Capital or straight donation purposes.*
- *Projects by local schools/education providers that are exclusive to student's core school curriculum with no availability to the general public.*
- *Retrospective request for a project already fully or partially completed*
- *Community Organisations who already receive Council funds to undertake a specific activity for which funding is being sought or community organisations wanting to do a specific activity that is already funded by Council.*
- *Facilities where little or no public access is available.*
- *Travel to sporting competitions or conferences for individual or community groups.*
- *Projects/ programs that are not based in or focused on southern midlands residents*

It should be noted that meeting the eligibility criteria is not a guarantee of funding.

The following conditions apply to all financial assistance allocated through the program

Project Management

Funds will only be spent on the project for which funds were applied and as approved by the Southern Midlands Council.

Successful applicants must finalise and acquit the project within the approved time frame and approved budget as per application form.

Any variation of this agreement, such as an extension of the project completion date, shall only be made in writing between the parties. Any request for extension of time must be received in writing prior to the relevant original acquittal completion date.

Successful applicants are required to maintain a copy of all receipts of project expenditure for the term of the grant program, including copies of any advertising, media, newsletters, etc. Council will require copies of expenditure invoices / receipts as part of its acquittal procedure.

If relevant, applicants must obtain and comply with all applicable Council Permit Regulations for example planning, &/or building permit – including road closures, outdoor advertising and any health and safety programs (please ensure that costs for these permits, if required, are included in your application). Please ensure that you have allowed sufficient timeline for these approvals to be obtained and the project to be completed in a timely manner.

The Council strongly encourages that all equipment acquired through the program be insured against theft and fire or covered under your organisations insurance policy.

Although possession of current public liability insurance is not a condition of eligibility, Council strongly encourages all applicants to investigate all their insurance requirements to ensure activities are adequately covered and protected.

Financial

Should a group not be able to fulfil the grant conditions as indicated on the application form or substantial savings have been made, any unspent funds shall be returned to the Southern Midlands Council. In special circumstances, surplus funds from savings made may be authorized for redirection to fund similar projects/ activities. Pre-approval in writing should be sought from Council prior to any additional funds being expended. Should the project exceed the amount estimated, groups will be required to meet the additional costs.

Promotion

The Council requests that successful applicants actively promote the support of the Southern Midlands Council. This may include (but not limited to) any of the following:

- *Inclusion of the Southern Midlands Council logo in press advertising or any promotional material.*
- *Acknowledgement of the Southern Midlands Council in radio or television advertising, award presentation, etc.*
- *Opportunities for the Mayor or delegate to participate in any public relations activities, launches, or proceedings associated with the project. Sufficient notice should be given in the form of an official letter of invite addressed to the General Manager.*
- *Must attend Council arranged event celebrating the provision of the grant funding, in particular providing a representative at Council's Australia Day ceremony.*
- *Prominently displaying any certificates or plaques associated with the Council's provision of any grant funding*

A version of Council's Logo is available and will be provided on request. The logo can only be used for a specific purpose to which it was requested and must be replicated in its existing form and not altered in any way.

If use of the Council logo is not practicable, the following wording should be incorporated in any material related to the funded project: “Proudly supported by the Southern Midlands Council”.

Evaluation / Acquittal Process

Once the project or equipment purchase has been completed, grant recipients must submit an evaluation and provide copies of any advertising, newsletters and media releases relating to the funded project. An evaluation form will be provided with the grant approval letter.

Evidence of expenditure of funds is required to accompany the evaluation. It is preferred that the evaluation / acquittal information be forwarded as soon as the project or purchase is complete i.e. not left until the final acquittal date

Unsatisfactory acquittal of the grant may lead to withdrawal of the grant approval and subsequent request for return of the allocated funding. Inability to apply for future grant funding may also apply in this circumstance. If you are having difficulties completing the acquittal obligations, please contact Council’s grant staff to discuss possible solutions.

Priority Criteria

Due to the limited amount of funds available, priority will be given to projects that:

- 1. Demonstrate considerable benefit to the Southern Midlands community;*
- 2. Raise the awareness of or access to a service, program, group or issue or maximize the participation or use of a facility;*
- 3. Demonstrate coordination with other groups in the community;*
- 4. Address local issues by attempting to meet a community need or gap;*
- 5. Show evidence of community support for the project;*
- 6. Enhance the lifestyle options for residents and visitors in the community;*
- 7. Demonstrate an ability to manage the project through resource allocation including financial resources, effective planning, clear goals and evaluation processes;*
- 8. Demonstrate the ability to be ongoing [if applicable]*
- 9. Is the project reliant on other funds, if so has other funding been approved (evidence of the other funding is required to accompany the application);*
- 10. includes the ability for broad Community access – Land Tenure [in the ownership of the applicant or in other ownership]*
- 11. Grant funds applied for as a % of the total amount to complete the project [Inc. in kind contribution] i.e. A financial contribution by the applicant/s would be favourably looked upon*
- 12. The Project shall be one that has not received any previous funding for the same purpose by Council or any other funding body (i.e. no ‘double dipping’)*

13. *Demonstrate that a Risk Assessment of the project is deemed within acceptable limits*
14. *Has the Applicant received funding over the last five years (if the organisation has received funding over the last five years through this program, then a weighting will be included to provide a higher ranking for Applicants that have not received funding over the last five years)*

Final funding decisions are made on the merit of each application against the stated eligibility criteria, guidelines and an assessment against the aforementioned criteria.

Assessment

The application process is as follows:

The application forms can be accessed from the Council Chambers, Oatlands and Kempton or via the Council Website: www.southernmidlands.tas.gov.au

Applicants are encouraged to contact Council's Manager Community & Corporate Development, Andrew Benson on 6254 5050 if you have any questions relating to completion of the forms or require information in regard to how your project meets the guidelines of the program.

The completed applications, once received within timeline parameters, will be assessed and prioritized by the assessment panel consisting of Council Officers and Councillors. The panel's decision is final and no further correspondence shall be entered into.

The assessment panel will then make their recommendations to the next scheduled Council Meeting for adoption.

*Once adopted by Council the applicants will be informed of their success or otherwise in gaining funding. Successful applicants will need to supply Council with a tax invoice [on their own letterhead preferably] for the approved grant amount to allow funding of grant monies to be processed. **This should be done as soon as the approved grant funding letter has been received.***

Tips for completing the Application Form

Please use the following as a guide to help you to complete the application form.

Section 1: General Information

- 1 – 5 *As directed by the form, please provide as many details as possible about your group / organisation / club.*

Section 2: Details of the Project

Tell us about your project, what you are planning and what you want to achieve.

6. *Select the category that your project best fits under.*
7. *Give your project a name which represents what your project/activity is about.*

- 8 *Indicate where the project/activity is to be held or carried out (e.g. Hall, park, or facility).*
- 9 *When answering this question think about the following:*
- *What does your group want to achieve? (E.g. raise awareness of a service program, group or local issue, improve access to and use of a community facility, maximize participation in your group or a particular activity, improve safety).*
 - *What steps are you planning to take to make sure your project/activity runs smoothly?*
 - *Who might you involve; (e.g.) young persons, older persons, people with different abilities, people from different cultural backgrounds).*
 - *Why is this project/activity important for your group/organisation and the wider community?*
- 10 *When answering this question think about the following?*
- *How things will be different for your group and/or the wider community?*
 - *What might it allow them to do that they can't at present?*
 - *How might it improve access to or participation in activities?*
 - *Who will benefit most from your project/activity?*
Keep in mind concepts such as community pride, attracting people to the region and spending money in the community, forming new community links, etc.
- 11 *Tell us how your group identified a need in the community (e.g. community consultation, public meeting, suggestion box).*
- *Why do you think the need exists?*
 - *Why is it a problem/issue for your group and/or the wider community?*
 - *Who have you spoken to about this need?*
 - *Why has your group chosen this way to tackle the problem and/or improve the situation?*
- 12 *To answer these questions think about:*
- *Can you draw on volunteers from within your group or organisation? If yes, what sort of work will they be asked to do or in what way can they help?*
 - *What equipment, machinery, etc. you have?*
 - *What sort of skills or abilities do the individuals involved in the project/activity have? (E.g. financial management, organisational, trade skills – e.g. plumber, builder etc.).*
 - *What type of outside assistance will you seek to complete the project or run the event?*
13. *For example:*
- *Increased participation/membership*
 - *A well-attended event or activity*
 - *Peoples comments and thoughts (how will you get these?)*
 - *Media coverage (e.g. newspaper, community newsletter)*
You may wish to identify the main aims of your project which you can go back and review to see whether you were successful.
14. *Please provide approximate start date, completion date, and a contact person for the project.*

Section 3: Budget

Please complete this section as accurately as possible and attach more pages if necessary.

15. *Clearly list the expenses for your project/activity and indicate which expenses you intend to use Council's contribution for.*
16. *Please provide details of the confirmed and anticipated sources of funding for your project. If available please provide with your application any documents confirming the availability of these funds (e.g. bank statements, loan details, letters, etc.).*

Good luck with your Application

[END OF EXTRACT FROM THE GUIDELINES]

CURRENT POSITION

This is the sixteenth round of the Grants Program that Council have offered, with the application form and guidelines being continually refined to provide clear and concise information and criteria for community groups and organisations who apply for the grants.

The Program time table is shown below:-

TIMETABLE

Advertisement in "Mercury"	Saturday 29 July 2023
Grant Applications open (with Application Forms available from the SMC website from this date)	Wednesday 2 August 2023
Grant Applications close	Monday 28 August 2023 (4.00pm)
Confirmation letter acknowledging receipt of applications	Thursday 31 August 2023
Facilities & Recreation Committee Agenda closes	Thursday 7 September 2023
Facilities & Recreation Committee meeting [For assessment of applications] 9.30am start time	Wednesday 13 September 2023
Full Council meeting Agenda closes	Thursday 16 September 2021
Full Council meeting – Oatlands [To consider recommendations from the Facilities & Recreation Committee]	Wednesday 27 September 2023
Successful / Unsuccessful letters to grant applicants	Week commencing Monday 2 October 2023
Grant Acquittal	30th June 2024

8 applications were received, identifying **\$32,748.00** worth of projects, requesting a total of \$22,611.00 of support from Council through the SMC Community Small Grants Program 2023.

Within the application we ask,

GRANT AMOUNT REQUESTED: \$ _____ *[GST Inc.]*

Council may not be able to fund the full amount requested .Please advise the minimum amount that would still allow the project to continue \$ _____.

A total “*Will Accept*” figure of \$18,855.00 has been determined from the applications for this grant round. The funds available for distribution by Council for the projects being \$36,000 as per the 2023/24 budget,

ASSESSMENT PROCESS

Unlike previous rounds of this grant program, the 2023 program had been under subscribed and the Committee took the view that there was not the requirement to work through a normal rational decision making process (copy attached of the *SMC Community Small Grants-Process & Analysis*) to look at the priority/ranking of the applications to enable equitable funding decisions to be made.

The Deputy General Manager confirmed to the Committee that all applications were consistent with the program guidelines and therefore they were eligible for funding consideration.

The assessment the applications in an open, transparent and equitable manner, was undertaken, whilst maintaining analysis against the established criteria in the following procedural manner;

CONSIDERATION OF THE FOLLOWING APPLICATIONS:

- A. BAGDAD CRICKET CLUB**
- B. BAGDAD LADIES FRIENDSHIP GROUP**
- C. OATLANDS COMMUNITY ASSOCIATION INC.**
- D. REGENERATION**
- E. TUNNACK COMMUNITY CLUB INC.**
- F. TUNNACK VOLUNTEER FIRE BRIGADE**

The applications, A to F above were considered and were found to be worthy projects that meet the guidelines and that the Committee recommends the grant amounts sought by the applicants be as detailed below be

- A. Bagdad Cricket Club - \$3,000.00*
- B. Bagdad Ladies Friendship Group - \$3,000.00*
- C. Oatlands Community Association Inc. - \$2,947.00*
- D. ReGeneration - \$2,543.00*
- E. Tunnack Community Club Inc. - \$3,00.00*
- F. Tunnack Volunteer Fire Brigade - \$2,671.00*

DECISION / COMMITTEE'S RECOMMENDATION TO COUNCIL

Moved by Deputy Mayor K Dudgeon, seconded Mayor E Batt

THAT the above listed applications be recommended for funding.

CARRIED

DECISION		
Councillor	Vote For	Vote Against
Clr D Fish (Chairperson)	√	
Mayor E Batt	√	
Deputy Mayor K Dudgeon	√	

CONSIDERATION OF THE FAMILIES TASMANIA GRANT APPLICATION 'G'

Mayor Edwin Batt declared an interest and left the meeting.

G. Families Tasmania

The application, G above was considered and was found to be a worthy project that meet the guidelines and that the Committee recommends the grant amount sought by the applicant be as detailed below be

G. Families Tasmania - \$2,450.00

DECISION / COMMITTEE'S RECOMMENDATION TO COUNCIL

Moved by Deputy Mayor K Dudgeon, seconded by Clr D Fish

THAT the above listed application be recommended for funding.

CARRIED

DECISION		
Councillor	Vote For	Vote Against
Clr D Fish (Chairperson)	√	
Deputy Mayor K Dudgeon	√	

Mayor Edwin Batt re-entered the meeting.

CONSIDERATION OF THE WOODSDALE HALL COMMITTEE GRANT APPLICATION 'H'

Deputy Mayor Karen Dudgeon declared an interest and left the meeting.

H. Woodsdale Hall Committee

The application, H above was considered and was found to be a worthy project that meet the guidelines and that the Committee recommends the grant amount sought by the applicant be as detailed below be

H. Woodsdale Hall Committee - \$3,000.00

DECISION / COMMITTEE'S RECOMMENDATION TO COUNCIL

Moved by Mayor E Batt, seconded by Clr D Fish

THAT the above listed application be recommended for funding.

CARRIED

DECISION		
Councillor	Vote For	Vote Against
Clr D Fish (Chairperson)	√	
Mayor E Batt	√	

Deputy Mayor Karen Dudgeon re-entered the meeting.

DECISION / COMMITTEE'S RECOMMENDATION TO COUNCIL

Moved by Mayor E Batt, seconded by Deputy Mayor K Dudgeon

THAT the financial allocations for the sixteenth round of the Southern Midlands Council Community Small Grants be subsequently submitted to the next Full Council meeting for ratification.

CARRIED

DECISION		
Councillor	Vote For	Vote Against
Clr D Fish (Chairperson)	√	
Mayor E Batt	√	
Deputy Mayor K Dudgeon	√	

Summary and the associated assessment on the next page provides the Committee's recommended funding level to Council for endorsement.

The Facilities & Recreation Committee received eight applications identifying **\$32,748.00** worth of projects to be undertaken in the Southern Midlands for the benefit of the Community, requesting a total of \$22,611.00, but acknowledging the acceptance of a lower figure (will accept) of \$18,855.00 of support from Council through the SMC Community Small Grants Program 2023. Council had allocated \$36,000.00 in its 2023/2024 budget for the Program. A rigorous and transparent assessment was undertaken as detailed above with the available funds being allocated in accordance with the Grants Summary on the preceding page.

From an historical perspective it is interesting to note that since the inception of the Southern Midlands Community Small Grants Program in 2007, **Council have paid out to Community Groups through this Program \$427,697.00, supporting \$1,326,534.00 worth of Community Projects.**

It must be acknowledged that this Program and this Council has made a significant contribution to this Southern Midlands Community through the Program, a contribution that current and past Councillors should be rightly proud of.

Additional Information - Oatlands Ex-Services and Community Club Correspondence

Council will find enclosed on the following pages a letter and associated correspondence from the Oatlands Ex-Services and Community Club Inc. It is noted that the Oatlands Bowls Club operates under the auspice of the Oatlands Ex-Services and Community Club Inc. It is acknowledged that the request is outside of the guidelines for consideration given that it was received on the 20th September 2023, noting that the lodgement of applications for the SMC Community Small Grants Program 2023 closed three weeks ago on the 28th August 2023.

The letter is both compelling and worthy of inclusion within this report, notwithstanding its noncompliance in respect of lateness, which has been addressed within the letter. It is considered that the situation outlined within the letter could come under the classification of extenuating circumstances. Which, could therefore warrant Councillors turning their minds '*without prejudice*' to the notion, in this case, that whilst an application was not received within the timeline detailed in the grant guidelines, all other aspects of the application are consistent with the guidelines and if the application would have been received in accordance with the guidelines, that the application would have certainly been approved in the 2023 Program.

It is noted that the budgeted allocation for the SMC Community Grants Program 2023 (this grant round) is underspent, therefore allowing the Committee latitude to consider this application without budgetary detriment.



OATLANDS EX-SERVICES AND COMMUNITY CLUB INC.

1 Albert Street, Oatlands Tas 7120
oatlandsrsl@gmail.com

20 September 2023

Mr Andrew Benson
Deputy General Manager
Southern Midlands Council
PO Box 21
OATLANDS TAS 7120

Dear Andrew

COMMUNITY SMALL GRANT – OATLANDS BOWLS CLUB

I write to you with regard to the Southern Midlands Community Grants Program 2023. I know that this Program has now closed and I find myself and our Club in rather a dilemma and was wondering if Council could assist in some small way?

The Club submitted a grant application to Active Tasmania (Department of Sport and Recreation) as we have seating around our bowling green at Oatlands that has significantly deteriorated over recent years and desperately needs replacing.

The Oatlands Ex-Service and Community Club have submitted and been successful with the Southern Midlands Community Small Grants Program over the years and that support has made a tremendous difference to the amenity and services provided by the Club. In trying to spread the load, given the Bowls Club is part of the Oatlands Ex-Service and Community Club, we applied and were confident with the grant that we submitted to Active Tasmania for the replacement seating, being ready for this forthcoming Bowls season.

Unfortunately we received the recent advice from Active Tasmania that our grant application had been unsuccessful, a mere \$2,800 for new aluminium seating. In hindsight we should have applied for the Council's small grant program as well as the Active Tasmania and then declined one if we had received offers from both grants programs.

It is with the upmost humility that I write to ask, knowing that the Council grants have closed, and not wanting to create a precedent, if Council could assist us in any way with the small purchase of new seating around the bowls green prior to this season, given the circumstance that I have outlined above.

I have attached the quotation for the seating that we included in the Active Tasmania grant. Of course if another organisation has to lose their grant, or part of, for you to accommodate us, that would not be acceptable and we will wait until next year to apply, necessitating us having to remove the seating for the forthcoming season for safety reasons.

Thank you for considering this request and I look forward to hearing of your deliberations.

Yours sincerely

A handwritten signature in black ink that reads 'Rachael Barwick'.

Rachael Barwick
TREASURER, OATLANDS EX-SERVICES AND COMMUNITY CLUB INC

Department of State Growth

CULTURE, ARTS AND SPORT

4 Salamanca Place
GPO Box 536, Hobart TAS 7001 Australia
Ph 1800 252 476
Email info@sportrec.tas.gov.au Web www.sportrec.tas.gov.au



Mrs Elisa Lang
Oatlands Ex Servicemens & Womens Club Inc
oatlandsrsl@gmail.com

Subject : Sport and Active Recreation Equipment Grants Program 2022-2023

Dear Mrs Lang

Thank you for lodging an application for funding for Oatlands Ex Servicemens & Womens Club Inc under the Sport and Active Recreation Equipment Grants Program 2022-2023.

The funding program was highly oversubscribed. Applications for the program have now been considered and unfortunately on this occasion Oatlands Ex Servicemens & Womens Club Inc has been unsuccessful.


If you are interested in receiving information about upcoming opportunities for Tasmanian Government grant programs you can subscribe to the Department of Premier and Cabinet's Grant Alerts by emailing grants@dpac.tas.gov.au. You can also find more information about Sport and Recreation funding and other useful resources at www.sportrec.tas.gov.au.

For further feedback on your application please contact Sport and Recreation by emailing info@sportrec.tas.gov.au or by phoning 1800 252 476.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Julia March".

Julia March
A/Manager
Sport and Recreation



Ullrich Aluminium Pty Ltd
 ABN 70001697445

HOBART
 PO Box 217
 Phone No. 03 6278 0000

Quote No. SQ0769735
Document Date 7. November 2022
Bill-to Customer No. 74CASH
Cust Order No
Territory
Payment Terms Cash Sales
Location 74
Salesperson RDALY
Notes


DELIVER TO:
 CASH SALES - MOONAH
 MOONAH
 MOONAH TAS 7009

INVOICE TO:
 CASH SALES - MOONAH
 MOONAH TAS 7009

Quote is valid for 10 Days and is subject to acceptance & final reconfirmation.

No.	Description	Quantity	Unit of Measure	Unit Price	Amount	GST Amount	Amount Inc GST
UA4473CLC2NL	UA4473 6061T6 2.0M SEATING SECTION 254x55MM AN 15um MATTE CLEAR ON GROUND SEATING LEGS PLAIN SEATING LEGS. CAST END CAP TO SUIT UA4473 MILL FINISH UC1945	12.00	LENGTH	90.00	1,080.00	108.00	1,188.00
SE1001		24.00	EACH	65.00	1,560.00	156.00	1,716.00
SEATENDCAP		24.00	EACH	10.00	240.00	24.00	264.00
Total AUD Excl. GST						2,880.00	288.00
Payment Discount on GST						0.00	0.00
Total AUD Incl. GST						3,168.00	

Banking Details: Bank: Westpac BSB: 032349 Account: 183862 Lodgement Reference: 74CASH
 Please note payment by Credit Card incurs a 0.85% surcharge
 Please refer to <http://www.ullrich.com.au> website for Terms & Conditions



Bill Code: 828772
 Ref: 3666614155

CONCLUSION

Whilst the recommendations from the Facilities & Recreation Committee in respect of the SMC Community Grants Program 2023 are clear and unambiguous, the consideration by the Facilities &

Recreation Committee in respect of the Oatlands Ex-Services and Community Club Inc. letter is not so.

Given the opportunity to discuss the Club’s letter has not been undertaken in a formal sense, the views of the Committee during the Council meeting should first be articulated and then be considered by Council, or handled in a manner that the Mayor determines appropriate, prior to a formal decision being recorded under this agenda item.

Human Resources & Financial Implications – Nil. Funds included in the 2023/2024 budget.

Community Consultation & Public Relations Implications - Include an award session for the next Australia Day event.

Policy Implications - Nil.

Priority - Implementation Time Frame - From the date of the September Council meeting.

RECOMMENDATION

1. THAT the financial allocations for the Southern Midlands Council Community Small Grants Program 2023 to the following organisations be approved

A. BAGDAD CRICKET CLUB	\$3,000.00
B. BAGDAD LADIES FRIENDSHIP GROUP	\$3,000.00
C. OATLANDS COMMUNITY ASSOCIATION INC.	\$2,947.00
D. REGENERATION	\$2,543.00
E. TUNNACK COMMUNITY CLUB INC.	\$3,000.00
F. TUNNACK VOLUNTEER FIRE BRIGADE	\$2,671.00

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

2. THAT the financial allocations for the Southern Midlands Council Community Small Grants Program 2023 to the following organisation be approved

G. Families Tasmania - \$2,450.00

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

3. **THAT the financial allocations for the Southern Midlands Council Community Small Grants Program 2023 to the following organisation be approved**

H. Woodsdale Hall Committee - \$3,000.00

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

4. **THAT Council discuss the merits of allocating a grant amount (\$2,880) to the Oatlands Bowls Club, through their auspicing body, the Oatlands Ex-Services and Community Club Inc. via a financial allocation from the Southern Midlands Council Community Small Grants Program 2023.**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

16.2 Recreation

Strategic Plan Reference 4.2

Provide a range of recreational activities and services that meet the reasonable needs of the community.

16.2.1 Oatlands Aquatic Centre – Coordinators Report

Author: OATLANDS AQUATIC CENTRE COORDINATOR (ADAM BRIGGS)

Date: 15 SEPTEMBER 2023

Enclosure(s):

Nil

ISSUE

Oatlands Aquatic Centre – Coordinator's Report for the month August/September 2023.

BACKGROUND

The Oatlands Aquatic Centre opened to the public on Monday 14th November 2022.

DETAIL

The purpose of the report is twofold:

1. To report on the financial performance of the Centre compared to budget for the relevant month ending; and
2. To provide details regarding usage of the facility.

Financial Reporting:

Operating Budget:

Income			Annual Budget 2023/24	August 2023	YTD Total	% of Budget
Pool – Admission Fees	Casual Fees		\$37,360	\$3,243	\$3,957	19.3%
	Memberships & Season Passes		\$157,426	\$4,102	\$3,867	5.1%
	Group Bookings & Learn to Swim		\$81,714	\$6,275	\$3,211	11.6%
	Sale of Goods		\$9,500	\$727	\$686	14.9%
Local Gov't Loan Subsidy (Year 3 of 3)			\$45,107	\$0	\$0	0%
Sub-Total			\$331,107	\$14,348	\$26,068	7.9%

Expenditure			Annual Budget 2023/24	August 2023	YTD Total	% of Budget
Salaries (incl. On-Costs)			\$504,561	\$56,974	\$96,041	19.0%
Operating Costs - Other			\$245,072	\$14,047	\$31,039	12.7%
Loan Interest			\$45,107	\$0	\$0	0%
Total Expenditure			\$794,700	\$71,021	\$127,081	16.0%

Note – Includes 'Splash in Good Fun' Grant related expenses

Budgeted Deficit			(\$463,633)	(\$56,673)	(\$101,012)	21.8%
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Group Bookings & Programs – August/September:

Event / Booking	School / Group	Participation Numbers
Centre Hire / Student Visits	Oatlands District School	6 group or individual bookings
Public Visits	Reclink Community Program	46 participants
Launching Into Learning	Campania School / Daycare	20 participants across 2 bookings
Physio Rehab Sessions	Annabel Butler – Physiotherapist	11 individual bookings
NDIS Gym Sessions	NDIS Client	2 individual bookings
Oatlands School Learn to Swim Program	Education Department	45 participants
Bothwell School Learn to Swim Program	Education Department	22 participants
Kempton School Learn to Swim Program	Education Department	15 participants
Swimming Carnival	Oatlands District School	Kinder – Grade 2 Students
Swimming Carnival	Bagdad Primary School	Grade 3 – Grade 6 Students
Swimming Carnival	Oatlands District School	Grade 3 – Grade 10 Students
Public Visits	Brighton Youth Action Centre	8 participants

USAGE FOR THE PERIOD 14/08/2023 – 14/09/2023

PAID UPFRONT

Type	Units
Gym & Fitness	
Gym & Fitness Class Passes/10 Sessions	4
Gym & Fitness Class Passes/5 Sessions	0
Gym & Fitness Class Session (17 years) PAYG	10
Gym & Fitness Class Session (Concession) PAYG	17
PAYG Class Pass (16 years)	1
Gym	
PAYG Gym (17 years)	13
PAYG Gym (Concession)	5
Personal Training	
Personal Training – 30 Mins	5
Personal Training – 1 Hr	0
Learn to Swim	
4 Day School Holiday Learn to Swim	0
5 Day School Holiday Learn to Swim	0
6 Week Learn to Swim	0
11 Week Learn to Swim	0
10 Week Learn to Swim	44
Adult Learn to Swim	2
Pool	
Pool Passes 10 Sessions (Child)	5
Pool Pass 10 Session (17 years)	3
Upfront 6 Months Pool Membership (17 +)	1
Upfront 6 Months Pool Membership (concession)	0
Upfront 6 Months Pool Membership (Family)	0
PAYG – Pool (4 years and under)	32

PAYG - Pool (5-16)	126
PAYG - Pool (17)	192
PAYG - Pool (Concession)	91
PAYG - (Family)	6
Pool/Gym Combo PAYG	6
Upfront 6 Months Pool Membership - Renewal	0

DIRECT DEBITS – Current Numbers

Type	Units
DD Pool/Gym	11
DD Class/Pool	29
DD Pool/Gym/Class	1
DD Gym	4
DD Class/Gym	7
DD 6 Months Pool – 17 years +	6
DD 6 Months Pool – Child/Concession	2
DD 6 Months Pool – Family	2

Grant Applications

See below an update on the current Grant Application:

- Tasmanian Government - Premier's Fund for Children & Young People:** We applied for \$50,000.00 to put towards programs at Oatlands Aquatic Centre, which we have been successful in receiving. This founding has already been used to purchase large Learn to Swim Equipment with the remainder of the money to be used in 2023 on Learn to Swim lessons and training courses.
- Womensport & Recreation Tasmania's Get Active Small Grant Program:** We applied for a small \$800.00 grant to put towards an 8 week program at Oatlands Aquatic Centre for a small community program, which we have been successful in receiving. This program has begun with currently 8 participants taking part in the sessions. The program will conclude on Thursday 28th September, 2023.
- Commonwealth Bank Small Community Grant Program:** We applied for a small \$500.00 grant to put towards acquiring further Learn to Swim equipment to help continue the growth in and around our current programs. We were successful in receiving this Grant and the funding will go towards teaching equipment such as flippers.

Human Resources & Financial Implications – Refer above detail.

Community Consultation & Public Relations Implications – Not applicable.

Policy Implications – N/A

Priority - Implementation Time Frame – Not applicable.

RECOMMENDATION

THAT the information be received and noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

16.3 Access

Strategic Plan Reference 4.3

Continue to explore transport options for the Southern Midlands community / Continue to meet the requirements of the Disability Discrimination Act.

Nil.

16.4 Volunteers

Strategic Plan Reference 4.4

Encourage community members to volunteer.

Nil.

16.5 Families

Strategic Plan Reference 4.5

Ensure that appropriate childcare services as well as other family related services are facilitated within the community / Increase the retention of young people in the municipality / Improve the ability of seniors to stay in their communities.

Nil.

16.6 Education

Strategic Plan Reference 4.6

Increase the educational and employment opportunities available within the Southern Midlands

Nil.

16.7 Capacity & Sustainability

Strategic Plan Reference 4.7

Build, maintain and strengthen the capacity of the community to help itself whilst embracing social inclusion to achieve sustainability.

Nil.

16.8 Safety

Strategic Plan Reference 4.8

Increase the level of safety of the community and those visiting or passing through the municipality.

Nil.

16.9 Consultation & Communication

Strategic Plan Reference 4.8

Improve the effectiveness of consultation & communication with the community.

Nil.

17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

17.1 Improvement

Strategic Plan Reference 5.1

Improve the level of responsiveness to Community & Developer needs / Improve communication within Council / Improve the accuracy, comprehensiveness and user friendliness of the Council asset management system / Increase the effectiveness, efficiency and use-ability of Council ICT systems / maintain the Business Process Improvement & Continuous Improvement framework

17.1.1 Review of Existing Policies – ‘Remote & Isolated Worker Policy’ and ‘Work Health & Safety Policy’

Author: MANAGER, COMMUNITY & CORPORATE DEVELOPMENT (WENDY YOUNG)

Date: 19 SEPTEMBER 2023

Attachment(s):

1. Remote and Isolated Worker Policy
2. Work Health & Safety Policy – 2023 DRAFT

ISSUE

Council are required to review and update its various policies from time to time. The following two nominated policies have been reviewed, amendments made, and now require adoption by Council. Both these policies were considered in March, but were not put back up for adoption on April.

BACKGROUND

The Work Health & Safety Policy has been reviewed and amended to include the following Legislation: Work Health and Safety Regulations 2022 and the following Council Related documents: Code of Conduct (Elected Members), Bullying, Harassment & Violence Policy, Computer Use & Electronic Communications Policy and Remote and Isolated Workers Policy.

The Policy has also been amended to include workers mental and social wellbeing.

The Remote & Isolated Worker Policy has been reviewed and no recommendations for change are included in the document. No legislative requirements have changed regarding this Policy since the last review and the existing Policy appears to have covered the relevant matters adequately.

RECOMMENDATION

THAT Council adopt the Work Health & Safety Policy and Remote and Isolated Worker Policy.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
daClr D F Fish		
Clr R McDougall		
Clr F Miller		

17.1.2 Review of Existing Policy - Fire Abatement Policy

Author: MANAGER DEVELOPMENT & ENVIRONMENTAL SERVICES (GRANT FINN)

Date: 20 SEPTEMBER 2023

Enclosure(s):

Draft Council Policy – Fire Abatement (September 2023)
Abatement Notices to Fire Risk Properties Policy 2011.

INTRODUCTION

Council's current Fire Abatement Policy was adopted in December 2011. The purpose of the Policy was to focus resources in areas where the abatement of fire risks will achieve an improved safety outcome.

It is nearly 12 years since the policy was first adopted by Council and staff consider it appropriate that the Policy is reviewed.

The draft Policy was presented briefly to a Council workshop in August 2023 where the mayor rightly enquired if consultation had been undertaken with relevant fire agencies. It was suggested that the draft be presented to the Emergency Management Committee at its meeting of Tuesday 5th September 2023.

Prior to this meeting contact was made with TFS Fire Management Planning Officer – Mark Chladil as to which Council in their opinion had the most effective fire abatement policy. Tasman and Sorell Councils were highlighted as best practice examples.

The Policy has now been reviewed in accordance with the review schedule and it is recommended that an amended Policy is adopted.

DETAIL

The existing Policy whilst prescriptive did not apply to rural land whereas the amended Policy is considerably more flexible in that it applies to all land within the Municipality with the exception of Crown Land and land under the management Sustainable Timber TAS.

The policy is also reliant on the abatement of nuisance provisions under s200 of the Local Government Act 1993 identical to the 2011 iteration. In fact the 2011 Policy replicated sections 199-204 of the Act.

Human Resources & Financial Implications

Considered to be an efficient use of resources and Council has 1.2 FTE that operate within this regulatory role.

If Council is required to address a matter through the nuisance abatement provisions (ss.200-204) it becomes a charge on the subject property and can be recovered accordingly.

Section 202 of the Act does however provide the owner or occupier of the land on or from which the nuisance arises an appeal within 30 days after service of a notice. The grounds of appeal include:

- (a) that the action was unreasonable or unnecessary in the circumstances;
- (b) that the danger to any person or property was not so immediate as to justify the action.

Community Consultation & Public Relation Implications

To be considered, noting that appropriate action will be taken if special circumstances exist.

As previously advised the Policy was presented at the Emergency Management Committee and consultation has been undertaken with the TFS (Mark Chladil and Jason Vinen)

RECOMMENDATION
THAT Council adopt Fire Abatement Policy

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
daClr D F Fish		
Clr R McDougall		
Clr F Miller		

ENCLOSURES
Agenda Item 17.1.2



Council Policy
FIRE ABATEMENT

Approved by: Council
 Approved date: September 2023
 Review date: September 2027

Introduction	<p>1.1 All Councils in Tasmania have a role to identify and address a number of nuisances which may affect the public.</p> <p>1.2 Property owners may determine for themselves how to manage their properties up to the point where it becomes a clear risk to their neighbours.</p> <p>1.3 Council’s Inspectors however are trained to recognise fire risks, and are able to determine the most practical way to manage the risk.</p>
Policy Statement	<p>2.1 The <i>Local Government Act 1993</i> (the Act) indicates that one of Council’s functions is to provide for the health, safety and welfare of the community. Council is also required by the Act to take action to abate nuisances, which includes anything that is or is likely to be a fire risk.</p> <p>2.2 Council recognises that wildfire is a natural hazard in our environment, and that it is the responsibility of all landowners to help minimise that on-going risk to their own and other property. Council has two roles to play in meeting this objective:</p> <ol style="list-style-type: none"> 1. that of a significant property owner within Southern Midlands; and 2. that of an organisation with the capacity to ensure that members of the community meet their statutory obligations regarding fire risk.
Definitions	<p>3.1 Fire Risk: anything that an Authorised Council Officer is satisfied may pose, or is likely to pose, a risk of causing or exacerbating the effects of a fire. This may include (but is not limited to) overgrown grass, vegetation, weeds or scrub, the presence of rubbish or flammable material on a property or the proximity of a property to bushland.</p> <p>3.2 Matters considered in assessing fire risk may include:</p> <ol style="list-style-type: none"> a) the extent and type of vegetation, and whether or not it has been maintained; b) the extent and type of other materials stored on the property, which may serve as fuel for a fire; c) the location of the property and the characteristics of surrounding properties; d) past weather conditions or future weather predictions; e) accessibility of the property by fire-fighting vehicles which may be used to extinguish or manage a fire; and f) access to a property (for example a property may be in an area which is accessed by only one road and may be cut off as an exit in the event of a fire). <p>3.3 Abatement Notice. Means an Abatement Notice issued under section 200 of the <i>Local Government Act 1993</i>.</p>
Objective	<p>4.1 This policy is to outline the methodology and assessment criteria for determining fire risk within the meaning of the <i>Local Government Act 1993</i>. It will also provide Council staff and landowners as to the measures that should be adopted to minimise the risk of the escape of a fire to an adjacent property.</p>
Intent	<p>5.1 To remove fire risk in areas by requiring landowners to:</p> <ul style="list-style-type: none"> • Reduce fuel loads; and

	<ul style="list-style-type: none"> • Create adequate buffer distances between fuel loads and buildings and other assets to allow time for the fire to be extinguished and the asset to be protected. <p>5.2 The policy is <u>not</u> intended to be used for:</p> <ul style="list-style-type: none"> • Prevention or management of bush fires • Dedicating fire protection zones around buildings; and • Protection of non-habitable structures such as sheds or fences
Scope	<p>6.1 This policy applies to private property within the Southern Midlands municipality on which something has been identified which is, or likely to be a fire risk.</p> <p>6.2 Matters relating to Crown Land or land managed by Sustainable Timbers Tasmania will be directed in the first instance to the relevant Agency for investigation.</p>
Policy	<p>7.1 Council has varied land ownership throughout the Southern Midlands municipal area including local parks and playgrounds, roads and roadside reservations and reserves. It is committed to actively inspect and maintain those properties so as to minimise fire risk. This will include the periodic slashing of roadside verges, the mowing of parks, ovals, grounds, the establishment and maintenance of fire breaks and the development of Fire Management Plans for significant reserves e.g. Chauncy Vale.</p> <p>7.2 Council will also inspect private land to identify fire risks with priority given to high risk residential areas. Where necessary, abatement notices will be issued.</p> <p>7.3 Complaints from members of the public about fire risk will be recorded in Council's customer request management system and investigated by Council's Compliance Officer.</p>
Method	<p>8.1 Council's Compliance Officer will commence fire risk inspections usually in late spring to early summer depending on the weather patterns and fuel load.</p> <p>8.2 Councils are provided with the power to issue an Abatement Notice when an inspection shows there is, or is likely to be, a nuisance on private property that presents an immediate risk to life or property on adjoining land within their council area (e.g. a fire risk). The <i>Local Government Act 1993</i>, also assigns councils with the responsibility to take action to abate a nuisance at the owner's expense, if the owner does not do so inside a specified time.</p> <p>8.3 Properties will be given 14-21 days to comply with an Abatement Notice depending on the threat and the time of the fire season the fire risk is identified.</p> <p>8.4 Properties < 2000m³ in area will usually be required to clear the whole of the property by cutting long grass or vegetation to a height of 100mm (0.1m). This will ensure the protection of outbuildings.</p> <p>8.5 Properties > 2000m³ in area will typically require a minimum 5 metre wide fire break around the property boundaries and buildings – dwellings, custodial dwellings sheds, barns etc. (depending on the slope of the land and fuel load). Vegetation removal does not include the removal of trees and care should be taken to preserve them.</p> <p>8.6 All properties where abatement notices have been issued will be re-inspected within 14 days to determine if the notice has been complied with and if not, Council's fire abatement contractor will undertake the vegetation removal.</p> <p>8.7 The owner of the property will be sent an invoice for the fire risk removal in accordance with fire abatement contractor's invoice in addition to Council's administration fee (25%).</p>
Communication	<p>9.1 Members of the public, TFS, authorised officers, Councillors and staff</p>

Legislation	Local Government Act 1993 10.1 Council is required by section 20(1) of the <i>Local Government Act 1993</i> : <i>(a) to provide for the health, safety and welfare of the community;</i> 10.2 Sections 199 – 204A of the <i>Local Government Act 1993</i> relate to statutory nuisances and empower Council to abate such nuisances. Section 199 defines a nuisance as to include anything that: <i>(d) is, or is likely to be, a fire risk;</i>
Document Administration	This policy is a managed document and is to be reviewed every four years or as directed by the General Manager. This document is Version 1, effective September 2023, and is maintained by the Development & Environmental Services Unit for the Southern Midlands Council.

12.13.2 Nuisances (Fire Abatement Notices) – Proposed Issuing Guidelines and Procedures

File Ref:

AUTHOR EXECUTIVE ASSISTANT – (K BRAZENDALE)
DATE 9TH DECEMBER 2011

ATTACHMENT: Abatement Notices to Fire Risk Properties Policy 2011

ISSUE

Submitted for final ratification.

BACKGROUND

Council at its meeting held 12th December 2011 endorsed the Policy entitled ‘Abatement Notices to Fire Risk Properties Policy 2011’.

Such a policy is required in order to focus resources in areas where the abatement of fire risks will achieve an improved safety outcome; and provide a level of practicality in terms of issuing Abatement Notices for fire related risk in outer lying areas.

The following is an extract from the *Local Government Act 1993*:

“Division 6 - Nuisances

199. Interpretation of Division 6

In this Division –

"land", in relation to a public health matter, includes premises;

"nuisance" includes anything that –

- (a) causes, or is likely to cause, danger or harm to the health, safety or welfare of the public; or*
- (b) causes, or is likely to cause, a risk to public health; or*
- (c) gives rise to unreasonable or excessive levels of noise or pollution; or*
- (d) is, or is likely to be, a fire risk; or*
- (e) constitutes an unsightly article or rubbish.*

200. Abatement notices

(1) If a council is satisfied that a nuisance exists, the general manager must serve a notice on–

- (a) any person whose act or default contributes to or causes the nuisance whether or not that act or default occurs wholly or only partly in its municipal area; or*
- (b) if the person cannot be ascertained or found, on the owner or occupier of the land on, or from which, the nuisance arises.*

(1A) If the owner or occupier of land on or from which a nuisance arises cannot be ascertained or found, the general manager is to display a copy of a notice referred to in subsection (1) in a prominent position on that land.

- (2) A notice under subsection (1) is to state –
- (a) the nature of the nuisance; and
 - (b) any reasonably necessary action to be taken to abate the nuisance; and
 - (c) the period within which such action is to be taken; and
 - (d) the person or persons responsible for ensuring that such action is taken; and
 - (e) that the council may take action under section 201.
 - (f)
- (3) A person served with, or specified in, an abatement notice must comply with the notice, unless the person lodges an appeal under subsection (5).
- Penalty:
Fine not exceeding 20 penalty units.
- (4) For the purpose of ascertaining whether a nuisance exists, the general manager may–
- (a) enter and remain on land; and
 - (b) do any thing reasonably necessary for that purpose.
- (5) A person served with, or specified in, an abatement notice may appeal to a magistrate within 14 days after service of the notice on any one or more of the following grounds:
- (a) that a nuisance does not exist;
 - (b) that an action required by the abatement notice is unreasonable;
 - (c) that the period stated in the abatement notice is unreasonable.
- (6) A magistrate may –
- (a) order that the person is to comply with the abatement notice; or
 - (b) modify the abatement notice and order that the person and the council are to comply with the modified notice; or
 - (c) order that the council withdraw the abatement notice.
- 201. General manager may take necessary action**
- (1) The general manager may take the necessary action to abate a nuisance if–
- (a) there is an immediate danger to any person or property; or
 - (b) the person causing the nuisance cannot be ascertained or found; or
 - (c) an abatement notice has not been complied with.
- (2) If the general manager takes action under subsection (1), the general manager is to notify the owner and occupier of the land on, or from which, the nuisance arises accordingly.
- (3) For the purpose of abating a nuisance under subsection (1), the general manager may authorise a person to–
- (a) enter and remain on any land; and
 - (b) close off or fence any place; and
 - (c) do anything reasonably necessary for that purpose.
- (4) The council may charge the owner or occupier of land for the cost of any action taken under subsection (1).
- (5) A charge under subsection (4) is a charge on the land and is recoverable in the same manner as rates and charges.

202. Appeal against general manager's action

(1) If general manager takes action pursuant to section 201(1)(a) or (b), the owner or occupier of the land on or from which the nuisance arises may appeal within 30 days after service of a notice under section 200 to a magistrate on any one or more of the following grounds:

- (a) that the action was unreasonable or unnecessary in the circumstances;*
- (b) that the danger to any person or property was not so immediate as to justify the action.*

(2) A magistrate may –

- (a) uphold the appeal; or*
- (b) dismiss the appeal.*

(3) If a magistrate upholds an appeal, the magistrate may –

- (a) award damages to the person who appealed for any loss suffered; and*
- (b) make an order in respect of any charges under section 201; and*
- (c) make an order requiring the council to undertake specified works.*

203. Nuisance orders

A court, in addition to, or instead of, imposing a fine under section 200(3), may make an order –

- (a) requiring the defendant –*
 - (i) to comply with the abatement notice within a period specified in the order or any other period the court determines; and*
 - (ii) to take such further action as may be necessary to prevent the likelihood of the nuisance recurring; or*
- (b) requiring the council to take the necessary action to abate the nuisance.*

204. Costs

(1) In proceedings under this Division, a court may give any orders in relation to costs it thinks reasonable, including an order –

- (a) for the person on whom an abatement notice is served to pay the council any costs incurred by it –*
 - (i) in the proceedings before it; and*
 - (ii) in taking any action to abate a nuisance under section 200 or 201; or*
- (b) for a council to pay any costs incurred by the owner or occupier of land in respect of which the council took action under section 200 or 201.*

(2) If any costs awarded to a council are not paid within 3 years, the council may sell the land in respect of which an abatement notice is served in accordance with Division 11 of Part 9 as if the unpaid costs were unpaid rates.

DETAIL

As mentioned above, such a policy is required in order to focus resources in areas where the abatement of fire risks will achieve an improved safety outcome; and provide a level of practicality in terms of issuing Abatement Notices for fire related risk in outer lying areas.

Basically, the approach taken at the moment is to require property owners to undertake the following:

1. Residential allotments - Clearing and removal of all grasses, scrub and undergrowth so that it is no longer than 150mm high.

2. Rural Residential (Blocks 2,000 m2 or less) -

Cut and remove Weeds, Grass, Braken, Blackberries (leaving Shrubs, Trees and Garden Plants) to:

- (a) a minimum distance of 2 metres along all boundaries, with the exception of the southern boundary adjoining _____, which shall be 3 metres; and
- (b) a minimum distance of 1 metre around the house.

3. Rural Residential (Blocks 2,000 m2 plus) -

Cut and remove Weeds, Grass, Braken, Blackberries (leaving Shrubs, Trees and Garden Plants) to:

- (a) a fire break of three (3) metres wide is required around the property boundaries.

Note: The notice may also require the driveway to the House to be cleared to a minimum width of 3 metres and overhanging materials are to be cleared to at least 3 metres above ground.

One of the difficulties being experienced is where a complaint is received from a property owner in a 'rural area' where there are large adjoining landholdings. In most circumstances, to create a 3 metre fire break would require substantial effort and possibly provide little or no added protection in the event of bushfire.

In light of the above, unless special circumstances exist, it is considered that assessment and any issue of fire related abatement notices be limited to:

- a) all residential, rural residential and village areas; and
- b) property abutting such areas.

Human Resources & Financial Implications – efficient use of resources. If Council is required to address a matter through the nuisance abatement process, it becomes a charge on the property and can be recovered accordingly.

Community Consultation & Public Relations Implications – to be considered, noting that appropriate action will be taken if special circumstances exist.

Southern Midlands Council Web Site – N/A.

Policy Implications – Policy position.

RECOMMENDATION

THAT the Policy, as adopted at the previous meeting, be formally ratified.

C/12/01/063/10809 DECISION

Moved by Cllr J Jones OAM, seconded by Deputy Mayor M Jones OAM

THAT the Policy, as adopted at the previous meeting, be formally ratified.

CARRIED.

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr C J Beven	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr J L Jones OAM	

ABATEMENT NOTICES TO FIRE RISK PROPERTIES POLICY 2011

A policy setting out the general approach and procedure in dealing with fire risks on private land in the Southern Midlands.

- 1.1. Council will ensure that all fire risks on land under its control in residential areas, or areas abutting residential areas are abated.
- 1.2. That Council instigate a routine assessment for the presence of fire risks on all residential, rural residential and village areas and property abutting such areas within the district during October of each year.
- 1.3. That on receipt of a complaint relating to the presence of a fire risk, council undertake an inspection as required.
- 1.4. That all vacant residential properties (house blocks), in the closed residential zones and abutting areas, be required to clear the property of flammable material (with the exception of properties located in sensitive/fragile areas – i.e. subject to sand blow etc).
- 1.5. That vacant rural residential areas and abutting areas be provided with a fire break of sufficient width in accordance with the requirements of the Tasmania Fire Service – planning conditions and guidelines for subdivisions in bushfire prone areas and at the discretion of the Manager - Environmental Services.
- 1.6. That council publish a fire risk removal notice in the local press, prior to the second week in November of each year and at other times when appropriate.
- 1.7. That owners or occupiers of land where risks are confirmed be served with a fire risk abatement notice requiring the removal of the risk within the period specified in that notice.
- 1.8. Council to instigate removal of the fire risk through the use of contractors, should no action be taken by the property owner within the designated time frame. All costs associated with the removal of the fire hazard to be at the property owners expense.
- 1.9. Where upon inspection, a fire risk is confirmed and is considered to be an immediate and serious danger to the public, council to instigate works immediately and the property owner advised in writing of council's actions.

- 1.10. Council will maintain a close working relationship with the Tasmanian Fire Service for the purpose of assessing and abating fire risk, where council is contested in its determination.
- 1.11. Intervention levels as provided by the Tasmanian Fire Services to be utilised by council in the assessment of fire risks and subsequent issue of fire risk abatement notices.
- 1.12. To provide appropriate training for those persons involved undertaking fire risk management assessments.

17.1.3 Review of Existing Policy – Goods and Services Purchasing Policy

Author: MANAGER INFRASTRUCTURE & WORKS (DAVID RICHARDSON)

Date: 21 SEPTEMBER 2023

Enclosure(s):

Goods and Services Purchasing Policy (as amended)

ISSUE

Council to consider and approve updated 'Goods and Services Purchasing Policy'.

BACKGROUND

The aims of this Policy are to:

- a) provide incumbents of positions authorisation to sign official Council purchase orders to requisition goods and services, pursuant to the relevant approved budget; and
- b) enable officers to properly and effectively discharge the responsibilities of their respective positions (subject to all conditions).

The existing Policy was approved in March 2022 and warrants review.

DETAIL

The amendment is to primarily recognise and include the position of 'Building Services Coordinator' which is a position that resulted from the transfer of employees from the Council owned company 'Heritage Building Solutions Pty Ltd' (HBS).

Note: HBS will be officially 'wound-up' effective from 30th September 2023.

The Policy amendment provides authority for the Building Services Coordinator to make purchases directly associated with building projects (and associated maintenance works). Any purchase greater than \$10,000 are to be counter signed by either of the nominated officers.

Human Resources & Financial Implications – as per Policy.

Community Consultation & Public Relations Implications – N/A.

Priority - Implementation Time Frame – Immediate.

RECOMMENDATION

THAT the ‘Goods and Services Purchasing Policy’ (as amended) be approved.

DECISION

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
daClr D F Fish		
Clr R McDougall		
Clr F Miller		



Council Policy
GOODS AND SERVICES PURCHASING POLICY

Approved by: Council
Approved date: 23rd March 2022
Review date: September 2023

1. PURPOSE

This aims of this Policy are to:

- (a) provide incumbents of positions authorisation to sign official Council purchase orders to requisition goods and services, pursuant to the relevant approved budget; **and**
- (b) **enable officers** to properly and effectively discharge the responsibilities of **their respective** positions (subject to all conditions listed in Item 5).

2. COVERAGE

- (a) This Policy covers and applies to employees listed in the below positions:
 - General Manager
 - Deputy General Manager
 - Manager - Community & Corporate Development
 - Manager - Corporate Services
 - Manager - Development and Environment Services
 - Manager - Heritage Projects
 - Manager – Infrastructure & Works
 - Manager - Natural Resource Management Unit
 - Senior Works Coordinator – North (Oatlands)
 - Works Coordinator – South (Kempton)
 - Senior Admin Officer – Oatlands
 - Senior Admin Officer – Kempton
 - Pool Coordinator (purchases limited to items directly associated with the maintenance and operations of the Oatlands Aquatic Centre)
 - Project Officer - Chauncy Vale (*purchases limited to items directly associated with the Chauncy Vale maintenance and projects*)
 - **Building Services Coordinator**
- (b) For employees acting in any of the above positions (e.g. during periods of annual leave etc.) they are deemed to be approved by the General Manager to sign purchase orders.

3. REQUIREMENTS

- (a) Workers must comply with this Policy.
- (b) Managers/Supervisors must reasonably communicate and implement this Policy within their area of responsibility.
- (c) Any capital equipment purchases (e.g. electrical, computer, minor tools & equipment, office furniture & equipment over the amount of \$1000.00 must be ordered through Corporate Services for inclusion on the Asset Register.



Council Policy
GOODS AND SERVICES PURCHASING POLICY

Approved by: Council
Approved date: 23rd March 2022
Review date: September 2023

4. ROLE RESPONSIBILITIES

4.1 What are the Manager/Supervisor's Responsibilities?

Managers/Supervisors are responsible for:

- (a) ensuring appropriate management of purchasing of goods and services;
- (b) ensuring orders are costed appropriately and provided to the Finance Officer in a timely manner for payment.

5. CONDITIONS

5.1 Quotes

For goods and services ranging between:-

- a) **\$5,000 to \$30,000**
three (3) verbal quotations to be obtained and the lowest one accepted. Any variation from this rule requires approval from the General Manager.
- b) **\$30,000 to \$250,000**
three (3) written quotations to be obtained and the lowest one accepted. Any variation from this rule requires approval from the General Manager.
- c) **\$250,000**
Tenders are required for goods and services greater than \$250,000, in accordance with the Code of Tenders and Contracts.

All goods and services should be purchased from suppliers which are competitive in price, reliable in service and delivery, comply with relevant taxation and government legislation.

Note: Where Council seeks tenders for the supply of goods and services, where possible and practical, at least 50% of the tenderers should be from within the municipal area.

5.2 Orders requiring counter-signing

Orders greater than \$5,000 issued by the following Officers are required to be countersigned by the General Manager, Deputy General Manager, Manager - Community & Corporate Development, Manager - Corporate Services, Manager - Development and Environmental Services, Manager – Infrastructure & Works, , Manager - Heritage Projects or Manager - Natural Resource Management.



Council Policy
GOODS AND SERVICES PURCHASING POLICY

Approved by: Council
Approved date: 23rd March 2022
Review date: September 2023

- Senior Admin Officer – Oatlands
- Senior Admin Officer – Kempton
- Pool Coordinator (purchases limited to items directly associated with the maintenance and operations of the Oatlands Aquatic Centre)
- Project Officer - Chauncy Vale (*purchases limited to items directly associated with the Chauncy Vale maintenance and projects*)

5.3 Orders exceeding \$10,000

Orders greater than \$10,000 issued by the following Officers are required to be countersigned by the General Manager, Deputy General Manager, Manager – Infrastructure & Works, Manager - Corporate Services:

- Senior Works Coordinator – North (Oatlands)
- Works Coordinator – South (Kempton)
- *Building Services Coordinator (purchases limited to items directly associated with Building related projects (and associated maintenance works).*

5.4 Order Books

Order books will only be issued to persons appointed to the following positions, recognising that one Order book will be kept at both the Oatlands and Kempton offices.

- Deputy General Manager (Kempton Office)
- Manager Corporate Services (Oatlands Office)
- Manager – Infrastructure & Works
- Manager – Heritage Projects
- Manager – Natural Resource Management
- Senior Works Coordinator – North (Oatlands)
- Works Coordinator – South (Kempton)

Note: It is pointed out that order books are accountable forms and as such the person signing for the book will be responsible to ensure that at completion these books are returned to the Finance Officer.

6. RELATED DOCUMENTS

Code for Tenders and Contracts
Code of Conduct
Fraud Control Policy

7. DOCUMENT ADMINISTRATION

This Instruction is a managed document and is to be reviewed every three (3) years or as directed by the General Manager.



Council Policy
GOODS AND SERVICES PURCHASING POLICY

Approved by: Council
Approved date: 23rd March 2022
Review date: September 2023

This document is Version 4.0 effective 1st April 2022. The document is maintained by Corporate Services, for the Southern Midlands Council.

17.1.4 Local Government Association of Tasmania – General Meeting (To be held 1st November 2023)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 21 SEPTEMBER 2023

Attachment(s):

Local Government Association of Tasmania – General Meeting Motions - Submission of Motion(s)

ISSUE

Council to consider Motions which have been submitted for consideration at the Local Government Association of Tasmania’s General Meeting scheduled for 1st November 2023.

BACKGROUND

These Motions have been included on the Agenda to allow for discussion prior to the General Meeting and to provide voting direction for Mayor Batt as Council’s delegate to the Association.

DETAIL

The LGAT has received three motions to date.

1. Kingborough Council – Diversity and Inclusion Statement

Motion:

“THAT Members note the Diversity and Inclusion Statement developed by Kingborough Council and agree to consider developing and adopting a similar statement to support safe, welcoming, and inclusive communities across Tasmania.”

SMC Comments:

Please refer to the detail and supporting comments provided by the Kingborough Council (as attached).

2. Kingborough Council – Road Line Marking responsibilities

Motion:

“THAT LGAT undertake advocacy on behalf of Councils to have road line marking responsibilities legislated and additional funding provided by the State Government.”

SMC Comments:

Recommend support for this Motion as the comments provided by the Kingborough Council accurately reflect the current situation where there is insufficient funding available to ensure that all line marking is maintained at an acceptable standard.

3. Break O'Day Council – Parks and Wildlife Service and Crown Land Services Review and Resourcing

Motion:

“THAT LGAT lobby the Tasmanian Government to undertake a review of the administrative activities of the Tasmanian Parks and Wildlife Service (PWS) and Crown Land Services (CLS) with a particular focus on ensuring that the required level of resources are available to assess applications and deal with enquiries in a timely manner.”

SMC Comments:

Motion is self-explanatory. Recommend support for this Motion as Council has also experienced numerous delays in processing requests and/or proposals through Crown Land Services in particular (e.g. Woodsdale Cemetery).

4. Clarence City Council – Review of 42 Day Planning Application Timeframe

In addition to the above Motions, the Clarence City Council has written to the Association with a proposal that LGAT convene a reference group from member Councils to develop options and recommendations relating to a range of issues for the sector to consider. These issues are detailed in the letter from the Clarence Council to the Association (refer copy attached).

SMC Comments:

Comment to be provided.

The Manager Development & Environmental Services has flagged one issue that should be considered. This relates to the possible cessation of the statutory time frame over the Xmas holiday period. The NZ experience is such that the stat time frame stops on 20th December and reconvenes on the 10th January. Highly effective and it prevents the game playing and initiation of ridiculous RFIs just to limit a potential s59 (deemed approval) during this period.

Human Resources & Financial Implications – Not applicable.

Community Consultation & Public Relations Implications – Issues to be considered.

Priority - Implementation Time Frame – LGAT General Meeting scheduled for 1st November 2023.

RECOMMENDATION

THAT Council consider its position in relation to each of the Motions submitted to the Local Government Association of Tasmania for consideration at its General Meeting to be held 1st November 2023.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
daClr D F Fish		
Clr R McDougall		
Clr F Miller		

17.2 Sustainability

Strategic Plan Reference 5.2

Retain corporate and operational knowledge within Council / Provide a safe and healthy working environment / Ensure that staff and elected members have the training and skills they need to undertake their roles / Increase the cost effectiveness of Council operations through resource sharing with other organisations / Continue to manage and improve the level of statutory compliance of Council operations / Ensure that suitably qualified and sufficient staff are available to meet the Communities need / Work co-operatively with State and Regional organisations / Minimise Councils exposure to risk / Ensure that exceptional customer service continues to be a hallmark of Southern Midlands Council

17.2.1 Tabling of Documents

Nil.

17.2.2 Elected Member Statements

An opportunity is provided for elected members to brief fellow Councillors on issues not requiring a decision.

17.3 Finances

Strategic Plan Reference 5.3

Community's finances will be managed responsibly to enhance the wellbeing of residents / Council will maintain community wealth to ensure that the wealth enjoyed by today's generation may also be enjoyed by tomorrow's generation / Council's financial position will be robust enough to recover from unanticipated events, and absorb the volatility inherent in revenues and expenses.

17.3.1 Monthly Financial Statement (Period ending 31 August 2023)

Author: FINANCE OFFICER (MANDY BURBURY)

Date: 20 SEPTEMBER 2023

ISSUE

Provide the Financial Report for the period ending 31st August 2023.

BACKGROUND

The Operating Expenditure Report includes a Year to Date (YTD) Budget Column, with variations (and percentage) based on YTD Budgets.

Note: Depreciation is calculated on an annual basis at the end of the financial year. The budget and expense for depreciation are included in the June period.

DETAIL

The enclosed Report incorporates the following: -

- Statement of Comprehensive Income – 1 Aug 2022 to 31 Aug 2023.
- Operating Expenditure Report – 1 Aug 2022 to 31 Aug 2023.
- Capital Expenditure Report – 1 Aug 2022 to 31 Aug 2023.
- Cash Flow Statement – 1 Aug 2022 to 31 Aug 2023.

OPERATING EXPENDITURE (OPERATING BUDGET)

Overall operating expenditure to end of August was \$1,678,595 which represents 90.2% of the Year to Date Budget.

Whilst there are some variations within the individual Program Budgets (refer following comments), expenditure is consistent with the Budget.

Strategic Theme - Infrastructure

Nil.

Strategic Theme – Growth

Nil.

Strategic Theme – Landscapes

Sub-Program – Regulatory (Animals) - expenditure (\$25,958 – 148.32%). Increased expenditure relates to costs incurred in running the Heritage and Bullock Festival.

Strategic Theme – Community

Sub-Program – Capacity & Sustainability - expenditure (\$27,346 – 124.77%). Additional expenditure is due to an increase in resources required to address non-compliance issues.

Strategic Theme – Organisation

Nil.

CAPITAL EXPENDITURE PROGRAM

Projects from our 2023-24 Capital Program are yet to be nominated for our Roads to Recovery allocation for 2023-24 of \$665,531. Once selected those projects will be identified as grant funded on the Capital Expenditure Report.

Capital expenditure projects are colour coded to signify the grant program and show the completion deadlines. A legend of the colour coding is as below:

Legend – Source and completion deadlines for grant funded projects

Roads to Recovery	It is the Government's intention that the full allocation is budgeted and spent in the year allocated
Local Road and Community Infrastructure (LRCI)	Phase 3 - 30 June 2024 / Phase 4 – 30 June 2025 (use or lose)
Other Specific Purpose Grants	Completion date as per grant deed or approved extension date

RECOMMENDATION

THAT the Financial Report be received and the information noted.

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

STATEMENT OF COMPREHENSIVE INCOME
for the period 1 July 2023 to 31 August 2023

	Annual Budget \$	Year to Date as at 31 August \$	%	Comments
Income				
General rates	6,971,704	6,877,183	98.6%	Includes Interest & Penalties on rates
User Fees (refer Note 1)	1,332,917	314,534	23.6%	Includes Private Works
Interest	435,000	95,617	22.0%	
Government Subsidies	56,807	0	0.0%	Heavy Vehicle Licence Fees & Interest Subsidy
Other (refer Note 2)	232,400	4,402	1.9%	Includes TasWater Distributions
Sub-Total	9,028,828	7,291,736	80.8%	
Grants - Operating	3,990,758	103,038	2.6%	
Total Income	13,019,586	7,394,775	56.8%	
Expenses				
Employee benefits	-5,534,107	-936,030	16.9%	Less Roads - Resheeting (Capitalised)
Materials and contracts	-3,711,309	-836,113	22.5%	Less Roads - Resheeting (Capitalised), Includes Land Tax & Private Works
Depreciation and amortisation	-3,723,000	-632,400	17.0%	Percentage Calculation (based on year-to-date)
Finance costs	-52,997	-2,917	5.5%	Interest
Contributions	-272,238	0	0.0%	Fire Service Levies
Other	-169,955	-15,797	9.3%	Audit Fees and Councillor Allowances
Total expenses	-13,463,606	-2,423,257	18.0%	
Surplus (deficit) from operations	-444,020	4,971,517	-1119.7%	
Grants - Capital (refer Note 3)	3,200,746	1,636,736	51.1%	
Sale Proceeds (Plant & Machinery)	0	30,500		
Sale Proceeds (Land & Buildings)	0	0		
Sale Proceeds (Other Assets)	0	414		
Sale Proceeds (Blackman Water Scheme - 45 shares)	0	45,000		
Net gain / (loss on disposal of non-current assets)	0	0		
Surplus / (Deficit)	2,756,726	6,684,167	242.5%	

**STATEMENT OF COMPREHENSIVE INCOME
for the period 1 July 2023 to 31 August 2023**

	Annual Budget \$	Year to Date as at 31 August \$	%	Comments
NOTES				
1. Income - User Fees				
- All other Programs	883,333	283,144	32.1%	
- Private Works	449,584	31,390	7.0%	
	<u>1,332,917</u>	<u>314,534</u>	23.6%	
2. Income - Other				
- Tas Water Distributions	182,400	0	0.00%	
- Public Open Space Contributions	50,000	0	0.00%	
- Blue Gum Rovers Donations	0	100		
- Kidbiz Contribution to Bagdad Child Care Centre Fencing	0	3,502		
- Womensport & Recreation Get Active Program	0	800		Oatlands Aquatic Centre 50's & Over Get Active Program
	<u>232,400</u>	<u>4,402</u>	1.9%	
3. Grants - Capital				
- Roads To Recovery	665,531	0	0.00%	
- Rural & Remote Roads Program	1,603,854	1,069,236	66.67%	Interlaken Road Project
- Safer Rural Roads	205,000	102,500	50.00%	
- LRCI - Phase 4	665,531	0	0.00%	
- Natural Disaster Risk Reduction Grant	60,830	0	0.00%	
- Aust Govt - BS Bushfire Recovery Grant - The Haven	0	465,000		Broadmarsh/Elderslie Progress Association Inc Grant
	<u>3,200,746</u>	<u>1,636,736</u>	51.14%	
4. Grants - Operating				
- FAGS 2023/24	3,990,758	103,038	2.58%	2023/24 Payment in Advance
	<u>3,990,758</u>	<u>103,038</u>	2.6%	

**SOUTHERN MIDLANDS COUNCIL : OPERATING EXPENDITURE 2023/24
 SUMMARY SHEET**

PROGRAM	YTD ACTUAL (as at 31 Aug 23)	YTD BUDGET (as at 31 Aug 23)	YTD VARIANCE	YTD %	FULL YEAR BUDGET - REVISED INC. GRANTS & OTHER
INFRASTRUCTURE					
Roads	224,338	252,182	27,844	88.96%	3,695,184
Bridges	680	13,291	12,611	5.12%	459,620
Walkways	56,319	51,620	-4,699	109.10%	243,503
Lighting	6,693	14,132	7,439	47.36%	84,790
Public Toilets	18,628	18,684	56	99.70%	96,102
Sewer/Water	-	-	-	-	-
Stormwater	517	5,613	5,096	9.21%	85,679
Waste	143,440	224,374	80,935	63.93%	1,373,747
Information, Communication	-	3,333	3,333	-	20,000
INFRASTRUCTURE TOTAL:	450,615	583,230	132,615	77.26%	6,058,625
GROWTH					
Residential	-	-	-	-	-
Tourism	19,318	24,051	4,733	80.32%	47,718
Business	68,659	68,153	-506	100.74%	391,418
Industry	-	-	-	-	-
GROWTH TOTAL:	87,977	92,204	4,227	95.42%	439,136
LANDSCAPES					
Heritage	81,942	80,935	-1,008	101.25%	471,709
Natural	29,681	31,420	1,739	94.47%	206,318
Cultural	-	4,167	4,167	0.00%	25,000
Regulatory - Development	159,615	175,148	15,532	91.13%	1,050,886
Regulatory - Public Health	2,273	3,370	1,097	67.44%	20,220
Regulatory - Animals	27,346	21,918	-5,428	124.77%	115,108
Environmental Sustainability	-	833	833	0.00%	5,000
LANDSCAPES TOTAL:	300,858	317,790	16,933	94.67%	1,894,241
COMMUNITY					
Community Health & Wellbeing	43,685	53,079	9,394	82.30%	313,472
Recreation	214,955	203,770	-11,185	105.49%	1,212,694
Access	-	-	-	-	-
Volunteers	-	3,500	3,500	0.00%	51,000
Families	-	1,667	1,667	0.00%	10,000
Education	-	-	-	-	-
Capacity & Sustainability	25,958	17,501	-8,457	148.32%	49,605
Safety	1,564	5,658	4,094	27.64%	33,950
Consultation & Communication	396	6,617	6,221	5.98%	37,300
LIFESTYLE TOTAL:	286,557	291,791	5,234	98.21%	1,708,021
ORGANISATION					
Improvement	-	13,382	13,382	0.00%	80,289
Sustainability	541,443	538,297	-3,146	100.58%	2,928,058
Finances	11,145	23,833	12,688	46.76%	355,238
ORGANISATION TOTAL:	552,588	575,512	22,924	96.02%	3,363,585
TOTALS	\$1,678,595	\$1,860,527	\$181,933	90.2%	\$13,463,607

CAPITAL EXPENDITURE PROGRAM 2023-24
As at 31 August 2023

		BUDGET	EXPENDITURE	BALANCE	COMMENTS	COMPLETION DEADLINE
		\$	\$	\$		
INFRASTRUCTURE						
ROAD ASSETS						
Resheeting Program	Roads Resheeting	500,000	84,554	415,446		
	Elderslie - Bluff Road Resheeting 2km	30,000	22,152	7,848	WIP \$21,096	
	Stonor - Stonor Road Resheeting	30,000	26,756	3,244	WIP \$22,452	
	Rhyndaston - Rhyndaston Road Resheeting	42,272	42,272	0	WIP \$33,280	
Reseal Program	Roads Reseal Program	450,000	0	450,000		
Reconstruct & Seal	Campania - Climie Street (200 metres from Reeve Street to Water Lane)	60,000	0	60,000		
	Colebrook - Arthur Street (500 metres)	90,000	0	90,000		
	Dysart - Church Lane & Ely Street (approx. 500 metres combined)	100,000	0	100,000		
	Elderslie - Pelham Road (1.0 klm)	180,000	0	180,000		
	Mangalore - Blackbrush Road (1.0 klm from Midland Hwy to M/Ford Dr)	180,000	0	180,000		
	Oatlands - York Plains Road (1.00 klm)	180,000	0	180,000		
	Woodsdale - Woodsdale Road (2.0 klms)	360,000	0	360,000		
	Drainage (Reset Drains - various Roads)	250,000	87,300	162,700		
Construct & Seal (Unsealed Roads)	Colebrook - Yarlinton Road (1.0 klm)	180,000	0	180,000	LRCl P4	30 June 2025
Minor Seals (New)	Oatlands - Interlaken Road (full length) - 23/24 Allocation	2,873,090	167,992	2,705,098	Budget c/f \$1,169,236 WIP \$151,104	30 June 2026
	Oatlands - Bentwick Street	37,777	0	37,777	Budget 22/23 c/f \$20,000	
Junction / Road Realignment	Dust Suppressants	40,000	0	40,000	Budget c/f 2022/23 Commitment	
Other	Bagdad - Green Valley Road - Guard Rail / Line mark. & Sign.	110,000	642	109,358	Safer Rural Roads	
	Campania - Estate Road (vicinity Mallow property)	49,000	14,974	34,026	Budget c/f WIP \$13,544	
	Campania - Hall Street (Seal and stormwater upgrade)	70,000	71,013	-1,013	C/f WIP \$60501.71	
	Campania - Reeve St Junction/footpath/kerb & channel	200,000	52,834	147,166	WIP \$45,691 Vulnerable Road Users	
	Campania - Structure Plan - Town gateway and Streetscape	40,000	0	40,000		
	Colebrook - Junction Craighoume Road and Colebrook Road	24,000	15,756	8,244	Budget c/f	
	Elderslie - Elderslie Road Widening Investigation & Trial (Sth Blackbrush Rd)	40,000	6,777	33,223	Budget c/f WIP \$6,777	
	Kempton - Old Huntingground Road (Footpath / School Crossing etc.)	80,000	81,483	-1,483	Budget c/f WIP \$81,483	
	Mt Seymour - Junction Blackgate Road and Tunnack Road	24,000	32,145	-8,145		
	Oatlands - Bentwick Street	37,777	0	37,777	LRCl P3 - \$17,777	30 June 2024
	Oatlands - Hasting Street Junction	15,000	959	14,041	Budget c/f WIP \$959	
	Oatlands - South Parade (including Kerb, Channel and Footpath)	170,000	246,675	-76,675	C/f WIP \$246,675.02	
	Tea Tree - Grices Road (Tree removal, set-back of embankment, drainage)	15,000	0	15,000	Budget c/f	
	Tunbridge - Main Street (Kerb & Gutter Renewal)	40,000	0	40,000		
	Tunnack - Link Road Landslip	25,000	107	24,893	Budget c/f WIP \$107	
	Woodsdale Road - Guard Rail	100,000	0	100,000	Safer Rural Roads	
		6,622,916	954,390	5,668,526		
BRIDGE ASSETS	Jones Road Broadmarsh (Jordan River - Bridge 5083) - Flood Damage	130,000	3,302	126,699	C/f WIP \$3,302	
		130,000	3,302	126,699		

CAPITAL EXPENDITURE PROGRAM 2023-24
As at 31 August 2023

		BUDGET	EXPENDITURE	BALANCE	COMMENTS	COMPLETION
		\$	\$	\$		DEADLINE
WALKWAYS	Footpaths - General Streetscapes	40,000	0	40,000		
	Bagdad - Midland Highway Walking / Riding Path Upgrade	145,480	4,160	141,320	22/23 Budget \$95,840 c/f WIP \$4,160	
	Bagdad - Midland Highway Walking Path Footbridge Repairs	130,000	0	130,000		
	Campania - Reeve Street - Footpath through to Hall	30,000	0	30,000	Budget c/f	
	Kempton - Grange Road (Retaining Wall)	30,000	0	30,000		
	Kempton - Streetscape Plan - Footpath Renewal (southern end)	60,000	49,919	10,081	LRCI P3 c/f WIP \$47,028	30 June 2024
	Kempton - Streetscape Plan - Footpath Renewal (southern end)	60,000	0	60,000	LRCI P4	30 June 2025
	Kempton - Midlands Highway/Mood Food	147,565	0	147,565	\$147,565 Budget c/f	
	Oatlands - Campbell Street (scope of works expanded to include kerb/gutter)	85,000	0	85,000	22/23 Budget \$45,000 c/f	
	Oatlands - Church Street (Sth Parade to William St - north, side - Footpath - 130 m)	30,000	0	30,000		
	Oatlands - Stanley Street (High Street to Nelson - 280 metres - kerb & footpath)	75,000	0	75,000	LRCI P4	30 June 2025
	Oatlands - Stanley Street (Footpath -120 metre link)	25,000	0	25,000		
		858,045	54,079	803,966		
PUBLIC TOILETS	Campania - Flour Mill Park - Concrete Pathways/drainage/remove pavers	15,000	0	15,000	Budget c/f	
	Colebrook - History Room Toilets (Tiling etc.)	10,000	0	10,000		
	Oatlands - Callington Park	158,000	6,320	151,680	22/23 Budget \$140,000 c/f WIP \$5,070	
	General Public Toilets - Upgrade Program	20,000	0	20,000	Budget c/f	
		203,000	6,320	196,680		
DRAINAGE	Bagdad / Mangalore - Hydraulic Assessment (Flood Mapping)	161,660	43,644	118,016	Grant Funding \$80,830 WIP \$40,144	31 December 2023
	Kempton - Erskine Street - Stormwater Upgrade & Kerb	60,000	70,165	-10,165		
	Oatlands - Callington Park (Well - piped overflow system)	20,000	0	20,000		
		241,660	113,809	127,851		
WASTE	Wheelie Bins and Crates	12,500	0	12,500		
	WTS Safety & Operational Improvements	25,000	0	25,000		
		37,500	0	37,500		
GROWTH TOURISM	Kempton - Heritage Interpretation Panel renewal	1,800	0	1,800		
	Oatlands Accommodation Facility	0	42,283	-42,283	WIP \$42,283 (Offset by Barrack Street Property)	
		1,800	42,283	-40,483		

CAPITAL EXPENDITURE PROGRAM 2023-24
As at 31 August 2023

		BUDGET \$	EXPENDITURE \$	BALANCE \$	COMMENTS	COMPLETION DEADLINE
LANDSCAPES						
HERITAGE						
	Heritage Collections Store	10,000	3,700	6,300	Budget c/f WIP \$3,700	
	Jericho - Memorial Avenue - Plaques	20,000	4,300	15,700	Budget c/f WIP \$4,300	
	Kempton Council Chambers - Clock Restoration Works	10,672	1,384	9,288	Budget c/f WIP \$1,384	
	Kempton - Memorial Avenue Park - Interps	19,545	155	19,390	Budget c/f WIP \$155	
	Melton Mowbray - Streetscape Works (Trough / Shelter etc)	30,000	5,318	24,682	Budget c/f WIP \$5318	
	Oatlands - Callington Mill - Structural Repair & External painting)	20,000	0	20,000		
	Oatlands - Council Chambers - Internal Toilets & Access Upgrade	100,000	9,357	90,643	Budget c/f WIP \$9,357	
	Oatlands Court House (Wall Stabilisation)	15,000	1,187	13,813	WIP \$1,187	
	Oatlands Gaolers Residence (Ceiling Reinstatement)	5,000	0	5,000		
	Oatlands Gaolers Residence (Wingwall)	23,000	0	23,000	Budget \$15K c/f	
	Oatlands - Heritage Buildings (Security Upgrades)	10,000	0	10,000		
	Oatlands - Roche Hall Forecourt (interps - Planning Condition of Approval)	40,000	7,820	32,180	Budget c/f WIP \$7,820	
	Parattah - Railway Station -Shed for Gangers Trolley	2,000	0	2,000	Budget c/f	
		305,217	33,222	271,995		
NATURAL						
	Chauncy Vale - Day Dawn Cottage Improvements	12,000	7,700	4,300	WIP \$7,700	
	Chauncy Vale - Wombat Walk	39,250	31,358	7,893	Includes \$29,250 grant WIP \$31,358	31 Dec 2022
	Campania - Bush Reserve / Cemetery	300,000	78,794	221,206	WIP \$72,489	
		351,250	117,851	233,399		
CULTURAL						
	Oatlands - Aquatic Centre (Forecourt - Art Installation)	20,000	0	20,000		
		20,000	0	20,000		
REGULATORY - DEVELOPMENT						
	Master / Structure Plans (Bagdad / Mangalore / Campana)	50,000	0	50,000		
	Oatlands - Stanley Street Master Plan	20,000	172	19,828	Budget c/f WIP \$172	
	Oatlands - Structure Plan	25,000	34,155	-9,155	\$25K Budget c/f WIP \$34,155	
	Oatlands - MMPC Church Street Sub-Division	0	4,988	-4,988	WIP \$4,988 Offset by sale of property	
		95,000	39,315	55,685		
REGULATORY - PUBLIC HEALTH						
	Unit(s) - GP Accommodation	500,000	0	500,000		
	Oatlands - GP Accommodation Units	100,000	15,340	84,660	Council Commitment (grant funded)	30 June 2025
		600,000	15,340	584,660		

CAPITAL EXPENDITURE PROGRAM 2023-24
As at 31 August 2023

	BUDGET \$	EXPENDITURE \$	BALANCE \$	COMMENTS	COMPLETION DEADLINE
COMMUNITY FAMILIES					
Bagdad - Child Care Centre Building	237,314	271,145	-33,831	Council Commitment (\$100K grant funded)	30 June 2025
	237,314	271,145	-33,831		
RECREATION					
Facilities & Recreation Committee	52,000	-	52,000		
Bagdad - Iden Road Park Development	75,000	-	75,000		
Bagdad - Bagdad Community Club (Precinct Plan)	25,000	17,417	7,583	Budget c/f WIP \$17,417	
Broadmarsh - Broadmarsh Hall "The Haven"	98,364	98,364	0	Administration of Progress Assoc. Grant	
Campania - Justitia Court POS - Shelter Hut	16,000	-	16,000		
Campania - Public Open Space dev (Justitia Park)	6,375	0	6,375	Budget c/f	
Campania - Hall (LED Lighting)(alternate quote \$1582)	4,250	-	4,250		
Campania - Recreation Ground (Centre Pitch/Wicket & Nets)	12,004	-	12,004		
Kempton - Recreation Ground (Site Dev and Play Equipment)	24,250	0	24,250	Budget c/f	
Kempton - Recreation /Skate Park/ Dog Park	31,000	-	31,000		
Kempton - Off-lead Dog Park	60,331	74,481	-14,150	LRCI Phase 3 \$43,125 WIP \$72,093	30 June 2024
Kempton - Recreation Ground (Irrigation)	60,000	1,637	58,363	WIP \$1,637	
Mt Pleasant Rec Ground - Building Improvements	279,000	279,225	-225	Dept of Communities Grant WIP \$278,156	
Oatlands - Aquatic Centre (Construction)	410,501	410,501	0	WIP 2022/23	
Oatlands - Aquatic Centre (Construction)	482,114	7,160	474,954	Balance of construction phase budget c/f	
Oatlands - Aquatic Centre (CO2 Gas Monitoring)	7,649	-	7,649		
Oatlands - Aquatic Centre (Gymnasium (Mirror & Equipment)	4,400	-	4,400		
Oatlands - Community Hall (Maintenance Program)	51,300	38,477	12,823	Budget c/f WIP \$38,477	
Oatlands - Gay Street, Hall (Air Lock)	10,000	31,105	-21,105		
Oatlands - Midlands Community Centre (External Painting - Front of Building)	5,000	0	5,000		
Oatlands Swimming Pool (Staged demolition)	200,000	18,306	181,694	WIP \$15,756	
Runnymede Recreation Ground - Play Equipment	20,000	-	20,000	LRCI P4	30 June 2025
Water Bottle Refill Stations	7,980	0	7,980	Budget c/f	
	1,942,518	976,672	965,847		
ACCESS					
Tunbridge Community Club - Accessible Toilets	115,000	200	114,800	22/23 Budget \$20,000 c/f WIP \$200	
	115,000	200	114,800		
CAPACITY & SUSTAINABILITY					
Property Purchase - 9 Barrack Street, Oatlands (Police Residence)	519,490	0	519,490		
Kempton - Carriage Shed - Toilets	15,000	11,144	3,856	WIP \$10,419	
	534,490	11,144	523,346		

CAPITAL EXPENDITURE PROGRAM 2023-24
As at 31 August 2023

		BUDGET	EXPENDITURE	BALANCE	COMMENTS	COMPLETION
		£	£	£		DEADLINE
ORGANISATION						
SUSTAINABILITY	Kempton Council Chambers - Office Furniture & Equipment	5,000	0	5,000		
	Kempton Depot - Fencing	0	12,211	-12,211		
	Oatlands - Town Hall (General - Incl. Office Equip/Furniture)	5,000	0	5,000		
	Oatlands Council Chambers - Fire Detection & Security System	18,000	0	18,000		
	Oatlands - Council Chambers - Internal Toilets Upgrade	100,000	0	100,000		
	Oatlands - Council Chambers - Damp Issues & Stonemasonry	15,000	0	15,000	Budget c/f	
	Oatlands - Council Chambers - Works Office (floor coverings/refurbishing)	5,000	675	4,325	Budget c/f	
				0		
	Computer Monitor(s)	8,000	4,032	3,968		
	PC's; Keyboards & UPS's	14,000	0	14,000		
	Council Website - Upgrade	20,000	0	20,000		
	Ipads (2) (Animal & Building Control)	4,000	0	4,000		
		194,000	16,918	177,082		
WORKS	Minor Plant Purchases	9,500	5,572	3,928		
	Quickspray Unit (c/w Pump etc)	12,670	0	12,670		
	Radio System	50,000	0	50,000		
	Plant Replacement Program					
	Heavy Vehicles - Refer separate Schedule (Trade Allowance - \$334)	678,867	0	678,867		
	Light Vehicles (Net Changeover) (Trade Allowance - \$132)	249,639	0	249,639		
		1,000,676	5,572	995,104		
GRAND TOTALS		13,490,386	2,661,560	10,828,826		

CASH FLOW 2023/2024	INFLOWS (OUTFLOWS) July 2023 \$	INFLOWS (OUTFLOWS) Aug 2023 \$	INFLOWS (OUTFLOWS) (Year to Date) \$
<i>Cash flows from operating activities</i>			
Payments			
Employee costs	(369,019)	(578,131)	(947,150)
Materials and contracts	(865,696)	(514,063)	(1,379,759)
Interest	(2,917)	0	(2,917)
Other	(20,710)	(59,400)	(80,110)
	<u>(1,258,343)</u>	<u>(1,151,593)</u>	<u>(2,409,936)</u>
Receipts			
Rates	393,738	710,319	1,104,057
User charges	228,018	120,782	348,801
Interest received	44,460	51,157	95,617
Subsidies	0	0	0
Other revenue grants	0	103,038	103,038
GST Refunds from ATO	0	0	0
Other	65,230	245,462	310,692
	<u>731,446</u>	<u>1,230,759</u>	<u>1,962,205</u>
Net cash from operating activities	<u>(526,897)</u>	<u>79,165</u>	<u>(447,731)</u>
<i>Cash flows from investing activities</i>			
Payments for property, plant & equipment	(111,762)	(321,353)	(433,115)
Proceeds from sale of property, plant & equipment	17,818	58,095	75,914
Proceeds from Capital grants	102,500	1,534,236	1,636,736
Proceeds from Investments	0	0	0
Payment for Investments	0	0	0
Net cash used in investing activities	<u>8,556</u>	<u>1,270,979</u>	<u>1,279,535</u>
<i>Cash flows from financing activities</i>			
Repayment of borrowings	(8,291)	0	(8,291)
Proceeds from borrowings	0	0	0
Net cash from (used in) financing activities	<u>(8,291)</u>	<u>0</u>	<u>(8,291)</u>
Net increase/(decrease) in cash held	(526,632)	1,350,144	823,512
Cash at beginning of reporting month	17,408,041	16,881,409	17,408,041
Cash at end of reporting period	<u>16,881,409</u>	<u>18,231,553</u>	<u>18,231,553</u>

18. MUNICIPAL SEAL

18.1 Department of Health (The Crown in Right of Tasmania) – Grant Deed – Accommodation Units (Locum General Practitioners; visiting Specialists and Medical Staff)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 21 SEPTEMBER 2023

Enclosure(s):
Grant Deed

ISSUE

Council to review (and approve) the Grant Deed and affix the Common Seal.

BACKGROUND

Council, at its meeting held 26th October 2022, received confirmation that the Tasmanian Government will contribute \$200,000 towards the cost of constructing two Accommodation Units at the rear of the Council owned property at 16 Church Street, Oatlands.

The contribution was conditional on the Southern Midlands Council:

- a) confirming that the Unit(s) will be made available for use by visiting Department of Health and Tasmanian Health Service staff, when not in use by locum GP's, and
- b) entering into an agreement that provides for the operational arrangements.

DETAIL

In terms of the operational arrangements, these are currently being finalised through a 'Heads of Agreement' and a 'Licence', noting that the conditions contained in these documents are consistent with the following Council position:

- SMC will not levy rates and charges on the property;
- SMC will insure the buildings at its own cost;
- SMC will provide building maintenance services; and
- Ongoing operational arrangements, including responsibility for the operational costs, will rest with the MMPHC.

Human Resources & Financial Implications – Previous reports have indicated that the total estimated cost to design and construct is \$500,000 - not including the value of the land which Council will make available at no cost.

The following funding sources have now been confirmed:

- a) MMPHC Community Advisory Committee (Donations Account) - \$100,000
- b) MMPHC Auxiliary - \$100,000;
- c) State Government - \$200,000; and
- d) Southern Midlands Council - \$100,000 (plus the value of the land).

Community Consultation & Public Relations Implications – N/A

Policy Implications – N/A

Priority - Implementation Time Frame – Immediate.

RECOMMENDATION

THAT:

- 1. The information be received;**
- 2. That Council approve the Grant Deed for signing and sealing.**

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

RECOMMENDATION

THAT in accordance with Regulation 15 of the *Local Government (Meeting Procedures) Regulations 2015*, the following items are to be dealt with in Closed Session.

Matter	<i>Local Government (Meeting Procedures) Regulations 2015 Reference</i>
<i>Closed Council Minutes - Confirmation</i>	15(2)(g)
<i>Applications for Leave of Absence</i>	15(2)(h)
<i>Human Resources - Briefing</i>	15(2)(a)
<i>Saint Regina Limited</i>	15(2)(g)

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

RECOMMENDATION

THAT in accordance with Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015*, Council move into Closed Session and the meeting be closed to members of the public.

DECISION (MUST BE BY ABSOLUTE MAJORITY)		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt		
Deputy Mayor K Dudgeon		
Clr A E Bisdee OAM		
Clr D Blackwell		
Clr D F Fish		
Clr R McDougall		
Clr F Miller		

CLOSED COUNCIL AGENDA

20. BUSINESS IN “CLOSED SESSION”

20.1 Closed Council Minutes - Confirmation

20.2 Applications for Leave of Absence

20.3 Human Resources – Briefing (Information Only)

20.4 Saint Regina Limited – 2495 Colebrook Road, Colebrook – ‘Hardwick House’ (PID 3606737) – Application for Rates Exemption (Charitable Purposes)

20.5 Update on Car Wreck Investigations / Compliance

OPEN COUNCIL AGENDA

21. CLOSURE