

SOUTHERN
MIDLANDS
COUNCIL



ATTACHMENTS

ORDINARY COUNCIL MEETING

Oatlands Municipal Offices
71 High Street, Oatlands
Wednesday 27th September 2023
10.00 a.m.

Item 5.1	Draft Council Meeting Minutes (Open) – 23 August 2023
Item 5.2.1	Chauncy Vale Committee Meeting Minutes - 4 September 2023 Facilities & Recreation Committee Meeting Minutes - 13 September 2023 Southern Midlands Emergency Committee Meeting Minutes - 5 September 2023
Item 12.2.1	Development Application – Subdivision -14 Lots - Queen Anne Street, Oatlands – Development Application Documents
Item 15.1.2	Performing Residencies in Southern Midlands – PRISM – Project Plan & Performing Residences in Southern Midlands Policy
Item 16.1.1	Community Small Grants Programme 2023 – Agreed Process for Considering the SMC Community Small Grants Programme
Item 17.1.1	Review of Existing Policies - Remote & Isolated Worker Policy and Workplace Health & Safety Policy
Item 17.1.4	Local Government Association of Tasmania – General Meeting Motions
Item 18.1	Department of Health – Grant Deed Accommodation Units (locum GP's; visiting Specialists and Medical Staff) – 16 Church Street, Oatlands

**SOUTHERN
MIDLANDS
COUNCIL**



MINUTES

ORDINARY COUNCIL MEETING

Wednesday, 23rd August 2023
10.00 a.m.

Kempton Municipal Offices
85 Main Street, Kempton

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OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL HELD ON WEDNESDAY 23rd AUGUST 2023 AT THE KEMPTON MUNICIPAL OFFICES COMMENCING AT 10.00 A.M

1. PRAYERS

Reverend Dennis Cousens recited prayers.

2. ACKNOWLEDGEMENT OF COUNTRY

Mayor E Batt recited Acknowledgement of Country.

3. ATTENDANCE

Mayor E Batt, Deputy Mayor K Dudgeon, Cllr A E Bisdee OAM, Cllr McDougall, Cllr D Fish, and Cllr D Blackwell

Mr T Kirkwood (General Manager), Mr G Finn (Manager Development and Environmental Services), Mrs A Burbury (Finance Officer), Mr A Benson (Deputy General Manager), Ms S Holliday (Receptionist / Administration Officer)

4. APOLOGIES

Cllr Fraser Miller.

Previously granted leave of absence.

5. MINUTES

5.1 Ordinary Council Meeting

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 26th July 2023, as circulated, are submitted for confirmation.

RECOMMENDATION

THAT the Minutes (Open Council Minutes) of the Council Meeting held 26th July 2023 be confirmed.

DECISION

Moved by Deputy Cllr A E Bisdee OAM, seconded by Cllr D Fish

THAT the Minutes (Open Council Minutes) of the Council Meeting held 26th July 2023 be confirmed.

CARRIED

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	✓	

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:

- Woodsdale Hall General Committee Meeting Minutes – 24th July 2023

RECOMMENDATION

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

DECISION

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

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

CARRIED

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	✓	

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:

- Woodsdale Hall General Committee Meeting Minutes – 24th July 2023

RECOMMENDATION

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

DECISION

Decision not required as the Minutes did not include any recommendations.

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

RECOMMENDATION

THAT the information be received.

DECISION

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

THAT the information be received.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr A E Bisdée OAM	✓	
Cllr D Blackwell	✓	
Cllr D F Fish	✓	
Cllr R McDougall	✓	

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.

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

Clr A E Bisdee OAM - Property Main Street, Kempton (ex Service Station) - Any further update in relation to this property regarding the overall appearance (i.e. accumulation of unsightly articles)

An overall report to be provided next meeting.

Clr R McDougall – Bagdad Community Club Precinct Master Plan - any progress to date?

General Manager informed the meeting that negotiations were ongoing with the Bagdad Community Golf Club in relation to the Lease of the golf course and the course re-design options.

Deputy Mayor K Dudgeon – Tunbridge Bridge - commented on recent media news that the State Government will proceed to renew the Bridge in timber.

General Manger confirmed that the Minister has written to Council and this letter is to be tabled at the Council Meeting.

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

General Manager confirmed that there is a charge for disposal of building rubble (quantity greater than 1m³) and would clarify the situation in relation to future disposal of this type of waste.

Mayor E Batt – Bagdad Community Club – informed the meeting that he has recently received a complaint regarding the condition of the toilets.

General Manager confirmed that these Toilets are maintained and cleaned by the Bagdad Community Club Inc. – Management Committee to be informed.

Mayor E Batt – Pathway to Mood Food, Kempton – timing for commencement of works?

General Manger advised that it will be necessary to defer commencement of works until such time as the outcome of the Grant process is known.

Mayor E Batt – Clock Tower, Kempton – commented that the Clock is now operational.

General Manger advised that further improvements are still planned.

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*.

Nil.

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.

Nil.

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.

Nil.

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

Nil.

12.3 Municipal Seal (Planning Authority)

Nil.

12.4 Planning (Other)

Nil.

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.

13.10 Officer Reports – Infrastructure & Works

13.10.1 Manager – Infrastructure & Works Report

QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

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

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.

Deputy Mayor K Dudgeon – Anstey Court, Oatlands – tree roots in road pavement

To be inspected and appropriate action taken.

Deputy Mayor K Dudgeon – Woodsdale Road – vicinity of Community Hall – bitumen patching required.

To be inspected and appropriate action taken.

Mayor E Batt – Railway Corridor (Oatlands to Parattah) – volunteer(s) to assist with maintenance of the rail corridor.

Individuals to be referred to the Lake Dulverton/Callington park Management Committee (Maria Weeding) – to record as volunteers.

Mayor E Batt – Dysart Drive, Dysart – establishment of School Bus 'Pull-over' Area – to be considered in association with road upgrade(s).

To be inspected and appropriate action taken.

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

Rubbish receptacles to be purchased.

RECOMMENDATION

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

DECISION

Moved by Clr D Fish, seconded by Clr A E Bisdøe OAM

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

CARRIED

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	✓	

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.

RECOMMENDATION

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

DECISION

Moved by Cllr R McDougall, seconded by Deputy Mayor K Dudgeon

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

CARRIED

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

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

DECISION

Moved by Cllr R McDougall, seconded by Cllr A E Bisdee OAM

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

CARRIED

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

DECISION

Moved by Deputy Mayor K Dudgeon, seconded by Cllr D Blackwell

THAT the meeting be adjourned for morning tea at 10.58 a.m.

CARRIED

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

DECISION

Moved by Deputy Mayor K Dudgeon, seconded by Cllr A E Bisdee OAM

THAT the meeting reconvene at 11.55 a.m.

CARRIED

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

15.3 Cultural

Nil.

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

Animal Management Officer currently on leave and report unavailable.

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.

Nil

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 Woodsdale Recreation Ground – Proposed Upgrade(s)

DECISION

Moved by Cllr D Blackwell, seconded by Cllr R McDougall

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.

CARRIED

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

16.2.2 Oatlands Aquatic Centre – Coordinators Report RECOMMENDATION

THAT the information be received and noted.

DECISION

Moved by, Cllr A E Bisdee OAM seconded by Cllr R McDougall

THAT the information be received and noted.

CARRIED

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

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

Nil.

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

Mr P Morrell Re: Old Kempton Distillery (26 Main Street, Kempton)

Attachment(s):

Report dated August 2023

Mr Morell, a resident of Main Street, Kempton has submitted a Report entitled 'A Report Concerning Public Safety and Risks Associated with an Alcohol Spirit facility at 26 Main Street, Kempton'.

Mr Morrell has requested that a copy of his report be tabled at this Council Meeting for discussion.

General Managers Comments:

Content of the report is to be considered by the relevant Council officers, and where appropriate and necessary, issues raised will be referred to other responsible agencies for consideration and action as required.

DECISION

Resolved that the information be received.

17.2.2 Elected Member Statements

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

Deputy Mayor K Dudgeon – Oatlands Heritage & Bullock Festival – provided comment regarding this well attended event and commenced the organising Committee.

Deputy Mayor K Dudgeon – Oatlands District Football Association Grand Final – informed the meeting that there were approximately 1500 adult spectators (i.e. children free). Triabunna defeated Campbell Town by 13 points.

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 July 2023)

RECOMMENDATION

THAT the Financial Report be received and the information noted.

DECISION

Moved by Cllr A E Bisdee OAM, seconded by Cllr D Fish

THAT the Financial Report be received and the information noted.

CARRIED

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

17.3.2 2022/2023 Southern Midlands Council – Complete set of Financial Statements

RECOMMENDATION

THAT Council receive the following:

- 1. Southern Midlands Council - Complete set of Financial Statements 2022/23;**
- 2. Heritage Building Solutions Pty Ltd – Financial Statements for Year Ended 30 June 2023;**
- 3. Heritage Education and Skills Centre Ltd - Financial Statements for Year Ended 30 June 2023.**

DECISION

Moved by Cllr A E Bisdee OAM, seconded by Deputy Mayor K Dudgeon

THAT Council receive the following:

- 1.Southern Midlands Council - Complete set of Financial Statements 2022/23;**
- 2.Heritage Building Solutions Pty Ltd – Financial Statements for Year Ended 30 June 2023;**
- 3.Heritage Education and Skills Centre Ltd - Financial Statements for Year Ended 30 June 2023.**

CARRIED

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

18. MUNICIPAL SEAL

Nil

19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

19.1 Kangaroo Bay Development – Major Project Proposal

RECOMMENDATION

THAT Council:

1. acknowledge the Ministers correspondence dated 18th August 2023; and
2. consider the basis of a submission as to whether the proposal satisfies two of the three of the specified criteria.

DECISION

Moved by Cllr A E Bisdee OAM, seconded by Cllr R McDougall

THAT Council acknowledge the Ministers correspondence and elect not to provide and submission.

CARRIED

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

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.

DECISION

Moved by Cllr D Blackwell OAM, seconded by CLR A E Bisdee OAM

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

CARRIED

Matter	Local Government (Meeting Procedures) Regulations 2015 Reference
<i>Closed Council Minutes - Confirmation</i>	<i>15(2)(g)</i>
<i>Applications for Leave of Absence</i>	<i>15(2)(h)</i>
<i>Property Matter - Tunbridge</i>	<i>15(2)(f)</i>
<i>Property Matter - Oatlands</i>	<i>15(2)(f)</i>

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

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

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

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.

CARRIED

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	✓	

CLOSED COUNCIL MINUTES

20. BUSINESS IN “CLOSED SESSION”

20.1 Closed Council Minutes - Confirmation

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

Item considered in Closed Session in accordance with Regulation 15(2) of the Local Government (Meeting Procedures) Regulations 2015.

The Minutes (Closed Council) of the previous meeting of Council held on 26th July 2023, as circulated, are submitted for confirmation.

20.2 Applications for Leave of Absence

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

Item considered in Closed Session in accordance with Regulation 15(2)(h) of the Local Government (Meeting Procedures) Regulations 2015.

20.3 Property Matter – Tunbridge

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

Item considered in Closed Session in accordance with Regulation 15(2)(f) of the Local Government (Meeting Procedures) Regulations 2015.

20.4 Property Matter – Oatlands

In accordance with the Local Government (Meeting Procedures) Regulations 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

Item considered in Closed Session in accordance with Regulation 15(2)(f) of the Local Government (Meeting Procedures) Regulations 2015.

OPEN COUNCIL MINUTES

21. CLOSURE

The meeting closed at 2.21 p.m.

CHAUNCY VALE WILDLIFE SANCTUARY MANAGEMENT COMMITTEE
SOUTHERN MIDLANDS COUNCIL
MINUTES
OF GENERAL MEETING HELD ON MON 4TH SEPTEMBER 2023
AT CHAUNCY VALE RESERVE

Present:

Rowena McDougall	Chair (Councillor)
Donna Blackwell	Proxy Chair (Councillor)
Tony Bantick	Community
Vicky Bird	Bagdad Field & Game (BF&G)
Graham Green	SMC
Jamie Ward	Community
Victoria Needham	Community
Heather Chauncy	Chauncy Family
Ben Masterman	Chauncy Family

Apologies: Laura Young (Caretaker), Elise Jeffery (TLC)

1. Minutes

The minutes of the previous meeting held on May 1st 2023 were accepted as a correct record: Moved – Vicky, seconded – Jamie, carried

2. Matters arising from the minutes

Land capability assessment – new toilets

Peter Hofto was engaged to undertake the Land Capability assessment for the proposed new toilets. A key component of the site assessment was the drilling of several deep cores to determine the soil appropriateness for infiltrating runoff from the proposed septic system. The site report produced confirmed the proposed site adjacent to the information shelter on the open ground as a suitable site for new toilets.

Caretaker - rent

Graham followed up with Laura in regard to the Committee's desire to shift to a new Caretaker model that involves the paying of rent, with the view to using the rent money to pay for a commercial cleaner to attend to Day Dawn and the meeting room. Laura

said that at the current time she was not in a position to pay rent as she was about to start a student placement which would not provide her with an income. The shift to a new Caretaker model that involves rent was thereby postponed, but indicated to Laura that it was coming.

3. Correspondence

- *Tasmanian Land Conservancy* – Correspondence from Morrigan Guinane asking permission to use Chauncy Vale as a study site in a five year study aiming to understand why there has been a decline in eastern quoll numbers in the Midlands and East Coast regions, and attempting to do something about the decline. Chauncy Vale would be one of 14 sites with a grid of around 40 cameras set up at each site.

There was unanimous agreement to have a site at Chauncy Vale and some discussion around whether we can be beneficiaries of the data that will be captured as this offers us potential insight in to the diversity and movements of other wildlife and feral animals on the reserve.

Graham to respond to Morrigan with a yes and offer to assist where possible with the set up of the study and analysis of the data.

- *Carolyn Whitfield* – re-contacted us to ask permission to release two pademelons at Chauncy Vale as she was completely out of options. For future reference Vicky suggested that she use Nakiska Wildlife Sanctuary where they are likely to have a better chance of survival – Graham to pass on details to Carolyn.
- *Shutterbugs* – Some details of their wildlife photography workshops they periodically conduct at Chauncy Vale.

There was some discussion around whether a levy should be charged for commercial operations that use Chauncy Vale as a base. The consensus was that not at this point in time but to discuss again at a further date.

There was also discussion around whether there could be some sharing of images that are captured at Chauncy Vale. Graham to speak with the organizer at some point about this.

- *Tasmanian Community Fund* – Notification that we were unsuccessful with our grant submission

4. Financial report

The account balance as at 28/08/23 was \$35,730. Recent significant costs include \$1900 to Rock Solid Geotechnics for the toilet site assessment and report, and insurance \$2369. Invoices just arrived but not yet processed to our account include for the following items: timber for the sides of the rope bridge, decking oil, graphic design for the bridge signs, production of the signs and the big ticket item for fabrication, delivery and installation of the bridge. At the time of writing, this bill arrived and is \$11,600. This is a bit more than the \$10,000 we had budgeted for the bridge. Our actual balance is closer to \$23,000 after all these expenses are accounted for.

There was some discussion around developing Chauncy Vale merchandise that could be sold through the website or at open days. Badges and calendars were discussed but a badge incorporating the Chauncy Vale logo was settled on as the initial preferred option. Ben to follow up.

Graham mentioned the Chauncy Vale brochure and recommended not investing any more\$ in getting it printed. The first batch disappeared quickly and was expensive to print. There was agreement with this. If the need is seen again to put some in the walker registration booth it is possible to reformat and print out a few on a photocopier. It is available on our website for downloading.

Financial report Moved – Heather, seconded – Jamie carried

5. Wombat Woodland Walk Project update

The identified hazardous tree near the Wombat Walk river crossing was felled recently.

The rope bridge was installed last week by Ian Whelan with the assistance of Graham and John Smith (Works Crew). To finish the bridge off some extra timber will be added to the sides of the on and off ramps and the timbers will be oiled.

Andrew Evans hasn't completed his animal stenciling work. Once this is done the project is complete, aside from some signage repair and some directional signs to the attraction to be placed lower down in the reserve.

6. New toilets planning

Given that we were unsuccessful with our grant submission we now need to seek other opportunities to get the facility funded. Council's General Manager Tim Kirkwood said that he will make it the preferred council project nominated for funding as part of the process when there is a State election. Given that we have the preparatory report and soil test complete it will be a project that can be implemented quickly if funds become available.

7. Tasmanian Land Conservancy Flat Rock Reserve update

Announcement of the new eastern quoll study for which Flat Rock and Chauncy Vale will be likely study sites.

Laura reported that there are several trees over the track at Flat Rock.

8. Other business

Governor's visit

The Governor is visiting Chauncy Vale on the 15th of September as part of a day trip to the Southern Midlands. In preparation for the visit there needs to be a big clean up effort along the route she is taking, that is from the front gate, to the information shelter and then up to Day Dawn. Graham to request assistance from the Works crew and also from Laura to assist with Day Dawn. Graham and Heather will be present on the 15th to host the Governor.

Graffiti

The new rope bridge and a walking track post on the Wombat Woodland Walk have been graffitied, some of it offensive. The style, wording and content suggest that the perpetrator is a particular Bagdad resident who has been a long term detractor of our work at Chauncy Vale. This person has expressed distaste for our other bridges, and any development in the reserve in the past.

The matter was referred to the local policemen who suggested that we set up a camera to monitor activity at the bridge. Graham to install one as soon as possible.

Caretaker position

The Committee expressed their desire to move on to a new Caretaker model in 2024, key points being:

- The caretaker role be advertised with potential candidates interviewed.
- The caretaker pay some rent (the amount to be decided).
- The caretaker be made clear about what is required to be done in the reserve each week and the expected hours per week that should be committed to the roles.
- That a lease agreement for the cottage and volunteer agreement for the role has a 'termination clause' so that both parties may opt out of the agreement if expectations are not met.
- That 'caretaker agreements' be for the term of one year.

Attachment
AGENDA ITEM 5.2.1

The Committee agreed that Graham have a word to Laura in the next few weeks about the plan for next year and that she would be able to apply for the position.

A suggestion was that one of the bedrooms be made up for stand-in Caretaker to use in the eventuality that the Caretaker needed to be away for several weeks.

The new Caretaker model was **moved by Jamie, seconded by Vicky and carried.**

All-Trails and QR codes

Ben mentioned that interaction with 'All-Trails' could be beneficial for us so that the information that we want about Chauncy Vale ends up on their app. All Trails is a very popular app for bushwalkers seeking information about local walk options. The issue of QR codes was raised again and that we should investigate content to go at locations such as the Caves and above Jack's Flat.

Fire fighting pump

Tony mentioned that we are due to have the fire pump serviced and that there needs to be some grass clearing around the pump shed. Tony to organise the service and Graham the grass clearing.

Toilets maintenance

Ben and Graham made an undertaking to spruce the toilets up by giving them a good clean and an internal painting some time in the next couple of months.

9. Next meeting **Christmas meeting - Monday November 27th at 10 am**

**SOUTHERN
MIDLANDS
COUNCIL**



MINUTES

SOUTHERN MIDLANDS COUNCIL FACILITIES & RECREATION COMMITTEE

WEDNESDAY 13th SEPTEMBER 2023

Municipal Offices, 71 High Street, Oatlands

9.30 a.m.

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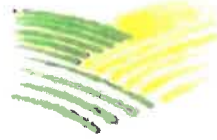
ATTACHMENTS TO AGENDA

- Item 3.1 Previous Facilities and Recreation Committee Minutes*
- Item 3.2 Hall Committee Minutes (if available at the time of distribution)*
- Item 13 - Summary of Applications received*
 - Folder containing hard copy of all applications*

ATTACHMENTS TO MINUTES

- Item 16.1 Southern Midlands Community Infrastructure Plan – Request for Quotation – (final version)*

SOUTHERN
MIDLANDS
COUNCIL



Dear Councillors

NOTICE OF MEETING

Notice is hereby given that the next Facilities and Recreation Committee meeting of Council will be held on;

Date: Wednesday, 13th September 2023

Time: 09.30 a.m.

Venue: Municipal Offices, High Street, Oatlands

I certify under s.65(2) of the *Local Government Act 1993* that the matters to be discussed under this agenda have been, where necessary, the subject of advice from a suitably qualified person and that such advice has been taken into account in providing any general advice to the Council.

Yours faithfully

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

Tim Kirkwood

GENERAL MANAGER

MINUTES

FACILITIES & RECREATION COMMITTEE

1. ATTENDANCE

Mayor Edwin Batt, Deputy Mayor Karen Dudgeon, Cllr Don Fish, Deputy General Manager Andrew Benson, Manager Community & Corporate Development Wendy Young.

2. APOLOGIES

Proxy Cllr Rowena McDougall

3. RECEIPT OF MINUTES

3.1 CONFIRMATION OF SOUTHERN MIDLANDS FACILITIES AND RECREATION COMMITTEE MINUTES

The minutes of the meeting held on 15th September 2022, (attached) as previously circulated, are submitted for confirmation.

RECOMMENDATION

THAT the minutes of the previous meeting of held on the 15th September 2022, as previously circulated, be confirmed.

DECISION

Moved by Cllr D Fish, seconded by Mayor E Batt

THAT the Minutes of the previous meeting of held on the 15th September 2022, as previously circulated, be confirmed.

CARRIED

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

3.2 RECEIPT OF COUNCIL HALL COMMITTEE MINUTES

The minutes of the following Meetings of Council Hall Committees, as circulated, are submitted for information and consideration of recommendations (where necessary):

Nil.

4. 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 committee, by simple 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;
- (b) That the matter is urgent; and
- (c) That advice has been provided under section 65 of the Act.

RECOMMENDATION

THAT the Council Committee resolve by simple 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 2005*.

DECISION

Moved by Cllr D Fish, seconded by Mayor E Batt

THAT the following item be added to the Agenda – Southern Midlands Community Infrastructure Plan Request for Quotation version 2

CARRIED

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

5. 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*.

The following Councillors advised of an interest in the Grant Item, SMC Small Grants Program 2023, adjacent to their names;

Mayor E Batt – Navigate Family Services / Families Tasmania

Deputy Mayor K Dudgeon – Woodsdale Hall Committee

6. PUBLIC QUESTION TIME

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2005*, the agenda is to make provision for public question time.

In particular, Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2005* 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.*

There were no members of the public in attendance

7. BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS NOT COVERED IN THE AGENDA

Nil.

8. COUNCIL OWNED HALLS & BUILDINGS

8.1 GENERAL

Nil.

8.2 CAMPANIA HALL

A large number of windows have been replaced due to vandalism.

8.3 CAMPANIA WAR MEMORIAL HALL

Nil.

8.4 COLEBROOK MEMORIAL HALL

Nil.

8.5 VICTORIA MEMORIAL HALL, KEMPTON

Southern Midlands Community Small Grants Program 2022-2023 contributed \$3,000 towards the cost of heat pumps for the hall.

Minor repairs have been carried out on the roof to mend leaks and repairs to the toilets.

8.6 GAY STREET HALL, OATLANDS

Re-roofing and interior painting has been completed as well as the kitchen wall panelling. Currently is being re-wired with the new lighting to be installed week commencing 4th September.

Awaiting design for the new airlock, costings have been requested for an auto-slider in the new airlock and costings for new floor-mounted heat pumps but this will be subject to budget.

8.7 MANGALORE COMMUNITY HALL

Nil.

8.8 OATLANDS AQUATIC CLUB BUILDING

Nil.

8.9 MIDLANDS MEMORIAL COMMUNITY CENTRE

The roof has been replaced as well as insulation. Currently working with the Management Committee to improve the forecourt of the building.

8.10 WOODSDALE HALL

A water tank has been supplied and installed on the Hall.

8.11 ROCHE HALL

RAW has advised that they will not be renewing their lease.

8.12 COMMUNITY LEARNING & DEVELOPMENT CENTRE - LEVENDALE

In February 2017 the Education Department transferred the site to Council with the following being noted:

The transfer from the Crown to the Southern Midlands Council is subject to the following conditions:

- *The estate and interest in the Land determines and reverts to the Crown upon the occurrence of any of the following:*
 - a. *The Land is not or no longer being used for the Permitted Purpose; or*
 - b. *The Transferee enters into an agreement with any other person to sell or otherwise transfer the Land (or any part thereof)*

The Permitted Purpose means the use of the Land for community use and all reasonable ancillary purposes.

While the title is being transferred to the Southern Midlands Council they will not enjoy an unencumbered freehold interest in the property rather they will have the right to utilise the property for community purposes.

Should they have no further community purpose for the property the land will revert to the Crown for no consideration.

The Southern Midlands Council will be responsible for the maintenance and upkeep of the building while it continues to be utilised for community purposes.

Two Community meetings were held to understand any community future aspirations for the site prior to making any decisions regarding the future of the property and whether ownership should revert to the State (i.e. in accordance with the Transfer Agreement).

Council has advised the State Government (Property Services, formerly known as Crown Land Services) that the property is no longer being used for "Community Purposes" as defined in the Transfer Deed which transferred ownership from the State to the Council.

Based on the reversionary clause that was included in the Transfer Deed, it be recognised that ownership of the property should revert to the State Government.

An email was sent Property Services in August to advise that the Levensdale Community Centre is no longer being used for community purposes and as such, in accordance with the Transfer Deed, ownership should revert to the state.

The transfer has been completed back to the State Government. Council is in discussions with the State Government in obtaining a portion of the land containing the playground equipment and tennis courts.

8.13 OATLANDS AQUATIC CENTRE

A grant was received from Tasmanian Climate Change Office for installation of a charger in the carpark of the Aquatic Centre. This project has been completed and the acquittal signed by State Government. At one stage it was the second most used EV Charge in the State. Pre provisions has been for one more charger.

Council is working through the list of defects at the Centre during the Defects Liability Period of the Construction Contract.

RECOMMENDATION

THAT the information and actions in relation to Council Owned Halls and Buildings, detailed in Item 8, be received and progressed.

DECISION

Moved by Mayor E Batt, seconded by Cllr D Fish

THAT the information and actions in relation to Council Owned Halls and Buildings, detailed in item 8, be received and progressed.

CARRIED

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

9. COMMUNITY OWNED HALLS

9.1 BROADMARSH ELDERSLIE COMMUNITY HALL

BEPA were successful in obtaining a \$1,550,000 plus GST as part of the Black Summer Bushfire Recovery Grants Program. The funding is for building improvement to enable a fully functional and accessible emergency response and recovery centre to cater for the needs of the community in the event of future emergencies and/or evacuations. The tender has been awarded to Maverick Builders and they have commenced. Council Officers are supporting the project through project governance as well as financial management.

9.2 BADEN COMMUNITY HALL

The building was subject to an arson attack and subsequently destroyed.

9.3 MT SEYMOUR COMMUNITY HALL

Nil.

9.4 JERICO COMMUNITY HALL

Southern Midlands Community Small Grants Program 2022-2023 contributed \$3,000 towards the cost of audio visual equipment for the Jericho volunteer fire brigade.

9.5 LEVENDALE COMMUNITY HALL

Council has contributed 50% towards the public liability insurance for the hall.

9.6 PARATTAH JUBILEE HALL

Nil

9.7 STONOR COMMUNITY HALL

Nil

9.8 TUNBRIDGE TOWN HALL

Southern Midlands Community Small Grants Program 2022-2023 contributed \$3,000 towards the cost of ceiling repairs at the hall.

Council has contributed 50% towards the public liability insurance for the hall.

9.9 TUNNACK VICTORIA HALL

As part of the Tunnack Streetscape plan, landscaping and an art installation has been carried out at the Hall site.

RECOMMENDATION

THAT the information and actions in relation to 'Community Owned Halls' detailed in Item 9, be received and progressed.

DECISION / COMMITTEE'S RECOMMENDATION TO COUNCIL

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

THAT:

- 1. the information and actions in relation to 'Community Owned Halls' detailed in Item 9, be received and progressed;**
- 2. a plaque and a representational minor structure be installed in the road reservation at Baden, to preserve the history of the Baden Hall; and**
- 3. Bollards be placed in front of the toilets at the Tunbridge Hall to prevent vehicle access to the toilets**

CARRIED

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

10. COUNCIL OWNED RECREATION GROUNDS

10.1 CAMPANIA RECREATION GROUND

Drainage improvements and a new storm water line and pits have been installed on the southern end of the Campania Recreation Ground. The new infrastructure is part of a larger storm water management plan for the area, it is anticipated that the new works will alleviate flooding inundation that occurs to properties below the recreation ground during heavy rainfall events

10.2 COLEBROOK RECREATION GROUND

Nil

10.3 KEMPTON RECREATION GROUND

Southern Midlands Community Small Grants Program 2022-2023 contributed \$3,000 towards the cost of floor coverings and installation.

Pole & light replacement were carried out.

The Kempton Skate Park and the fencing of the off-lead dog park was completed during the last financial year. The water fountains, trees and seating are currently being arranged for the site. Green Ponds Progress Association Inc. have contributed to the cost of a water fountain and seating for the Skate Park area.

10.4 MANGALORE RECREATION GROUND

Nil

10.5 MT PLEASANT RECREATION GROUND

Southern Midlands Community Small Grants Program 2022-2023 contributed \$2,600 towards the cost of replacing floor coverings.

New change rooms including shower and unisex toilet facilities through grant from Department of Communities, 2021 – 22 improving the Playing Fields with contribution from Council, Mt Pleasant Football & Cricket Clubs.

10.6 OATLANDS RECREATION GROUND

Nil

10.7 PARATTAH RECREATION GROUND

Nil

10.8 TUNNACK RECREATION GROUND

Nil

10.9 WOODSDALE RECREATION GROUND

Council is continuing to have ongoing discussions with the Woodsdale Football Club, detailed reports have been presented at Council meetings throughout the year.

10.10 RUNNYMEDE RECREATION GROUND

Council has contributed \$2,000 towards the cost of local season maintenance. Council has made a \$20,000 budget allocation for purchase of new play equipment.

RECOMMENDATION

THAT the information and actions in relation to ‘Council Owned Recreation Grounds’ detailed in Item 10, be received and progressed.

DECISION

Moved by Cllr D Fish, seconded Deputy Mayor K Dudgeon

THAT the information and actions in relation to ‘Council Owned Recreation Ground’ detailed in item 10 be received and progressed.

CARRIED

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

11. COMMUNITY / PRIVATELY OWNED RECREATION GROUNDS

11.1 LEVENDALE RECREATION GROUND

Council continue to provide a \$1,000 contribution of the mowing of the ground.

11.2 BAGDAD RECREATION GROUND

A Bagdad Community Club Precinct Master Plan has been prepared and currently waiting on input from the Golf Club.

RECOMMENDATION

THAT the information and actions in relation to 'Community / Privately Owned Recreation Grounds' detailed in Item 11 be received and progressed.

DECISION / COMMITTEE'S RECOMMENDATION TO COUNCIL

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

THAT:

1. the information and actions in relation to 'Community / Privately Owned Recreation Grounds' detailed in Item 11, be received and progressed; and
2. Council, in conjunction with the Bagdad Community Club Management Committee, explore options for the future management of the Precinct.

CARRIED

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

12. PARKS AND PLAYGROUNDS

12.1 GENERAL

Nil

12.2 PROGRAM FOR PLAY EQUIPMENT & RELATED INFRASTRUCTURE

12.2.1 Colebrook Park

Nil

12.2.2 Campania Recreation Ground

Nil

12.2.3 Flour Mill Park (Campania)

Nil

12.2.4 Kempton Recreation Ground

Nil

12.2.5 Station Park Kempton

Nil

12.2.6 Mt Pleasant Recreation Ground

Nil

12.2.7 Oatlands Recreation Ground

Nil

12.2.8 Parattah Recreation Ground

Nil

12.2.9 Tunnack Recreation Ground

Nil

12.2.10 Tunbridge Park

A BBQ and gates have been installed at the park.

12.2.11 Woodsdale Hall

Nil

12.2.12 Public Open Space (POS) Alexander Circle Campania (Jones Subdivision)

Nil

12.2.13 POS Le Compte Place Bagdad (Finlayson Subdivision)

Nil

12.2.14 POS Justitia Court Campania (Scaife Subdivision)

Budget allocation in 2023/24 for the installation of a shelter.

12.2.15 POS Iden Drive Bagdad (Booth Subdivision)

A budget allocation was made for upgrades to this park, however due to the ongoing flooding of the park, an alternative site is now being sought.

12.2.16 Callington Park Playground

Maria and her team are currently working on design & plans for the new toilet.

12.2.17 Runnymede Recreation Ground

An allocation have been made in the 2023/24 budget for playground equipment to be provided and installed at the site to replace the existing aging equipment.

RECOMMENDATION

THAT the information and actions in relation to Parks & Playgrounds detailed in Item 12 be received and progressed.

DECISION

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

THAT the information and actions in relation to 'Parks and Playgrounds' detailed in Item 12 be received and progressed.

CARRIED

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

13. COMMUNITY SMALL GRANTS PROGRAM

13.1 SOUTHERN MIDLANDS COMMUNITY SMALL GRANTS PROGRAM 2021

Author: DEPUTY GENERAL MANAGER (ANDREW BENSON)

Date: 4th September 2023

Attachments:

- 1. Summary of 8 Applications received*
- 2. Folder containing hard copy of all applications (included with the Agenda)*

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.fas.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 sixtieth 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] 10am 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 been 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

As per the previous rounds, to assess the applications in an open, transparent and equitable manner, whilst maintaining a rigorous analysis against the established criteria, the Deputy General Manager (Andrew Benson) prepared a rational decision making process to assist the Facilities & Recreation Committee in their deliberations.

The process consisted of;

- **Firstly**, a set of criteria in a matrix format to establish the initial eligibility of the applicants. This set of criteria was extracted from the grant guidelines as issued to the Applicants. This set of criteria required a YES, NO or N/A response. These are classified as *must comply*, if an Applicant does not meet this then the application is not further assessed.

MUST - Eligibility YES
A not for profit community group or voluntary association that is legally constituted as an incorporate body
A not for profit community group or voluntary association that is not legally constituted as an incorporate body but will operate this grant under the auspice of one - Name of auspicing body
The group or organisation is located in the Southern Midlands municipal area
The group or organisation is proposing an activity or project which will take place in the Southern 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 (if applicable).
Is the applicant an educational organisation
If an education provider will the project/activity be open to all residents and does it have a broad community benefit.
If the application is for an equipment grants applicants are required to contribute at least 50% towards the cost of the equipment, has this been identified in the budget.

- **Secondly**, a set of criteria in a matrix format to establish the areas in which the grant does not cover. This set of criteria was extracted from the grant guidelines as issued to the Applicants. This set of criteria required a YES, NO or N/A response. These are also classified as *must comply*, if an Applicant scores a YES in response then the application is not further assessed.

MUST - NOs	Funds not available for the following
Has the Applicant organisation previously failed to acquit Council assisted projects in line with the agreed terms.	
Actions/services previously disbursed.	
Fundraising purposes (donations).	
Program/projects by local schools/education providers that are exclusive to students Core school curriculum and activities cannot be considered.	
Projects with ongoing costs e.g. staff, salaries, administration, maintenance, insurance, rental or lease arrangements.	
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.	
The purchase of land.	

Routine and regular maintenance work to existing facilities (e.g. gardening, cleaning).
Facilities where little or no public access is available.
Travel to sporting competitions or conferences for individual or community groups.

- **Thirdly**, a set of criteria that have been called the WANTS in a matrix format that are 'weighted' to gauge the extent to which the assessment team believe that the application meets the criteria detailed below. This set of criteria has been extracted from the grant guidelines as they are pivotal to the decision making process, e.g. risk assessment, funding sought from Council as a percentage of the total project costs, etc.

This set of criteria required a "raw scoring" of between 1 and 5 (5 being the highest/best category), which is then multiplied by the weighting to achieve a "refined score". For example in Criterion 1 on the next page, the weighting (WT) is 10 because it was felt that this criterion represents a very high priority, when the application is scored by an assessment panel member against this criterion, if the member of the assessment panel scores it as a 1, in the 1 to 5 range, this is then automatically multiplied by the weighting (WT), which arrives at a "refined score" of 10. Likewise if the member assessed it as a 5, in the 1 to 5 range which is then automatically multiplied by the weighting (WT) it comes up with a "refined score" of 50. Working this process through against each of the fourteen criteria by each of the assessment panel members it arrives at a total as shown on the A3 Summary Sheet. Affectively in this model the highest collective score is determined to be the most deserving application.

WANT
<u>Criteria 1</u> Demonstrate considerable benefit to the community;
<u>Criteria 2</u> Raise the awareness of or access to a service, program, group or issue or maximize the participation or use of facility;
<u>Criteria 3</u> Demonstrate coordination with other groups in the community;
<u>Criteria 4</u> Address local issues by attempting to meet a community need or gap;
<u>Criteria 5</u> Show evidence of community support for the project;
<u>Criteria 6</u> Enhance the lifestyle options for residents and visitors in the community;
<u>Criteria 7</u> Demonstrate an ability to manage the project through resource allocation, effective planning, clear goals and evaluation processes;
<u>Criteria 8</u> Demonstrate the ability to be ongoing (if appropriate).
<u>Criteria 9</u> Is the project reliant on other funds, if so has other fund been approved
<u>Criteria 10</u> Includes the ability for broad Community access – Land Tenure
<u>Criteria 11</u> Grant funds applied for as a % of the total to complete the project
<u>Criteria 12</u>

The Project shall be one that has not received any previous funding for the same purpose by Council or any other funding body

Criteria 13

Risk Assessment of this Project

Criteria 14

Funding received over the last five years

- **Potential Conflict of Interest** It is important to have at least five people that assess and score the applications because of the high level of potential 'conflict of interest' that is present in such a small Community. When a Councillor or officer identifies a conflict of interest (i.e. if an Elected Member or an Officer on the Assessment Panel is an office bearer for the organisation that is an Applicant for a grant, they are required to declare that interest and exit the meeting, they do not enter into discussions or score that application) and the automatic scoring in the spread sheet is adjusted by the averaging (i.e. if there is no conflict of interest with an Application the totals of all five scorers is summed and then divided by five to achieve the average. If there is one conflict of interest then the totals of all four scorers is summed and then divided by four to achieve the average). Therefore with potentially five assessors individually scoring fourteen criteria, coupled with the weightings and then the averaging, no one assessor has the ability to adversely influence the potential outcome of the scoring. In a further element of transparency the A3 Summary Sheet is available to all applicants so that they can gauge their level of success compared with the other applicants based purely on the identified criteria.

Members of the Assessment Panel who declare an interest and therefore stand aside in relation the nominated application are identified in the report to Council, to ensure the integrity of the process.

Given the number of applications and the maximum funds requested, the Committee adopted the following approach to the assessment of the grant applications;

1. The impartial assessment process as developed by the Deputy General Manager be not undertaken, but rather the Assessment Panel of the Facilities and Recreation Committee, consider in detail the eight applications which are able to be assessed against the grant guidelines, with the maximum funds applied for not exceeding the budget allocation;
2. The Financial decisions are then to be calculated and endorsed based on the assessment;
3. 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.

RECOMMENDATION

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	√	
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CONSIDERATION OF THE FAMILIES TASMANIA GRANT APPLICATION

Mayor Edwin Batt declared an interest and left the meeting.

RECOMMENDATION

The following application:

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 Cllr D Fish

THAT the above listed application be recommended for funding.

CARRIED

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

Mayor Edwin Batt re-entered the meeting.

CONSIDERATION OF THE WOODSDALE HALL COMMITTEE GRANT APPLICATION

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

RECOMMENDATION

The following application:

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 Cllr D Fish

THAT the above listed application be recommended for funding.

CARRIED

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

14. DISABILITY ACCESS AND INCLUSION (DISABILITY DISCRIMINATION ACT)

14.1 COUNCIL CHAMBERS, 71 HIGH STREET, OATLANDS

Advice has been gained from a building surveyor and access consultant, in preparation for a brief to a designer. Awaiting advice from a fire engineer, as there may be the ability to remove the external fire stair which would provide for a greater scope of opportunity for a side airlock for the building.

14.2 OATLANDS AQUATIC CENTRE

The new Aquatic Centre is fully disabled compliant with 2 accessible change rooms. One of the change rooms has hoist capabilities with a bed that allows participants to be lifted from their wheelchairs and place on a bed for changing. Wheelchair access is available for the pool. This allows participants to be lowered into the water in a wheelchair.

14.3 MIDLANDS MEMORIAL COMMUNITY CENTRE, 68 HIGH STREET, OATLANDS

The exit ramp from the MMCC was reconstructed as part of the Oatlands Aquatic Centre to be DDA compliant.

RECOMMENDATION

THAT the information be received.

DECISION / COMMITTEE'S RECOMMENDATION TO COUNCIL

Moved by Cllr D Fish seconded by Mayor E Batt

THAT:

- 1. the information be received;**
- 2. Council consider at next year's budget workshop the need to upgrade the Campania Community Hall toilets to make them compliant for disability access; and**
- 3. Council make a priority of the modifications to the side access to the Oatlands Council offices.**

CARRIED

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

15. CURRENT BUDGET 2023/2024

Facilities & Recreation Committee Capital Project Report

2023-24 to 31 July 2023

Project	Budget	Expenditure
Facilities & Recreation Committee		
Bagdad - Iden Road Park Development	52,000	0
Campania - Justitia Court POS - Shelter Hut	75,000	0
Campania - Public Open Space dev (Justitia Park)	16,000	0
Campania - Hall (LED Lighting)(alternate quote \$1582)	6,375	0
Campania - Recreation Ground (Centre Pitch/Wicket & Nets)	4,250	0
Kempton - Recreation Ground (Site Dev and Play Equipment)	12,004	0
Kempton - Recreation /Skate Park/ Dog Park	24,250	0
Kempton - Recreation Ground (Irrigation)	31,000	0
Oatlands - Aquatic Centre (CO2 Gas Monitoring)	60,000	1,637
Oatlands - Aquatic Centre (Gymnasium (Mirror & Equipment)	7,649	0
Oatlands - Community Hall (Maintenance Program)	4,400	0
Oatlands - Gay Street, Hall (Air Lock)	51,300	38,477
Oatlands - Midlands Community Centre (External Painting - Front of Building)	10,000	0
Old Oatlands Swimming Pool (Staged demolition)	5,000	0
Runnymede Recreation Ground - Play Equipment	200,000	15,756
Water Bottle Refill Stations	20,000	0
	7,980	0

RECOMMENDATION

THAT the information be received.

DECISION

Moved by Cllr D Fish, seconded by Mayor E Batt

THAT the information be received and noted.

CARRIED

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

16. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

16.1. Southern Midlands Community Infrastructure Plan - RFQ

The Committee were reminded that the Request for Quotation (RFQ) was discussed at the recent Council Workshop and modifications were asked to be included within the draft RFQ. Version 2 of the RFQ was tabled and the Committee worked through the document.

Following some in-depth discussion about the outcomes of the of the Southern Midlands Infrastructure Plan, which will be a product of the successful Consultant's work, the Committee were comfortable in recommending that the *Objectives*, as well as the *Deliverables* will provide a valuable strategic document for the Committee and Council in determining Community Infrastructure investment into the future. Therefore draft version 2 of the RFQ be endorsed as the final document and that the RFQ be released on the 30th September 2023.

RECOMMENDATION

THAT draft version 2 of the RFQ be endorsed as the final document and that the RFQ be released on the 30th September 2023.

DECISION / COMMITTEE'S RECOMMENDATION TO COUNCIL

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

THAT draft version 2 of the RFQ be endorsed as the final document and that the RFQ be released on the 30th September 2023 (following endorsement by Council).

CARRIED

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

17. NEXT MEETING

TBA when the Consultant requires to meet with the Committee as part of its briefing in respect to the development of the Community Infrastructure Plan

18. CLOSURE

Chairman Cllr Don Fish thanked Committee Members and staff for their contribution to the meeting and he closed the meeting at 11.22 am.

Southern Midlands Community Infrastructure Plan

Request for Quotation



27th September 2023

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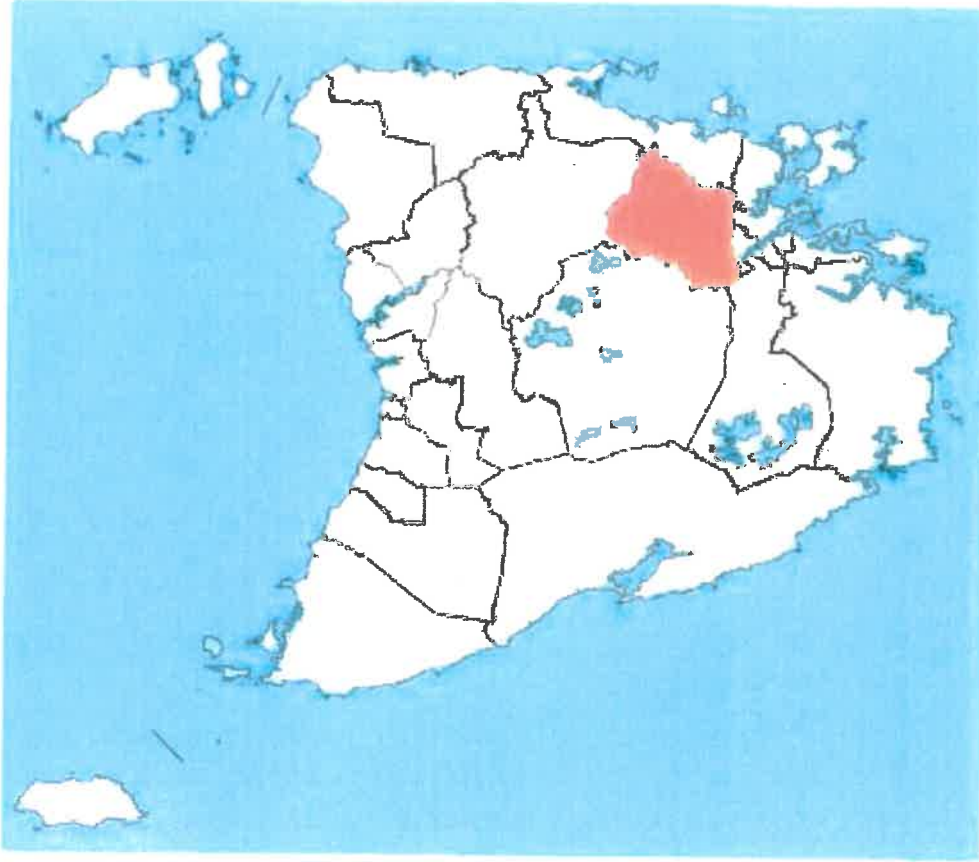
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Cover page image – Callington Park, Oatlands

Background

Community infrastructure plays an integral part in bringing people together. It provides opportunities for individuals, families, and communities to develop life skills; create healthy lifestyles; and to engage socially. It provides opportunities for all persons to maximise their potential, through diversity in educational, cultural, sporting, community and recreational offerings. All adding to the health & wellbeing of the community.

Accordingly, planning for community infrastructure is an integral part of the land use planning process for future growth. It ensures high-quality outcomes for growing communities and helps ensure that community facilities and services are located appropriately and can meet the needs of existing and future communities, through universal access.

Community infrastructure supports important social and regional policy outcomes, including attraction and retention of skilled workers, enhanced community health and well-being, social cohesion / tolerance, building social capital and enabling broad-based education as well as learning. Provision of adequate community infrastructure is essential to the continued development of sustainable and resilient communities.

The *Southern Midlands Strategic Plan 2022 – 2032* includes an understanding, along with a brief assessment of community infrastructure which may be required up to 2032, but notes this is no substitute for a more detailed needs analysis. Such an analysis includes both public and privately provided facilities and services, including Council and non-Council facilities, required to accommodate and support community services, programs and activities. This recognises that Council is responsible for establishing, maintaining and delivering certain types of infrastructure. Council also has a role to play in the delivery of other types of community infrastructure and in advocating on behalf of the community for adequate provisions in this space.

Accordingly, Council seeks to engage a suitably qualified consultant to prepare the *Southern Midlands Community Infrastructure Plan*, which in the first instance would be the undertaking of a desk top review of the *Southern Midlands Recreation Plan 2006 (Inspiring Place Pty Ltd - Hepper)*. Then identify the gaps and needs for community infrastructure provision across the municipality to 2042. The *Southern Midlands Community Infrastructure Plan* should research and provide a comprehensive analysis, leading to a list of actions that Council should implement, or advocate for, on behalf of its community.

It is recognised that in rural communities, as opposed to urban communities, that many land owners develop and use their own properties for effective recreation and open space pursuits, e.g. bush walking, trail bike riding, shooting, fishing, horse riding, camp drafting and the like. As well as some other types of recreation, like flying kites, archery, dog walking, etc. where urban based communities can only use public facilities for these type of activities.

Subject Area

The Southern Midlands Council was created on the 2nd April 1993 through the merging of the Municipalities of Oatlands, Green Ponds and the Northern wards of the Municipalities of Brighton and Richmond. The municipal area has a predominantly rural based economy.

Towns and localities include Mangalore, Bagdad, Broadmarsh, Elderslie, Dysart, Kempton, Melton Mowbray, Oatlands, Tunbridge, Tunnack, Parattah, Woodsdale, Levendale, Runnymede, Colebrook, Campania and Rekuna.

The area of the Southern Midlands is 2,561 sq km's, a high proportion of which is privately owned land (2,406 km²), divided into 3,700 rateable properties.

The municipal area is centrally located with both the Midland Highway and the north-south rail route bisecting the municipality.

It is covered by the Federal Government seat of Lyons, the State Government's House of Assembly seat of Lyons, along with the Legislative Council seat of Prosser.



Objectives

The objectives of the project are to:

1. Undertake a desk-top review of the existing *Southern Midlands Recreation Plan 2006* for the purpose of providing a base understanding of the relevant issues and existing infrastructure (at that time);
2. Understand the community and key stakeholders' vision for the municipality and identify community expectations as to the level of infrastructure council is expected to provide;
3. Identify current gaps in existing community infrastructure provision factoring in current trends regarding sport and recreational activities and participation rates;
4. Ensure that Southern Midlands is sufficiently supplied with community infrastructure based on growth projections and demographic trends to 2042 relevant to ABS statistical areas;
5. Ensure community infrastructure is distributed as equitably as possible;
6. Understand community infrastructure needs in terms of health & wellbeing, quantities, locations, and ease of access to services;
7. Understand Council's role in the provision of the necessary community infrastructure, be it directly responsible, in conjunction/collaboration with other providers or municipalities, or advocating on behalf of the community for adequate provision.

For the purposes of the Plan, community infrastructure can be defined as all buildings and spaces that provide services and activities or opportunities for same, and may be provided by either government, not-for-profit organisations or the private sector. They may be used by our residents for a wide range of community, cultural, recreational and sporting pursuits, both formally and informally.

Deliverables

1. Conduct a project initiation meeting with the Steering Committee and further meetings at key stages of the project.
2. Undertake consultation with key stakeholders and the community to identify expectations and needs regarding community infrastructure. Summarise the outcomes and key insights from the consultation.
3. Undertake a literature and policy review of:
 - a. National and State Government strategies relevant to the provision of community infrastructure and how they impact Southern Midlands locally.
 - b. Council's existing strategies relevant to the provision of community infrastructure; and
 - c. Any other relevant documents or data, including research trends such as current and projected community needs data and possible local implications.
4. Develop a demographic profile of the Southern Midlands area, including population projections and analysis of various demographic characteristics to 2042. Provide insights into the implications for community infrastructure provision based on the demographic profile.
5. Undertake a community infrastructure audit, including number of facilities, size and characteristics of each facility, utilisation of existing facilities and whether existing infrastructure is fit for purpose.
6. Prepare a Community Infrastructure Plan to be endorsed by Council. The Plan should reflect the findings from items 2-5 above. These should be used as the basis to provide detailed community infrastructure recommendations and include, but not limited to, the following details:
 - a. Facility type.
 - b. Components/likely services/facility model.
 - c. Key design issues (if relevant).
 - d. Catchment size/area
 - e. Potential users.
 - f. General location.
 - g. Required land area.
 - h. Building footprint size (if required).
 - i. Council's role in delivery.
 - j. Lead agency and other relevant agencies.
 - k. Suggested timing/priority.
 - l. Indicative costings and possible funding model.

The Plan should include a map showing suggested locations and configurations of infrastructure.

7. Undertake further consultation with key stakeholders and the community on the Draft Plan and amend the Plan as necessary based on feedback.
8. Present the Final Plan to Council for its endorsement.

Stakeholders

Key stakeholders for the project include, but are not limited to:

- Southern Midlands Council;
- Landowners;
- Community Groups (e.g. Hall Management Committees, Not-for-Profit organisations etc.);
- Local sporting clubs;
- Active Tasmania (Department of Premier & Cabinet);
- Department of Education / Schools;
- Department of Health;
- Peak Sporting bodies (e.g. Cricket Tas, AFL Tas, Basketball Tas, Football Federation Tas, Netball Tas etc.).

Project Management

The RFQ responses must include a Project Plan and GANTT chart which indicates likely timeframes for the completion of deliverables, project milestones and hold points.

Fortnightly updates of project progress and budgets must be provided to Council's Project Manager.

Southern Midlands Council will provide officer assistance to assist in day-to-day project assistance and gathering of information.

Project Steering Committee

The steering committee comprises of the following members.

Karen Dudgeon (Chair)	Deputy Mayor
Donna Blackwell (D/Chair)	Councillor
Andrew Benson (Project Manager)	Deputy General Manager
Wendy Young	Manager Community & Corporate Development
David Richardson	Manager Infrastructure & Works
Grant Finn	Manager Development & Environmental Services

Project Budget

All sub-consultant fees shall be provided for in the quotation.

Alternative pricing options will be considered taking into account the planned approach and the extent of community consultation.

Additional in-kind support can be provided by Council (provision of meeting venues, etc.).

Indicative Project Timeline

A Project timeline is to be developed by the consultant in consultation with the Project Steering Committee. The project timeline is as follows:

Date	Activity
30 th September 2023	Council calls for submissions from consultants
17 th October 2023	Close of submissions at 1600hrs AEST - <i>late submissions will be unable to be considered</i>
26 th October 2023	Appointment of selected consultant;
To be nominated	Investigation and stakeholder engagements/s; Community consultation summary report circulated to residents; Consultant completed first draft of report; Consultant responds to comments from Council Officers/Stakeholders; Report to Council to endorse for exhibition; Exhibition/consultation of report; and
18 th March	Final Report to Council including responses received during consultation.

Assessment Criteria of Submissions

1. Understanding of the task

Degree to which the information submitted demonstrates a sound understanding of the intent of the project and the tasks necessary to deliver the project objectives/deliverables.

Criteria Weighting 20%

2. Methodology

The degree to which the Consultant's proposed methodology and its rationale achieves the project objectives and target outcomes within the nominated time frames.

Criteria Weighting 15%

3. Fees

Degree to which the information submitted in response to the RFQ demonstrates that the cost of the project represents good value for money.

Criteria Weighting 25%

4. Key Personnel – Skills and Experience

The collective suitability of team members (including any sub consultants if applicable) proposed in the quotation, including:

- a. technical, management and professional capabilities;
- b. degree, appropriateness, and currency of experience; and
- c. team composition, size, and appropriateness.

Criteria Weighting 20%

5. Previous Experience

Relevance and currency of the Consultant's experience and ability to deliver similar and/or relevant services.

Criteria Weighting 20%

Submissions of Request for Quotation Closing Date

Submissions must be received by 4.00pm on Tuesday 17th October 2023.

Submissions may either be posted to:

The General Manager
Southern Midlands Council
PO Box 21 Oatlands

Or emailed to: mail@southernmidlands.tas.gov.au

Project Contact Details

For further information regarding the Southern Midlands Community Infrastructure Plan project, please contact the Project Manager, Andrew Benson, Deputy General Manager.

Andrew Benson

Email: abenson@southernmidlands.tas.gov.au

Phone: (03) 62545050

Mobile: 0429 852 730



**Agreed Process
for
Considering the SMC Community Small Grants
Program
Funding of Applications**



Assisting in building the capacity and resilience of the Southern Midlands

Prepared by

Andrew Benson, Deputy General Manager

Address all correspondence to: The General Manager, PO Box 21 Oatlands, Tasmania 7120
Oatlands Office: 71 High Street, Oatlands Phone (03) 62545000 Fax (03) 62545014
Kempston Office: 85 Main Street, Kempston Phone (03) 62545050 Fax (03) 62545014
Email Address: mail@southernmidlands.tas.gov.au Web: www.southernmidlands.tas.gov.au
ABN 68 653 459 589

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

The process consists of;

1. **Firstly**, a set of criteria in a matrix format to establish the initial eligibility of the applicants. This set of criteria was extracted from the grant guidelines as issued to the Applicants. This set of criteria required a YES, NO or N/A response. These are classified as *must comply*, if an Applicant does not meet this then the application is not further assessed.

MUST - Eligibility YES
A not for profit community group or voluntary association that is legally constituted as an incorporate body
A not for profit community group or voluntary association that is not legally constituted as an incorporate body but will operate this grant under the auspice of one - Name of auspicing body
The group or organisation is located in the Southern Midlands municipal area
The group or organisation is proposing an activity or project which will take place in the Southern 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 (if applicable).
Is the applicant an educational organisation
If an education provider will the project/activity be open to all residents and does it have a broad community benefit.
If the application is for an equipment grants applicants are required to contribute at least 50% towards the cost of the equipment, has this been identified in the budget.

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

2. **Secondly**, a set of criteria in a matrix format to establish the areas in which the grant does not cover. This set of criteria was extracted from the grant guidelines which is available to the Applicants. This set of criteria required a YES, NO or N/A response. These are also classified as *must comply*, if an Applicant scores a YES in response then the application is not further assessed.

MUST - NOs	Funds not available for the following
	Has the Applicant organisation previously failed to acquit Council assisted projects in line with the agreed terms.
	Actions/services previously disbursed.
	Fundraising purposes (donations).
	Program/projects by local schools/education providers that are exclusive to students Core school curriculum and activities cannot be considered.
	Projects with ongoing costs e.g. staff, salaries, administration, maintenance, insurance, rental or lease arrangements.
	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.
	The purchase of land.
	Routine and regular maintenance work to existing facilities (e.g. gardening, cleaning).
	Facilities where little or no public access is available.
	Travel to sporting competitions or conferences for individual or community groups.

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

3. **Thirdly**, a set of criteria that have been called the WANTS in a matrix format that are 'weighted' to gauge the extent to which the assessment panel believe that the application meets the criteria detailed below. This set of criteria has been extracted from the grant guidelines as they are pivotal to the decision making process, eg risk assessment, funding sought from Council as a percentage of the total project costs, etc.

This set of criteria requires a "raw scoring" of between 1 and 5 (5 being the highest/best category), which is then multiplied by the weighting to achieve a "refined score". For example in Criterion 1, the weighting (WT) is 10 because it was felt that this criterion represents a very high priority, when the application is scored by an assessment panel member against this criterion, if the member of the assessment panel scores it as a 1, in the 1 to 5 range, this is then automatically multiplied by the weighting (WT), which arrives at a "refined score" of 10. Likewise if the member assessed it as a 5, in the 1 to 5 range which is then automatically multiplied by the weighting (WT) it comes up with a "refined score" of 50. Working this process through against each of the fourteen criteria by each of the assessment panel members it arrives at a total as shown on the A3 Summary Sheet.

WANT
<u>Criteria 1</u> Demonstrate considerable benefit to the community;
<u>Criteria 2</u> Raise the awareness of or access to a service, program, group or issue or maximize the participation or use of facility;
<u>Criteria 3</u> Demonstrate coordination with other groups in the community;
<u>Criteria 4</u> Address local issues by attempting to meet a community need or gap;
<u>Criteria 5</u> Show evidence of community support for the project;
<u>Criteria 6</u> Enhance the lifestyle options for residents and visitors in the community;
<u>Criteria 7</u> Demonstrate an ability to manage the project through resource allocation, effective planning, clear goals and evaluation processes;
<u>Criteria 8</u> Demonstrate the ability to be ongoing (if appropriate).
<u>Criteria 9</u> Is the project reliant on other funds, if so has other fund been approved
<u>Criteria 10</u> Includes the ability for broad Community access – Land Tenure
<u>Criteria 11</u> Grant funds applied for as a % of the total to complete the project
<u>Criteria 12</u> The Project shall be one that has not received any previous funding for the same purpose by Council or any other funding body
<u>Criteria 13</u> Risk Assessment of this Project
<u>Criteria 14</u> Funding received over the last five years

Affectively in this model the highest collective score is determined to be the most deserving application.

4. **Potential Conflict of Interest** We had like to have seven people that assess and scored the applications because of the high level of potential 'conflict of interest' that is present in such a small Community. When a Councillor or officer identifies a conflict of interest (ie if an Elected Member or an Officer on the Assessment Panel is an office bearer for the organisation that is an Applicant for a grant, they are required to declare that interest and exit the meeting, they do not enter into discussions or score that application) and the automatic scoring in the spread sheet is adjusted by the averaging (ie if there is no conflict of interest with an Application the totals of all seven scorers is summed and then divided by seven to achieve the average. If there is one conflict of interest then the totals of all six scorers is summed and then divided by six to achieve the average). Therefore with potentially seven assessors individually scoring fourteen criteria, coupled with the weightings and then the averaging, no one assessor has the ability to adversely influence the potential outcome of the scoring. In a further element of transparency the A3 Summary Sheet is available to all applicants, which details the scoring, so that they can gauge their level of success compared with the other applicants based purely on the identified criteria.

The Members of the Assessment Panel who declared an Interest and therefore stood aside in relation the nominated application were;

- a. ##### (organisation), ##### (Assessment Panel Member);
b. ##### (organisation), ##### (Assessment Panel Member).

These declarations and withdrawals ensured the integrity of the process.

It is noted that the Manager Community & Corporate Development, Wendy Young participates as an observer of the grants assessment process in her role as Internal Compliance Officer to verify the integrity of the whole process in her reporting to the Audit Panel.

The Committee noted that *(this is where any comments from the Assessment Panel are detailed about any individual application requiring noting for the transparency of the decision making, eg non-compliant application and the reason for the non-compliance)*

5. Analysis and Decisions

Following the detailed assessment of the applications in accordance with the aforementioned process, the following documents are provided,

1. Analysis of the Community Small Grants Program September 20## (A3 Spreadsheet) – to be enclosure with the Report
2. Summary of Applicants and also the Committee recommendations following the assessment (on the following page)

The two aforementioned documents detail the ranking of the assessments by the Assessment Panel in accordance with the criteria, which then allows for the dollar values to be trickled down from the highest ranking application ie (application 1 of 14) under its 'Will Accept' value,. The observer will notice that from application 1 of ## to application ## of ## were fully funded for their 'Will Accept' value, at which stage the \$#### budget was nearly expended

The applications that scored ## out of ## (*organisation*), and ## out of ## (*organisation*) were balanced out to be equal value of \$### each. This does not meet their 'Will Accept' value, however it will provide the opportunity to purchase some of the ### that they were hoping to fully fund through the grant. The Deputy General Manager will enquire if those amounts are workable for the Clubs.

Unfortunately the two lowest scoring applications did not attract funding as the dollar value of the grants budget had been exhausted prior to reaching them, ie (*organisation*) that scored number ## out of ## (second lowest scoring) and the (*organisation*) that scored ## out of ## (lowest scoring).

Summary and the associated assessment provides the recommended funding level to Council.

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

Example

Southern Midlands Community Small Grants Program 2022									
Group/Club	Auspiiced by	Project	Project Cost	Grant Sought	Will Accept	Recommend to Council	Score	Remarks	Admin/acknowledgement letters
Bagdad Online Access Centre	BCC	Equip - Vacuum, Overn. Dining Suite, AquaStation	\$ 2,997.00	\$ 2,997.00	\$ 2,997.00	\$ 2,997.00	7	Yes GST - Yes ABN - Yes PL	✓
Bagdad VFB	SFC	Therma Imaging Camera	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	3	Yes GST - Yes ABN - Yes PL	✓
Brighton & Green Ponds RSL		Heat pumps for Hall	\$ 9,036.94	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	5	No GST - Yes ABN - Yes PL	✓
Campania FC		Floor coverings	\$ 3,775.00	\$ 3,000.00	\$ 2,000.00	\$ -	13	No GST - Yes ABN - Yes PL	✓
Central Hawks JFC		Floor coverings	\$ 5,400.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	10	No GST - Yes ABN - Yes PL	✓
Colebrook Golf Club		Cooker, urn and Microwave	\$ 2,614.09	\$ 2,614.09	\$ 2,614.09	\$ -	14	No GST - Yes ABN - Yes PL	✓
Community Shed Oatlands	SMC	Replacement wood heater & install	\$ 3,148.00	\$ 2,048.00	\$ 1,599.00	\$ 1,599.00	2	Yes GST - Yes ABN - Yes PL	✓
Jericho VFB	MMRC	Audio visual equipment	\$ 3,994.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	6	No GST - Yes ABN - Yes PL	✓
Mount Pleasant FC		Floor Coverings	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	8	Yes GST - Yes ABN - Yes PL	✓
Navigate Family Services		Pilot Community Project	\$ 4,000.00	\$ 3,000.00	\$ 2,800.00	\$ 2,800.00	1	No GST - Yes ABN - Yes PL	✓
Oatlands Ex Service & Community Club		Bar furniture upgrade	\$ 3,491.00	\$ 3,000.00	\$ 3,000.00	\$ 1,432.00	12	Yes GST - Yes ABN - Yes PL	✓
St Mary's Community Cemetery Kempton		Heritage Repairs	\$ 5,160.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	9	No GST - Yes ABN - Yes PL	✓
Turnbridge Town Hall		Ceiling repairs	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	4	No GST - Yes ABN - Yes PL	✓
Tunnack Community Club		Furniture	\$ 4,308.80	\$ 3,000.00	\$ 2,500.00	\$ 1,452.00	11	Yes GST - Yes ABN - Yes PL	✓
Woodsdale FC		Septic tank, supply and install	\$ 6,500.00	\$ 3,000.00	\$ 2,000.00	\$ -			✓
			\$ 62,124.83	\$ 42,359.09	\$ 39,210.09	\$ 39,000.00			

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

The Facilities & Recreation Committee took the following decision.

DECISION

Moved by _____, seconded by _____

THAT

1. *The application from the (organisation) was not considered in this grants assessment process (details why).*
2. *The assessment process as developed by the Deputy General Manager undertaken by the Assessment Panel of the Facilities and Recreation Committee, plus ### (number) Council Officers be endorsed;*
3. *The attached summary document (marked Southern Midlands Council Community Small Grants Program 20## – Recommend to Council) articulates the final decisions that have been calculated and endorsed based on the Southern Midlands Council Community Small Grants Program 20## assessment;*
4. *The financial allocations for the (####) round of the Southern Midlands Council Community Small Grants be subsequently submitted to the next Full Council meeting for ratification; and*

CARRIED

Councillor	Vote For	Vote Against

Process accountability by:

Andrew Benson
Deputy General Manager



**SOUTHERN MIDLANDS
EMERGENCY MANAGEMENT COMMITTEE**

MINUTES OF MEETING

Minutes of a meeting of the Southern Midlands Emergency Management Committee held on Tuesday 5th September 2023 at the Municipal Offices, Oatlands commencing at 6.30 p.m.

Committee: Councillor Rowena McDougall (Chairperson)
Tim Kirkwood (Municipal Coordinator / General Manager SMC)
Wendy Young (Deputy Municipal Coordinator & Municipal Recovery Coordinator SMC)
David Richardson (Manager Infrastructure & Works SMC)
Craig Whatley (Senior Works Coordinator SMC)
Rachel Boughton (Director of Nursing - Midlands Multi-Purpose Health Centre)
Dr Michael Lees (GP Services, Midlands Multi-Purpose Health Centre)
Senior Sergeant Mark Williams (Tasmania Police)
Jason Vinen – Acting District Officer - Tasmania Fire Service (Midlands District)
Kerry Mancey (Brigade Captain - Oatlands Volunteer Fire Brigade)
Robin Howlett (Tasmania Fire Service – Group Officer Coal River Group)
Adam McGarvie – Senior Intensive Care Paramedic (Ambulance Tasmania, Oatlands)
Kim Fazackerly (State Emergency Service – Regional Manager - South)
Jason Robins (SES SMC RCR Unit Manager)

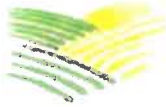
For Information:

For the benefit of new members, the following is an extract from the *Emergency Management Act 2006* relating to the functions and powers of Municipal Committees:

“22. Functions and powers of Municipal Committees

(1) Each Municipal Committee has the following functions:

- (a) to institute and coordinate, and to support the institution and coordination of, emergency management in the municipal area or, in the case of a combined area, in the municipal areas that constitute the combined area, including the preparation and review of the Municipal Emergency Management Plan and Special Emergency Management Plans that relate to emergency management in that municipal area or any one or more of those municipal areas;***
- (b) to determine and review emergency management policy for the municipal area, or the municipal areas, referred to in [paragraph \(a\)](#) ;***
- (c) to review the management of emergencies that have occurred in the municipal area, or the municipal areas, referred to in [paragraph \(a\)](#) and identify and promote opportunities for improvement in emergency management;***
- (d) to report to the Regional Controller on any municipal matters that relate to the functions and powers of the Regional Controller or Regional Committee;***



**SOUTHERN MIDLANDS
EMERGENCY MANAGEMENT COMMITTEE**

(e) at the direction of the Municipal Chairperson or a Municipal Coordinator, to assist him or her or a council in the performance and exercise of his, her or its functions and powers under this Act;

(f) other functions imposed from time to time by the Regional Committee or Regional Controller;

(fa) other functions imposed on the Municipal Committee by a Municipal Emergency Management Plan or a Special Emergency Plan that relates to emergency management in the municipal area, or the municipal areas, referred to in [paragraph \(a\)](#) ;

(g) other functions imposed by this or any other Act;

(h) prescribed functions.

(2) A Municipal Committee has the following powers:

(a) to establish subcommittees for the purposes of assisting it in the performance and exercise of its functions and powers;

(b) prescribed powers;

(c) to do all other things necessary or convenient to be done in connection with the performance and exercise of its functions and powers.

1. Attendance / Self Introductions

Mayor Edwin Batt (Acting Chair), Wendy Young (Deputy Municipal Coordinator & Municipal Recovery Coordinator SMC); David Richardson (Manager Infrastructure & Works SMC); Craig Whatley (Senior Works Coordinator SMC); Senior Sergeant Mark Williams (Tasmania Police); Jason Vinen – Acting District Officer - Tasmania Fire Service (Midlands District); Kerry Mancey (Brigade Captain - Oatlands Volunteer Fire Brigade); Robin Howlett (Tasmania Fire Service – Group Officer Coal River Group); Adam McGarvie – Senior Intensive Care Paramedic (Ambulance Tasmania, Oatlands); Kim Fazackerly (State Emergency Service – Regional Manager - South) via telephone; Jason Robins (SES SMC RCR Unit Manager).

Other Attendees: Emma Gardner - Regional Emergency Management Coordinator (South); Madilyn Walker – Volunteer Engagement Officer Tasmania Fire Service; Grant Finn – Manager Development & Environmental Services SMC and Rachel Collis – Animal Management Officer SMC.

2. Apologies

Councillor Rowena McDougall; Tim Kirkwood (Municipal Coordinator / General Manager SMC); Rachel Boughton (Director of Nursing - Midlands Multi-Purpose Health Centre); Dr Michael Lees (GP Services, Midlands Multi-Purpose Health Centre) and Kerry Mancey (Brigade Captain - Oatlands Volunteer Fire Brigade).



3. Confirmation of Minutes (Previous Meeting) / Business Arising

Refer Minutes of previous meeting held 16th March 2021 (attached).

RECOMMENDATION

THAT the Minutes of the previous meeting held 16th March 2021, as circulated, be confirmed.

COMMITTEE'S DECISION

Moved by Craig Whatley, seconded by Robin Howlett

THAT the Minutes of the previous meeting held on the 16th March 2021 be confirmed.

CARRIED

4. Southern Midlands Municipal Emergency Management Plan

4.1 Southern Midlands Municipal Emergency Management Plan

In accordance with the *Emergency Management Act 2006*, each Municipal Committee is required to prepare a plan for emergency management in the municipal area or municipal areas in respect of which the Municipal Committee has the responsibility of instituting and coordinating emergency management.

The Municipal Committee last reviewed the Plan in March 2021 (Issue 8), which was subsequently endorsed by Council and submitted for formal approval and sign-off.

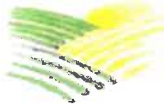
Confirmation has been received that the Southern Midlands Municipal Emergency Management Plan (MEM) Issue 8 was approved and signed by Commissioner Darren Hine on 26th April 2021.

Whilst the Southern Midlands Plan is due for review, the Emergency Management Unit (State Emergency Service) is currently preparing a new template for Municipal Emergency Management Plans. It is recommended that the review process be deferred pending completion of the new template.

Emma Gardner advised that the new Template has been approved and will be circulated in the next day or so.

Emergency Evacuation Centre (Action Document):

This is a separate document that provides a framework and practical guide in the event that Council is required to establish an Emergency Evacuation Centre in the Southern Midlands.



Council officers act as the 'Evacuation Centre Manager' with the following persons being responsible for the initial establishment and operation:

- Amanda Burbury – Jericho to Oatlands
- Frith James – Mangalore to Jericho, including Campania and Colebrook

RECOMMENDATION

THAT the information be received and noted.

COMMITTEE'S DECISION

RESOLVED THAT the information be received.

5. General Business

5.1 Tasmanian Fire Service

TFS Acting District Officer (Midlands District), Mr Jason Vinen, to brief the Committee in relation to the forecast(s) for the upcoming bushfire season and associated preparation's.

Note: Bushfire is obviously identified as a major risk within the *Southern Midlands Emergency Management Plan*.

Jason introduced Madilyn to the Committee and advised that her role was to support volunteer brigades to recruit and train new members. Oatlands and Woodsdale are urgently requiring new members. Oatlands currently have only 5.

TFS have air craft capacity that will support volunteer brigades and they are able to respond immediately.

The Soil Dryness index for the area is higher than normal with Oatlands at 54 and Melton Mowbray at 147. This indicates an early fire season and will dictate when the permit period will commence. Require a contact list of machinery operators within the area. New fire danger rating system and this will require changes to how to register burns and fire permits.

The new radio system will go live for TFS on the 25th September with the Taspol currently using the system.



5.2 State Emergency Service

Kim Fazackerly (State Emergency Service – Regional Manager - South) to brief the Committee in relation to current SES activities and initiatives.

Kim will also provide an update regarding the current structure within SES as part of the Department of Police, Fire and Emergency Management.

Kim advised that the current structure will be retained. The Southern Midlands SES Unit (i.e. Oatlands & Kempton) have attended 26 incidents and have the highest percentage of members meeting the 60% active participation criteria. SES are concerned about volunteers wearing 'dual hats' (i.e. SES & TFS) and over exposure to mental health and well-being issues. There will be focus workshop on wellness.

Training on the new radio system will be carried out in the coming week before the go live date. Priorities will be infrastructure surveys and leadership training.

Fitting out of the new dual cab Utility has been completed and returned to the Oatlands base.

5.3 Natural Disaster Risk Reduction Program (NDRRGP)

The Southern Midlands Council has secured an amount of \$80,830 through the Natural Disaster Risk Reduction Program (NDRRGP) to undertake a hydraulic assessment in the Bagdad / Mangalore area. This project will assist Council to understand and manage current and future hazards associated with storm and flooding events.

The Southern Midlands Council has matched the grant funding.

The Bagdad / Mangalore Valley is experiencing significant residential growth and there is clear evidence that existing and future properties within the catchment area have been (or will be) affected by inundation of water as a result of there being a number of 'choke points' within the existing water catchment.

The catchment area has a combination of private, State, and Council owned properties and is anticipated that the proposed study will identify various areas that will require a co-ordinated approach to mitigate or reduce the potential of inundation into properties and homes.

The urgency of this project has been highlighted due to the major impact that recent flooding events have had in the area immediately north and south of Iden Road, Bagdad (properties adjoining Horfield Creek). This is a key target area.

Final Report is expected in the next month or so.



RECOMMENDATION

THAT the information be received and noted.

COMMITTEE'S DECISION

RESOLVED THAT the information be received and noted.

6. Other Business:

6.1 RSPCA – Ready Pet Go Program (Information Only)

The RSPCA has been working with emergency management stakeholders to prepare an advice (i.e. brochure and checklist) relating to the preparation of an emergency management plan for pets.

The draft material includes details on etiquette and responsibilities at Evacuation Centres.

The promotional material is being finalised and will be circulated when available.

It was noted that SMC documents reflect the information provided by RSPCA,

6.2 2019-20 Summer Bushfire Recovery Grants Program (Information Only)

6.2.1 Project 1 - Wastewater Reuse for Fire Services Waste water Tanks, with water from the Oatlands Aquatic Centre) – storage capacity of 500,000 Litres – available for emergency firefighting purposes.

Jason Robins advised that the fittings were compatible.

6.2.2 Project 2 - Broadmarsh Hall – Upgrade to enable use as an Emergency Management Recovery Centre

Wendy advised that the redevelopment of the Broadmarsh Hall was currently underway.



6.2 Opportunity for Committee members to raise any other issues.

6.2.1 *Nuisance Abatement Policy (Fire Risk / Hazard Removal)*

Grant Finn advised that Council was currently reviewing the above Policy, and that he was currently liaising with TFS on fire breaks and training options.

RECOMMENDATION

THAT the information be received and noted.

COMMITTEE'S DECISION

RESOLVED THAT the information be received and noted.

7. Closure:

The meeting closed at 7.45 p.m.

8. Next Meeting:

Date and venue to be advised.

Development & Environmental Services
Email: mail@southernmidlands.tas.gov.au
Phone: (03) 62545050
Postal Address: PO Box 21 Oatlands Tas 7120

SOUTHERN
MIDLANDS
COUNCIL



Attachment
AGENDA ITEM 2.1

SMC - KEMPTON

RECEIVED
4/03/2022

APPLICATION FOR PLANNING PERMIT – USE AND DEVELOPMENT
Subdivision Development

Use this form to apply for planning approval in accordance with section 57 and 58 of the *Land Use Planning and Approvals Act 1993*

Applicant / Owner Details:

Owner / s Name Cartney ZEM Pty Ltd atf Four Oaks Superannuation Fund

Postal Address 110 High Street **Phone No:** 0413 299193

Oatlands 7120 **Fax No:**

Email address rick@rickmandelson.com.au

Applicant Name (if not owner) Richard Bruce Mandelson – Director / Trustee

Postal Address 110 High Street **Phone No:** 0413 299193

Oatlands 7120 **Fax No:**

Email address: rick@rickmandelson.com.au

Description of proposed use and/or development:

Address of new use and development: 14 Queen Anne Street Oatlands TAS 7120

Certificate of Title details Prop ID Number 2538947, Title Ref. 141879/1

Description of proposed use or development: Sub divide into 14 blocks, we plan to do a staged development

Current use of land and buildings for each title: vacant land

E.g. are there any existing buildings on these titles?
If yes, what are the main buildings used as?

Is the property Heritage Listed: Please tick ✓ answer
Yes No

Please attach any additional information that may be required by Part 8.1 Application Requirements of the Planning Scheme.

Signed Declaration

I/we hereby apply for a planning approval to carry out the use or development described in this application and in the accompanying plans and documents, accordingly I declare that:

1. The information given is a true and accurate representation of the proposed development. I understand that the information and materials provided with this development application may be made available to the public. I understand that the Council may make such copies of the information and materials as, in its opinion, are necessary to facilitate a thorough consideration of the Development Application. I have obtained the relevant permission of the copyright owner for the communication and reproduction of the plans accompanying the development application, for the purposes of assessment of that application. I indemnify the Southern Midlands Council for any claim or action taken against it in respect of breach of copyright in respect of any of the information or material provided.
2. I am the applicant for the planning permit and I have notified the owner/s of the land in writing of the intention to make this application in accordance with Section 52(1) of the *Land Use Planning Approvals Act 1993* (or the land owner has signed this form in the box below in "Land Owner(s) signature");

Applicant Signature


Applicant Name (print)
RICHARD BRUCE MANDELSTAM

Date
04 MAR 22

Applicant Signature

Applicant Name (print)

Date

or

Land Owner(s) Signature


Land Owners Name (please print)
RICHARD BRUCE MANDELSTAM

Date
04 MAR 22

Land Owner(s) Signature

Land Owners Name (please print)

Date
0

GENERAL SEWER

1. ALL WORKS ARE TO BE IN ACCORDANCE WITH THE SEWERAGE CODE OF AUSTRALIA NSA 02-2014-31 (NRWA EDITION V10) AND THE TASMATER SUPPLEMENT TO THIS CODE.
2. CONNECTIONS TO THE EXISTING SEWER MAIN TO BE CARRIED OUT BY TASMATER AT THE CONTRACTOR'S EXPENSE.
3. ALL TRENCHES, MANHOLES, AND OTHER UNDERGROUND SERVICES TO BE IN ACCORDANCE WITH TABLE 5.1 OF MSA 02-2014-31.
4. ALL SEWER PIPES TO BE SDR 35 PVC 150mm PIPES TO BE CLASS SHW.
5. PIPE INSTALLATIONS TO BE CONSTRUCTED IN ACCORDANCE WITH MSA 02-2014-31 UNLESS EXPOSED CONDITIONS WARRANT OTHERWISE. THE TRENCH EMBEDMENT SYSTEM SHALL BE TYPE B SINGLE SIZED WELL GRADED AS PER TABLE 202-A ON STD DRG. NRWA-S-202, ITEM 6 5/17M SINGLE SIZED PIPE BEDDING SHALL BE AS PER TABLE 202-B ON STD DRG. NRWA-S-202, ITEM 6 5/17M SINGLE SIZED AGGREGATE.
6. TRENCH BACKFILL WITHIN THE ROAD SHALL BE AS PER TABLE 201-A TYPE R TRAFFICABLE 20MM FOR CLASS 3 AS PER VICROADS SPEC 902, COMPACTED IN 150MM LAYERS TO 95% MHDG. PAVEMENT & SEAL TO MATCH ROAD DESIGN.
7. ALL PROPOSED TRENCH EMBEDMENT SYSTEMS SHALL BE AS PER THE APPROVED PRODUCTS CATALOGUE FOR CITY WEST WATER.
8. OBTAIN ALL ROAD OPENING PERMITS PRIOR TO COMMENCING.

SEWER NOTES

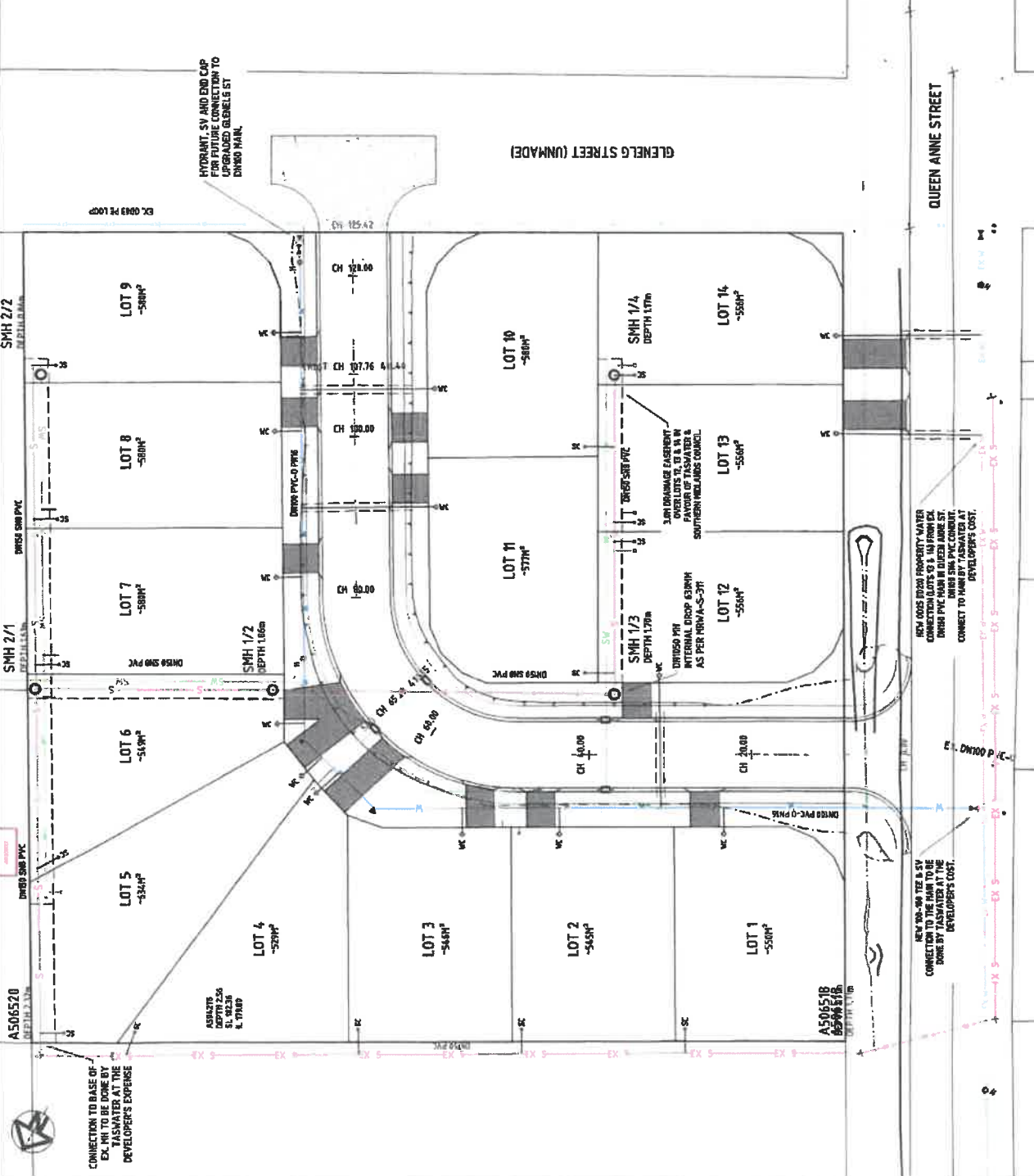
1. PROVIDE DNRD SEWER PROPERTY CONNECTIONS TO THE NEW LOTS AS INDICATED ON THE PLAN. PROPERTY CONNECTIONS TO BE CONSTRUCTED IN ACCORDANCE WITH NSAA STANDARD DRAWING NRWA-S-302.
2. PROPERTY ID COVER TO BE FINISHED 100MM ABOVE SURROUNDING SURFACE.
3. PROPERTY ID TO BE WORK 1.0M FROM DOWNSLOPE BOUNDARY. FINISH 100MM 0.3M INSIDE BOUNDARY, GRADE AT MIN. 1% IN 60.

GENERAL WATER

1. ALL WORKS ARE TO BE IN ACCORDANCE WITH THE WATER SUPPLY CODE OF AUSTRALIA WSA 03-2011-31 (NRWA EDITION V2.0) AND THE TASMATER SUPPLEMENT TO THIS CODE.
2. RECOMMENDATIONS TO PUBLIC WATER MAINS TO BE CARRIED OUT BY TASMATER AT CONTRACTOR'S EXPENSE.
3. DEVELOPER TO PAY WATER METER FEE TO TASMATER PRIOR TO PLACING ON MAINTENANCE.
4. ALL ROAD AND DRIVEWAY CROSSINGS TO BE BACKFILLED WITH 20MM FOR BASE A) TO FINISHED SURFACE LEVEL OR THE UNDERSIDE OF THE PAVEMENT, ROAD SURFACE TO BE REINSTATED TO MATCH EXISTING.
5. ALL WATER MAINS TO BE 150MM DIA. PIPES AND SIPSPOOT FEE PLUGS TO BE IN ACCORDANCE WITH STD DRG. NRWA-201, ITEM 6 5/17M SINGLE SIZED PIPE BEDDING SHALL BE AS PER TABLE 202-A ON STD DRG. NRWA-S-202, ITEM 6 5/17M SINGLE SIZED AGGREGATE.
6. FIRE PLUG MARKING TO BE IN ACCORDANCE WITH SECTION 9 OF THE INSTITUTE OF MUNICIPAL ENGINEERING AUSTRALIA'S TASMANIA DIVISION DOCUMENT "FIRE HYDRANT GUIDELINES".
7. FIRE PLUG MARKING TO BE PLACED OVER ALL NON-METALLIC WATER MAINS WITHIN 300MM OF THE SURFACE.
8. DISPECT WATER MAINS BEFORE PLACING IN SERVICE AND AFTER COMPLETION OF PRESSURE TESTING IN ACCORDANCE WITH WSA 03-2011 VERSION 3.1.
9. ALL DOMESTIC WATER MAINS TO HAVE A VISUAL INSPECTION AND TO BE PRESSURE TESTED AT 800KPA FOR A MINIMUM OF 2 HOURS BY TASMATER PRIOR TO BACKFILLING.
10. TRENCH BACKFILL WITHIN THE ROAD SHALL BE AS PER THE APPROVED PRODUCTS CATALOGUE FOR CITY WEST WATER.
11. PIPE INSTALLATIONS TO BE CONSTRUCTED IN ACCORDANCE WITH MSA 02-2014-31 UNLESS EXPOSED CONDITIONS WARRANT OTHERWISE. THE TRENCH EMBEDMENT SYSTEM SHALL BE TYPE A GRADED AS PER TABLE 202-A ON STD DRG. NRWA-S-202 FOR ALL PIPES WITH GRADE < 10%.
12. UNLESS EXPOSED CONDITIONS WARRANT OTHERWISE, THE TRENCH EMBEDMENT SHALL BE AS PER TABLE 202-B ON STD DRG. NRWA-S-202, ITEM 6 5/17M SINGLE SIZED PIPE BEDDING SHALL BE AS PER TABLE 202-B ON STD DRG. NRWA-S-202, ITEM 6 5/17M SINGLE SIZED AGGREGATE.
13. TRENCH BACKFILL WITHIN THE ROAD SHALL BE AS PER TABLE 201-A TYPE R TRAFFICABLE 20MM FOR CLASS 3 AS PER VICROADS SPEC 902, COMPACTED IN 150MM LAYERS TO 95% MHDG. PAVEMENT & SEAL TO MATCH ROAD DESIGN.

WATER NOTES

1. PROVIDE DNRD 20 UNCL. P160 PE PIPE LOT CONNECTION TO LOTS 1-4, LOTS 10-14, LOTS 19-21, LOTS 22-24, LOTS 25-27, LOTS 28-30, LOTS 31-33, LOTS 34-36, LOTS 37-39, LOTS 40-42, LOTS 43-45, LOTS 46-48, LOTS 49-51, LOTS 52-54, LOTS 55-57, LOTS 58-60, LOTS 61-63, LOTS 64-66, LOTS 67-69, LOTS 70-72, LOTS 73-75, LOTS 76-78, LOTS 79-81, LOTS 82-84, LOTS 85-87, LOTS 88-90, LOTS 91-93, LOTS 94-96, LOTS 97-99, LOTS 100-102, LOTS 103-105, LOTS 106-108, LOTS 109-111, LOTS 112-114, LOTS 115-117, LOTS 118-120, LOTS 121-123, LOTS 124-126, LOTS 127-129, LOTS 130-132, LOTS 133-135, LOTS 136-138, LOTS 139-141, LOTS 142-144, LOTS 145-147, LOTS 148-150, LOTS 151-153, LOTS 154-156, LOTS 157-159, LOTS 160-162, LOTS 163-165, LOTS 166-168, LOTS 169-171, LOTS 172-174, LOTS 175-177, LOTS 178-180, LOTS 181-183, LOTS 184-186, LOTS 187-189, LOTS 190-192, LOTS 193-195, LOTS 196-198, LOTS 199-201, LOTS 202-204, LOTS 205-207, LOTS 208-210, LOTS 211-213, LOTS 214-216, LOTS 217-219, LOTS 220-222, LOTS 223-225, LOTS 226-228, LOTS 229-231, LOTS 232-234, LOTS 235-237, LOTS 238-240, LOTS 241-243, LOTS 244-246, LOTS 247-249, LOTS 250-252, LOTS 253-255, LOTS 256-258, LOTS 259-261, LOTS 262-264, LOTS 265-267, LOTS 268-270, LOTS 271-273, LOTS 274-276, LOTS 277-279, LOTS 280-282, LOTS 283-285, LOTS 286-288, LOTS 289-291, LOTS 292-294, LOTS 295-297, LOTS 298-300, LOTS 301-303, LOTS 304-306, LOTS 307-309, LOTS 310-312, LOTS 313-315, LOTS 316-318, LOTS 319-321, LOTS 322-324, LOTS 325-327, LOTS 328-330, LOTS 331-333, LOTS 334-336, LOTS 337-339, LOTS 340-342, LOTS 343-345, LOTS 346-348, LOTS 349-351, LOTS 352-354, LOTS 355-357, LOTS 358-360, LOTS 361-363, LOTS 364-366, LOTS 367-369, LOTS 370-372, LOTS 373-375, LOTS 376-378, LOTS 379-381, LOTS 382-384, LOTS 385-387, LOTS 388-390, LOTS 391-393, LOTS 394-396, LOTS 397-399, LOTS 400-402, LOTS 403-405, LOTS 406-408, LOTS 409-411, LOTS 412-414, LOTS 415-417, LOTS 418-420, LOTS 421-423, LOTS 424-426, LOTS 427-429, LOTS 430-432, LOTS 433-435, LOTS 436-438, LOTS 439-441, LOTS 442-444, LOTS 445-447, LOTS 448-450, LOTS 451-453, LOTS 454-456, LOTS 457-459, LOTS 460-462, LOTS 463-465, LOTS 466-468, LOTS 469-471, LOTS 472-474, LOTS 475-477, LOTS 478-480, LOTS 481-483, LOTS 484-486, LOTS 487-489, LOTS 490-492, LOTS 493-495, LOTS 496-498, LOTS 499-501, LOTS 502-504, LOTS 505-507, LOTS 508-510, LOTS 511-513, LOTS 514-516, LOTS 517-519, LOTS 520-522, LOTS 523-525, LOTS 526-528, LOTS 529-531, LOTS 532-534, LOTS 535-537, LOTS 538-540, LOTS 541-543, LOTS 544-546, LOTS 547-549, LOTS 550-552, LOTS 553-555, LOTS 556-558, LOTS 559-561, LOTS 562-564, LOTS 565-567, LOTS 568-570, LOTS 571-573, LOTS 574-576, LOTS 577-579, LOTS 580-582, LOTS 583-585, LOTS 586-588, LOTS 589-591, LOTS 592-594, LOTS 595-597, LOTS 598-600, LOTS 601-603, LOTS 604-606, LOTS 607-609, LOTS 610-612, LOTS 613-615, LOTS 616-618, LOTS 619-621, LOTS 622-624, LOTS 625-627, LOTS 628-630, LOTS 631-633, LOTS 634-636, LOTS 637-639, LOTS 640-642, LOTS 643-645, LOTS 646-648, LOTS 649-651, LOTS 652-654, LOTS 655-657, LOTS 658-660, LOTS 661-663, LOTS 664-666, LOTS 667-669, LOTS 670-672, LOTS 673-675, LOTS 676-678, LOTS 679-681, LOTS 682-684, LOTS 685-687, LOTS 688-690, LOTS 691-693, LOTS 694-696, LOTS 697-699, LOTS 700-702, LOTS 703-705, LOTS 706-708, LOTS 709-711, LOTS 712-714, LOTS 715-717, LOTS 718-720, LOTS 721-723, LOTS 724-726, LOTS 727-729, LOTS 730-732, LOTS 733-735, LOTS 736-738, LOTS 739-741, LOTS 742-744, LOTS 745-747, LOTS 748-750, LOTS 751-753, LOTS 754-756, LOTS 757-759, LOTS 760-762, LOTS 763-765, LOTS 766-768, LOTS 769-771, LOTS 772-774, LOTS 775-777, LOTS 778-780, LOTS 781-783, LOTS 784-786, LOTS 787-789, LOTS 790-792, LOTS 793-795, LOTS 796-798, LOTS 799-801, LOTS 802-804, LOTS 805-807, LOTS 808-810, LOTS 811-813, LOTS 814-816, LOTS 817-819, LOTS 820-822, LOTS 823-825, LOTS 826-828, LOTS 829-831, LOTS 832-834, LOTS 835-837, LOTS 838-840, LOTS 841-843, LOTS 844-846, LOTS 847-849, LOTS 850-852, LOTS 853-855, LOTS 856-858, LOTS 859-861, LOTS 862-864, LOTS 865-867, LOTS 868-870, LOTS 871-873, LOTS 874-876, LOTS 877-879, LOTS 880-882, LOTS 883-885, LOTS 886-888, LOTS 889-891, LOTS 892-894, LOTS 895-897, LOTS 898-900, LOTS 901-903, LOTS 904-906, LOTS 907-909, LOTS 910-912, LOTS 913-915, LOTS 916-918, LOTS 919-921, LOTS 922-924, LOTS 925-927, LOTS 928-930, LOTS 931-933, LOTS 934-936, LOTS 937-939, LOTS 940-942, LOTS 943-945, LOTS 946-948, LOTS 949-951, LOTS 952-954, LOTS 955-957, LOTS 958-960, LOTS 961-963, LOTS 964-966, LOTS 967-969, LOTS 970-972, LOTS 973-975, LOTS 976-978, LOTS 979-981, LOTS 982-984, LOTS 985-987, LOTS 988-990, LOTS 991-993, LOTS 994-996, LOTS 997-999, LOTS 1000-1002, LOTS 1003-1005, LOTS 1006-1008, LOTS 1009-1011, LOTS 1012-1014, LOTS 1015-1017, LOTS 1018-1020, LOTS 1021-1023, LOTS 1024-1026, LOTS 1027-1029, LOTS 1030-1032, LOTS 1033-1035, LOTS 1036-1038, LOTS 1039-1041, LOTS 1042-1044, LOTS 1045-1047, LOTS 1048-1050, LOTS 1051-1053, LOTS 1054-1056, LOTS 1057-1059, LOTS 1060-1062, LOTS 1063-1065, LOTS 1066-1068, LOTS 1069-1071, LOTS 1072-1074, LOTS 1075-1077, LOTS 1078-1080, LOTS 1081-1083, LOTS 1084-1086, LOTS 1087-1089, LOTS 1090-1092, LOTS 1093-1095, LOTS 1096-1098, LOTS 1099-1101, LOTS 1102-1104, LOTS 1105-1107, LOTS 1108-1110, LOTS 1111-1113, LOTS 1114-1116, LOTS 1117-1119, LOTS 1120-1122, LOTS 1123-1125, LOTS 1126-1128, LOTS 1129-1131, LOTS 1132-1134, LOTS 1135-1137, LOTS 1138-1140, LOTS 1141-1143, LOTS 1144-1146, LOTS 1147-1149, LOTS 1150-1152, LOTS 1153-1155, LOTS 1156-1158, LOTS 1159-1161, LOTS 1162-1164, LOTS 1165-1167, LOTS 1168-1170, LOTS 1171-1173, LOTS 1174-1176, LOTS 1177-1179, LOTS 1180-1182, LOTS 1183-1185, LOTS 1186-1188, LOTS 1189-1191, LOTS 1192-1194, LOTS 1195-1197, LOTS 1198-1199.



<p>PROPOSED 14 LOT SUBDIVISION 14 QUEEN ANNE ST OATLANDS TAS</p>		<p>CIVIL SERVICES WATER & SEWER</p>	
<p>MR. BECK PARKELOSON 10 HIGH STREET OATLANDS, TASMANIA 7200</p>		<p>PRELIMINARY ONLY DATE: 15/08/2024 PROJECT NO: 332.37-C02</p>	
<p>DTAGG Pty Ltd TAS. ACCREDITATION No. CC7077 M: 0431 965 760 E: glenelg@dtagg.com.au 21 DORNEY ST, DRYBARRY TAS. 7005</p>		<p>332.37-C02</p>	

Peter Coney; Grad Dip Env Planning
Peter.Coney@outlook.com

14 Queen Anne Street, Oatlands

Mr Vincent Butler
By Email: v_butler88@hotmail.com

Dear Vince,

Please see below an assessment of the proposed subdivision of land at 14 Queen Anne Street, Oatlands. I have done this with specific regard for the provisions of the General Residential Zone, as requested by Southern Midlands Council, 22 March 2022.

In short, the proposal demonstrates compliance with each of the applicable standards of the General Residential Zone.

Further, it is evident the driveways are located with sufficient developable area, and are able to be drained to meet the provisions of E5.0 Road and Railway Assets Code, E6.0 Parking and Access Code, and E7.0 Stormwater Management Code.

As such I would expect a conditional permit can be granted.



Proposal

The proposal is for a 14 lot subdivision inclusive of road and appurtenant services, to provide for residential allotments. Each lot has a sufficient building area available to it, which is conducive to compliant dwelling development.

Of relevance to cl 8.10.2 of the Southern Midlands Interim Planning Scheme 2015 (the Scheme), the proposal fulfils the relevant purpose of the General Residential Zone, which is to provide for residential use or development that accommodates a range of dwelling types at suburban densities where full infrastructure services are available, or can be provided.



Site and Locality

The site is a 1.01 ha allotment in Oatlands fronting Queen Anne Street. This area is zoned General Residential, and represents the southern expansion of the town, otherwise bound to the north and west by the Midland Highway, east by Lake Dulverton, and south by land set aside for the municipality's industrial estate.

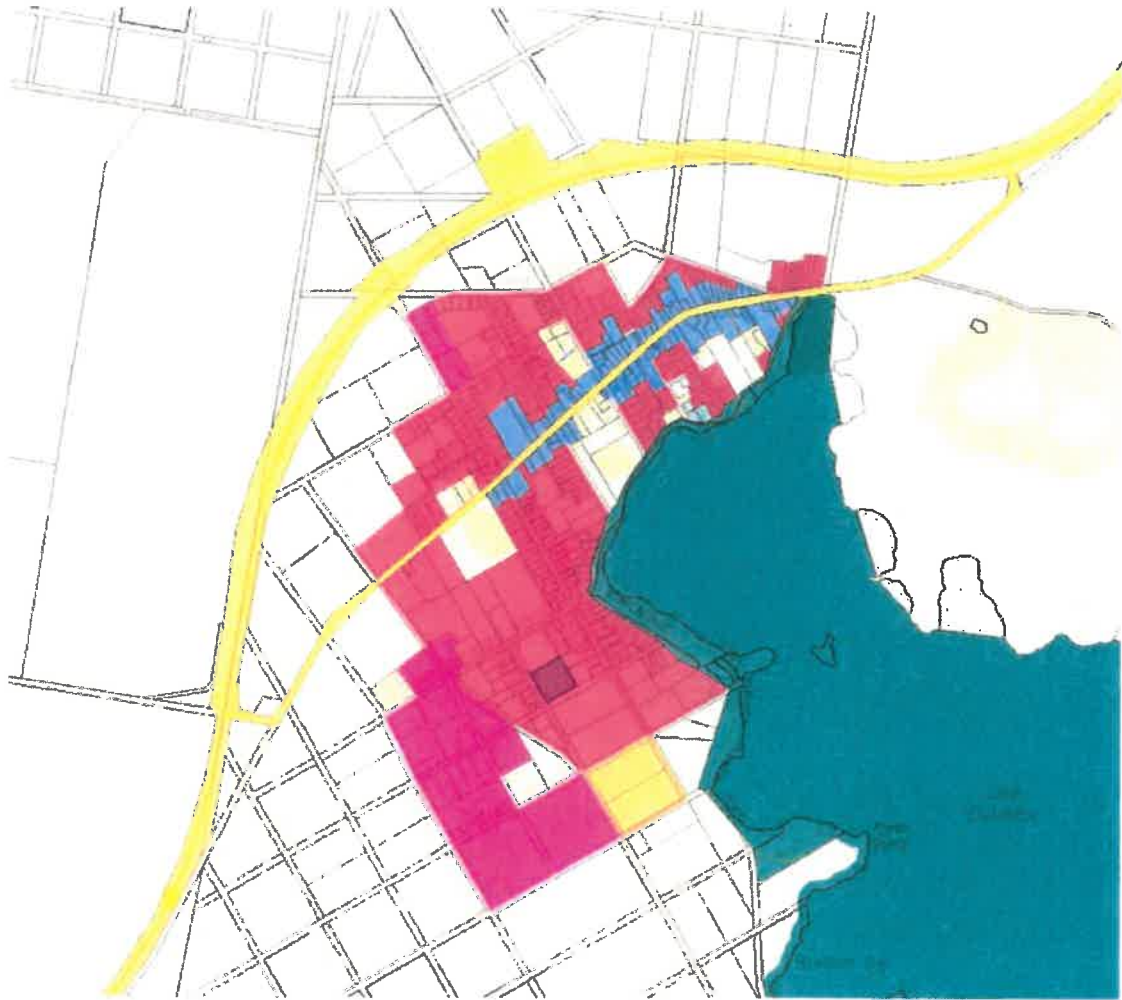


Figure 1. Site (blue) with respect to Oatlands and the application of zones (LISTmap).





Figure 2. Site and immediate surrounds (LISTmap).



Applicable Standards

Specifically, the proposal demonstrates compliance as follows:

10.6 General Residential Zone (GRZ) – Subdivision;

10.6.1 Lot Design (A1) **Complies**

Comment

Noting no lot is within an applicable distance to a school (approx. 700m away), public transport corridor (Redline route approx. 500m), or public open space; the maximum lot size is 1000m².

For a corner lot, the minimum lot size is 550m², whereas for an ordinary lot, it is 450m². In assigning lot types, it is considered that the unmade section of Glenelg Street does not qualify with the definition of a road within the Scheme, and as such these lots ought to be considered as ordinary lots. Therefore only lots 1, 11 and 12 are corner lots.

The compliance of lot sizes in accordance with Table 10.1 is set out below.

Lot Number	Minimum Lot Size	Proposed	Lot Number	Minimum Lot Size	Proposed
1	550m ²	550m ²	8	450m ²	580m ²
2	450m ²	545m ²	9	450m ²	531m ²
3	450m ²	546m ²	10	450m ²	531m ²
4	450m ²	529m ²	11	550m ²	577m ²
5	450m ²	634m ²	12	550m ²	556m ²
6	450m ²	549m ²	13	450m ²	556m ²
7	450m ²	580m ²	14	450m ²	556m ²

Figure 3. Minimum lot size per Table 10.1 of the Scheme.



10.6.1 Lot Design (P2) Complies

Comment

The Acceptable Solution of the standard requires each lot be sufficient to contain a building area which complies with the following:

- (a) clear of the frontage, side and rear boundary setbacks;
- (b) not subject to any codes in this planning scheme;
- (c) clear of title restrictions such as easements and restrictive covenants;
- (d) has an average slope of no more than 1 in 5;
- (e) the long axis of the building area faces north or within 20 degrees west or 30 degrees east of north;
- (f) is 10m x 15m in size.

Compliance with each criterion of the Acceptable solution is set out below at Figure 4. Broadly, owing to the orientation of the north west boundary of the block, a 15m long axis for a building area parallel would be approximately 30° west of north for lots 2 -14.

Though it is feasible a 10 x 15 m² area could with an irregular arrangement provide orientation closer to true north, practical dwelling design may be impeded for little gain. Therefore, a discretionary consideration of lot arrangement for lots 2-14 is sought, where building areas are proposed to be parallel to the boundaries. Only for lot 1, is it considered preferable that the long axis be sited perpendicular to north, and this is feasible owing to the lot size.

Specifically, the performance criteria of the standard require;

The design of each lot must contain a building area able to satisfy all of the following:

- (a) be reasonably capable of accommodating residential use and development;
- (b) meets any applicable standards in codes in this planning scheme;
- (c) enables future development to achieve maximum solar access, given the slope and aspect of the land;
- (d) minimises the need for earth works, retaining walls, and fill and excavation associated with future development;
- (e) provides for sufficient useable area on the lot for both of the following;
 - (i) on-site parking and manoeuvring;
 - (ii) adequate private open space.



For (a) and (c), a minor 10° variation from the ideal true north orientation is of negligible consequence when regard is had for contemporary building design, which predominately tends to open plan. Generally, the lot layout as proposed makes it entirely feasible that an open plan dwelling with windows parallel to the proposed boundaries will provide adequate access to light within habitable spaces other than bedrooms. The land also is relatively flat and unencumbered by vegetation or undulations preventing access to light irrespective of siting.

For (b), the site is unencumbered by code applying overlays, and is of sufficient size to comply with E6.0 Parking and access, as well as E7.0 Stormwater Drainage and Disposal.

For (d), the site is relatively flat, falling to the north east; and

For (e), see (b).

With regard for the above, it is considered that the proposal demonstrates an arrangement conducive to a high degree of residential amenity, and furthers the purpose of the zone, to provide for an efficient utilisation of developable land.

It is considered the proposal complies.



Lot Number	(a)	(b)	(c)	(d)	(e)	(f)
1	Y	Y	Y	Y	Y	Y
2	Y	Y	Y	Y	N	Y
3	Y	Y	Y	Y	N	Y
4	Y	Y	Y	Y	N	Y
5	Y	Y	Y	Y	N	Y
6	Y	Y	Y	Y	N	Y
7	Y	Y	Y	Y	N	Y
8	Y	Y	Y	Y	N	Y
9	Y	Y	Y	Y	N	Y
10	Y	Y	Y	Y	N	Y
11	Y	Y	Y	Y	N	Y
12	Y	Y	Y	Y	N	Y
13	Y	Y	Y	Y	N	Y
14	Y	Y	Y	Y	N	Y

Figure 4. Table of compliance with criteria of Acceptable Solution for 10.6.1 (A2).



10.6.1 Lot Design (P3) Complies

Comment

The compliance of each lot with the Table 10.2 is set out below. For corner lots, it is considered that the distinction between higher order and lower order roads is imprecise, though reasonably they may relate to the road class per the transport class of the road centrelines layer of LIST. On this, Queen Anne Street is classed as a Local Road, and the proposed road as part of the subdivision similarly will be a Local Road. There is then no hierarchy established between these roads. The allocation of frontage is considered then with regard to optimised solar access (shown as a bearing in parentheses).

Lot Number	Minimum Frontage	Proposed	Lot Number	Minimum Frontage	Proposed
1	15m	14m (SE)	8	15m	18.2m
2	15m	20m	9	15m	16m
3	15m	16m	10	15m	16m
4	15m	6m	11	15m	13.9 (NW)
5	15m	6m	12	15m	11.9 (SW)
6	15m	8.4m	13	15m	18.3m
7	15m	18.2m	14	15m	18.3m *

Figure 5. Demonstrating compliance with Table 10.2 of the Scheme, where green meets the Acceptable Solution and amber does not.

Note for Lot 14 the truncations for Glenelg Street are not necessary thus increasing the frontage to 18.3.

The proposal is therefore reliant on the performance criteria which require;

The frontage of each lot must satisfy all of the following:

- (a) *provides opportunity for practical and safe vehicular and pedestrian access;*



- (b) *provides opportunity for passive surveillance between residential development on the lot and the public road;*
- (c) *is no less than 6m.*

For (a), the proposed accesses are entirely useable, and are considered to have a negligible effect on traffic flows within the road network, owing to the low likely number of vehicle movements in the proposed road.

Specifically for lot 11, siting the access at the secondary frontage affords better sight lines than if the accesses were sited at the primary frontage.

For (b), frontage fence design being traditionally lower, and with a higher degree of transparency will afford mutual surveillance between the road and access. Further, the separation of the road edge to the boundary of lots 4, 5, and 6 increases the distance for a vehicle to travel before entering the road, thereby negating the impact of a sub 15m frontage with respect to visibility.

It is considered the proposal complies.

8.6.1 Lot Design (A4) **Complies**

Comment

No lot is an internal lot.



8.6.1 Lot Design (P5) **Complies**

Comment

The proposal is for 14 lots, and therefore is reliant on the performance criteria, which require;

Arrangement and provision of lots must satisfy all of the following;

- (a) have regard to providing a higher net density of dwellings along:
 - (i) public transport corridors;*
 - (ii) adjoining or opposite public open space, except where the public open space presents a hazard risk such as bushfire;*
 - (iii) within 200 m of business zones and local shops;**
- (b) will not compromise the future subdivision of the entirety of the parent lot to the densities envisaged for the zone;*
- (c) staging, if any, provides for the efficient and ordered provision of new infrastructure;*
- (d) opportunity is optimised for passive surveillance between future residential development on the lots and public spaces;*
- (e) is consistent with any applicable Local Area Objectives or Desired Future.*

With regard for (a) it is evident in demonstrating compliance with the other requirements of the standard that no sub criteria are applicable, nor is it suitable for a higher net density in any event, owing to the layout providing a high degree of residential amenity to satisfy (P2), and consistency with the surrounds of Oatlands which is not a new suburb (per (e) of the objective).

For (b) the entirety of the parent lot is proposed to be subdivided.

For (c), at present no staging is proposed.

For (d), passive surveillance between residential development and the proposed road (as a public space) is entirely feasible.

For (e), there are no applicable Local Area Objectives or Desired Future Character Statements.

It is considered the proposal complies.



8.6.2 Roads (PI) Complies

Comment

The proposal includes a new road, and is therefore reliant on the performance criteria which require;

The arrangement and construction of roads within a subdivision must satisfy all of the following:

- (a) the route and standard of roads accords with any relevant road network plan adopted by the Planning Authority;*
- (b) the appropriate and reasonable future subdivision of the entirety of any balance lot is not compromised;*
- (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;*
- (d) an acceptable level of access, safety, convenience and legibility is provided through a consistent road function hierarchy;*
- (e) cul-de-sac and other terminated roads are not created, or their use in road layout design is kept to an absolute minimum;*
- (f) connectivity with the neighbourhood road network is maximised;*
- (g) the travel distance between key destinations such as shops and services is minimised;*
- (h) walking, cycling and the efficient movement of public transport is facilitated;*
- (i) provision is made for bicycle infrastructure on new arterial and collector roads in accordance with Austroads Guide to Road Design Part 6A;*
- (j) any adjacent existing grid pattern of streets is extended, where there are no significant topographical constraints.*

For (a), it is proposed that the road be constructed in accordance with the LGAT Standard drawings. No network plan for the area is available.

(b), Is not relevant.

For (c), the future subdivision of folio of the Register I 15855/83 is entirely feasible irrespective of the subject site including a road which terminates with a cul de sac. The formation of Glenelg Street may as an unnecessary cost be avoided by cul de sacs, noting the modest lot yield for both sites, negating the need for multiple through roads.



For (d), noting the above, the proposed road presents a logical step to higher density development in the area.

For (e), the proposal is, noting the modest lot yield, sufficiently serviceable by a cul de sac which in this instance presents short access to Queen Anne Street without risk of through traffic. A through road connecting to fR115855/83 would be excessive noting the need to form either the whole of Glenelg Street, or even a further portion, when equally that lot could be serviced by a new road with a junction at Queen Anne Street, or Stanley Street.

For (f), the subdivision plan facilitates further extension of the road network noting ZGlenelg Street is unmade, and no network plan is available.

For (g), the layout is efficient with respect to civic amenities, services and shops

For (h), the proposal does not preclude walking, cycling or public transport, and it is intended to contribute to the pedestrian network as part of the road design.

(i), is not relevant

For (j), the site is within an existing grid pattern, and this is somewhat extended by the complementary 90° cul de sac formation.

It is considered the proposal complies.



10.6.3 Ways and Public Open Space (PI) Complies

Comment

There is no acceptable solution for this standard. The proposal is therefore reliant on the performance criteria which require;

The arrangement of ways and public open space within a subdivision must satisfy all of the following:

- (a) connections with any adjoining ways are provided through the provision of ways to the common boundary, as appropriate;*
- (b) connections with any neighbouring land with subdivision potential is provided through the provision of ways to the common boundary, as appropriate;*
- (c) connections with the neighbourhood road network are provided through the provision of ways to those roads, as appropriate;*
- (d) convenient access to local shops, community facilities, public open space and public transport routes is provided;*
- (e) new ways are designed so that adequate passive surveillance will be provided from development on neighbouring land and public roads as appropriate;*
- (f) provides for a legible movement network;*
 - (g) the route of new ways has regard to any pedestrian & cycle way or public open space plan adopted by the Planning Authority;*
 - (h) Public Open Space must be provided as land or cash in lieu, in accordance with the relevant Council policy.*
 - (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, corners or other opportunities for concealment).*



An amended site plan has been prepared which provides for connections (both pedestrian and vehicle) with the broader road network. This network facilitates access to businesses and amenities. To infill and connect to this is considered sufficient to satisfy the appropriate performance criteria. It is noted there is no policy regarding the strategic provision of footpaths in Oatlands publicly available. The road layout and location of the subject site are considered restrictive to the provision of an accessway in addition to the roads.

It is understood that a requirement for the payment of cash in lieu of the provision of public open space will be made pursuant to Council policy and section 117 of the *Local Government (Building and Miscellaneous Provisions) Act 1993*.

It is considered the proposal complies.

10.6.4 Services (A1) (A2) (A3) (P4) Complies

Comment

Indicative services plan show all lots are serviceable with potable water (A1), reticulated sewerage (A2), and stormwater management, subject to provision of mains infrastructure (A3).

With respect to (A4), the proposal includes a new road, and as such is reliant on the performance criteria which require;

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.

The proposed road is of sufficient reserve width to provide fibre optic pits and the like, as well as underground electricity supply.

It is noted there is presently no fibre service or optical fibre connections for the NBN in Oatlands.

It is considered the proposal complies.




Conclusion

As identified above, the proposal complies with each of the applicable standards of the relevant standards for the General Residential Zone.

It is my understanding a Stormwater Management Report has been requested and will suitably address the provisions of E7.0 Stormwater Management Code.

With regard for the relevant sections of Part 3 of the *Local Government (Building and Miscellaneous Provisions) Act 1993* (LGBMP), it is considered the subdivision should be approved by Council, and relevant conditions will be imposed for the provision of easements, and for a payment instead of the provision of public open space, in accordance with Council policy and section 117 of the LGBMP Act.



Regards, Peter.



TO:	Southern Midlands Council	PAGE:	1 of 8
ATTENTION:	Louisa Brown – Planning Officer	DATE:	28.09.2022
PROJECT:	14 Queen Anne St Oatlands – 14 lot subdivision	PROJECT #:	332.37
FROM:	Glenn Allen	REFERENCE:	332.37-M01
FAX OR EMAIL #:	mail@southernmidlands.tas.gov.au		
TRANSMITTED BY:	Mail <input type="checkbox"/> , Hand <input type="checkbox"/> , Fax <input type="checkbox"/> , Email <input checked="" type="checkbox"/>		
SUBJECT:	RE: SA2022/5 RAI – Stormwater Management		

1 BACKGROUND

This memo is provided in response to the Southern Midlands Council request for further information to address stormwater provisions for the new development. The RAI extract and relevant Scheme clause are shown below:

4. Stormwater Management Report

Please provide a Stormwater Management Report prepared by a suitably qualified person, addressing the requirements of E7.0 Stormwater Management Code of the Southern Midlands Interim Planning Scheme 2015.

The report should address:

- a. The capacity of the existing stormwater network;
- b. Proposed stormwater quality and treatment. Council may consider a financial contribution to provide treatment downstream of the development.
- c. Overland flow paths; and
- d. The provision to convey stormwater from the south west of the development through the site.

01.08.2023

Table 1 - Clause E7.7 Development Standards - Table E7.7.1**Objective:**

To ensure that stormwater quality and quantity is managed appropriately.

Acceptable Solutions**A1**

Stormwater from new impervious surfaces must be disposed of by gravity to public stormwater infrastructure.

A2

A stormwater system for a new development must incorporate water sensitive urban design principles #1 for the treatment and disposal of stormwater if any of the following apply:

- (a) the size of new impervious area is more than 600 m²;
- (b) new car parking is provided for more than 6 cars;
- (c) a subdivision is for more than 5 lots.

A3

A minor stormwater drainage system must be designed to comply with all of the following:

- (a) be able to accommodate a storm with an ARI of 20 years in the case of non-industrial zoned land and an ARI of 50 years in the case of industrial zoned land, 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.

A4

A major stormwater drainage system must be designed to accommodate a storm with an ARI of 100 years.

Performance Criteria**P1**

Stormwater from new impervious surfaces must be managed by any of the following:

- (a) disposed of on-site with soakage devices having regard to the suitability of the site, the system design and water sensitive urban design principles
- (b) collected for re-use on the site;
- (c) disposed of to public stormwater infrastructure via a pump system which is designed, maintained and managed to minimise the risk of failure to the satisfaction of the Council.

P2

A stormwater system for a new development must incorporate a stormwater drainage system of a size and design sufficient to achieve the stormwater quality and quantity targets in accordance with the State Stormwater Strategy 2010, as detailed in Table E7.1 unless it is not feasible to do so.

P3

No Performance Criteria.

P4

No Performance Criteria.

Clause E7.7 A2 references the acceptable stormwater quality and quantity targets that should be achieved unless it is not feasible to do so:

Table 2 - Clause E7.7 Development Standards – Table E7.1

80% reduction in the average annual load of total suspended solids (TSS) based on typical urban stormwater TSS concentrations.

45% reduction in the average annual load of total phosphorus (TP) based on typical urban stormwater TP concentrations.

45% reduction in the average annual load of total nitrogen (TN) based on typical urban stormwater TN concentrations.

Stormwater quantity requirements must always comply with requirements of the local authority including catchment-specific standards. All stormwater flow management estimates should be prepared according to methodologies described in Australian Rainfall and Runoff (Engineering Australia 2004) or through catchment modelling completed by a suitably qualified person.

2 METHODOLOGY

This assessment is based on the proposed road and drainage layouts as shown on the NTCADS development application drawing 332.37-C01 Rev B dated 01.09.2022.

Stormwater analysis of the pre- and post-developed site is done in accordance with the Australian Rainfall & Runoff 2019 (ARR) methodologies. Design rainfall values are

obtained from the Bureau of Meteorology. Pre-developed site runoff parameters are taken from the ARR data hub for the Derwent River Region (initial loss 25mm/hr, continuing loss 4.6mm/hr). These figures are for the rural area as shown in Figure 1, and should not be applied to urban areas.

It is noted that the BOM design rainfall values are bursts, not complete storms. The initial loss values from ARR are for complete storms, not bursts. Therefore the initial loss values need to be reduced so they are suitable for bursts. In accordance with ARR recommendations, the burst initial loss is the storm initial loss minus the pre-burst rainfall depth. These figures are provided from the data hub and applied as follows:

**Table 3: ARR Burst Losses
Median Preburst Depths and Ratios**

Values are of the format depth (ratio) with depth in mm

min (h) AEP (%)	50	20	10	5	2	1
60 (1.0)	4.1 (0.346)	5.2 (0.322)	5.9 (0.308)	6.6 (0.296)	4.9 (0.186)	3.7 (0.123)
90 (1.5)	3.2 (0.230)	4.3 (0.225)	5.0 (0.221)	5.6 (0.218)	5.0 (0.165)	4.6 (0.134)
120 (2.0)	2.5 (0.155)	4.0 (0.188)	5.1 (0.201)	6.1 (0.210)	5.4 (0.160)	4.9 (0.130)

For this analysis it is reasonable that the ARR rural losses obtained from the region shown in Figure 1 are applicable, as seen in Figure 2 which indicates the primary ground cover in the surrounding the subdivision catchment is cleared pasture.

A conservative approach is therefore taken with regard to losses, reducing the ARR rural figures and applying the pre-burst losses:

Initial Loss: 15mm

Continuing Loss: 3.5mm/hr

Runoff is assessed using the data & methodology above, and is applied via the Watercom program DRAINS. The model is not calibrated against any local stream gauge as it would not be particularly relevant to this rural/urban project which is seeking to compare pre- and post-developed runoff states.

Site and pipe levels are derived from the November 2021 survey, incorporating the drainage network through to Lake Dulverton.

Catchment information is derived from aerial images and the Tasmanian Flood Recovery 2019 Lidar dataset. The existing overland flow paths have been derived from contours and a site inspection to confirm. Figure 3 shows the catchment to be assessed with regard to flows to pits/culverts and overland flow paths through to Lake Dulverton.



Figure 2: Catchment Ground Cover



Figure 3: Proposed Development, Existing Catchment & Overland Flow Paths



Figure 4: Queen Anne St - Overland Flow Path from Swale



Discharge from the DN300 headwall below the 3.11 hectare catchment bounded by Tunnack Rd and Queen Anne St. Swale overflows through the proposed development when flow depth exceeds 70mm.



Downstream overland flow path as Queen Anne St roadside swale, discharges to Stanley/Lake St at Lake Dulverton. Capacity before spilling to overland flow: 270L/S.

3 STORMWATER RUNOFF ANALYSIS

The DRAINS model has been run for the AEP 5% and 1% (approx. 20 year and 100 year events), for a range of bursts from 10 minutes to 2 hours. The model has been run for the pre-developed condition (majority pervious with rural losses applied, road and roof fraction as impervious), and the developed condition (impervious roof and pavement, remaining pervious areas with reduced rural losses applied).

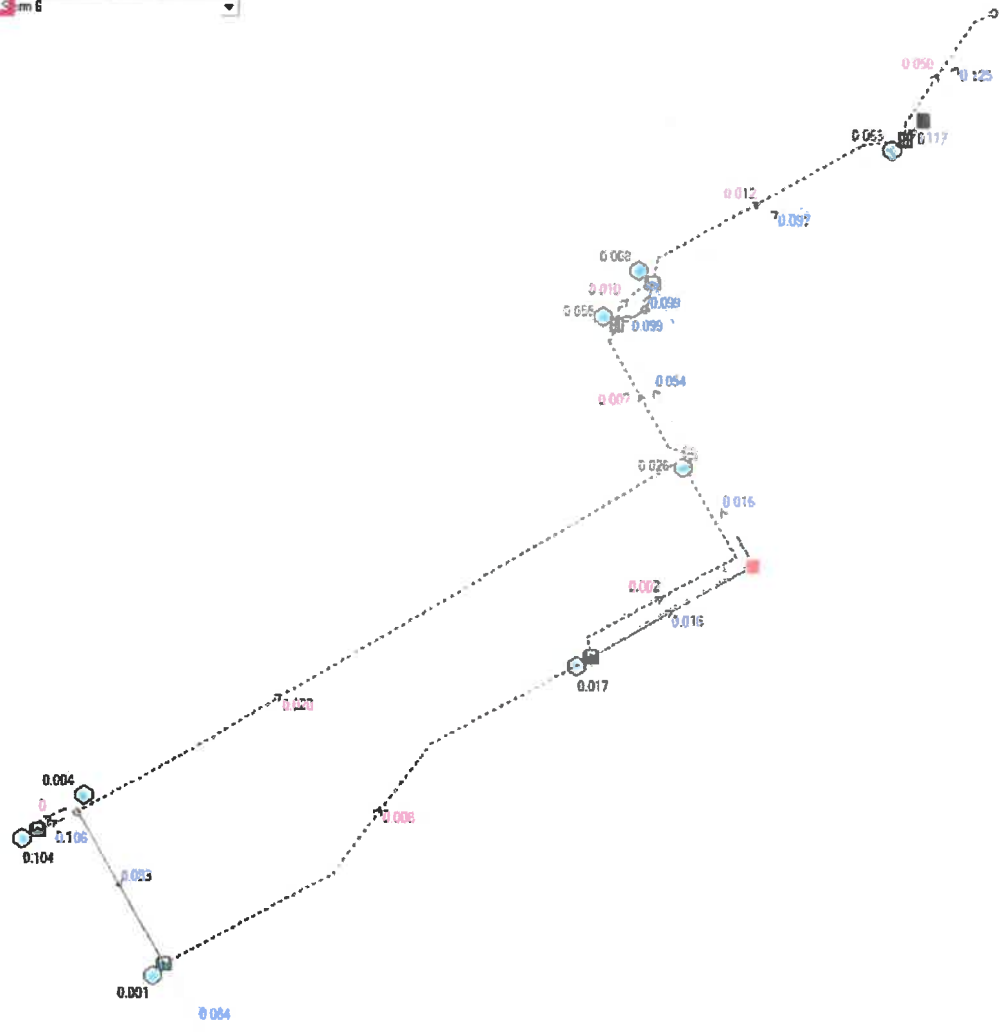
The figures below show the critical flows and discharges for the AEP 5% and 1% events pre- and post-developed catchment. The critical flows are the peaks for that pipe or catchment derived from the application of the storm ensembles across the various burst time periods. From this analysis the critical burst duration and ensemble storm number is selected.

The post-developed figures present the system performance under the peak catchment discharge which is a longer duration event allowing the entire upstream rural areas to contribute. The proposed development can alter some present overland flow paths, which may result in adverse downstream effects.

The peak system discharge resulting from the short duration event falling on the new subdivision road and future roof areas is also presented, to ensure there are not peaks which exceed the piped network.

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Figure 6: AEP 5% Pre-Developed Critical - Peak Ensemble

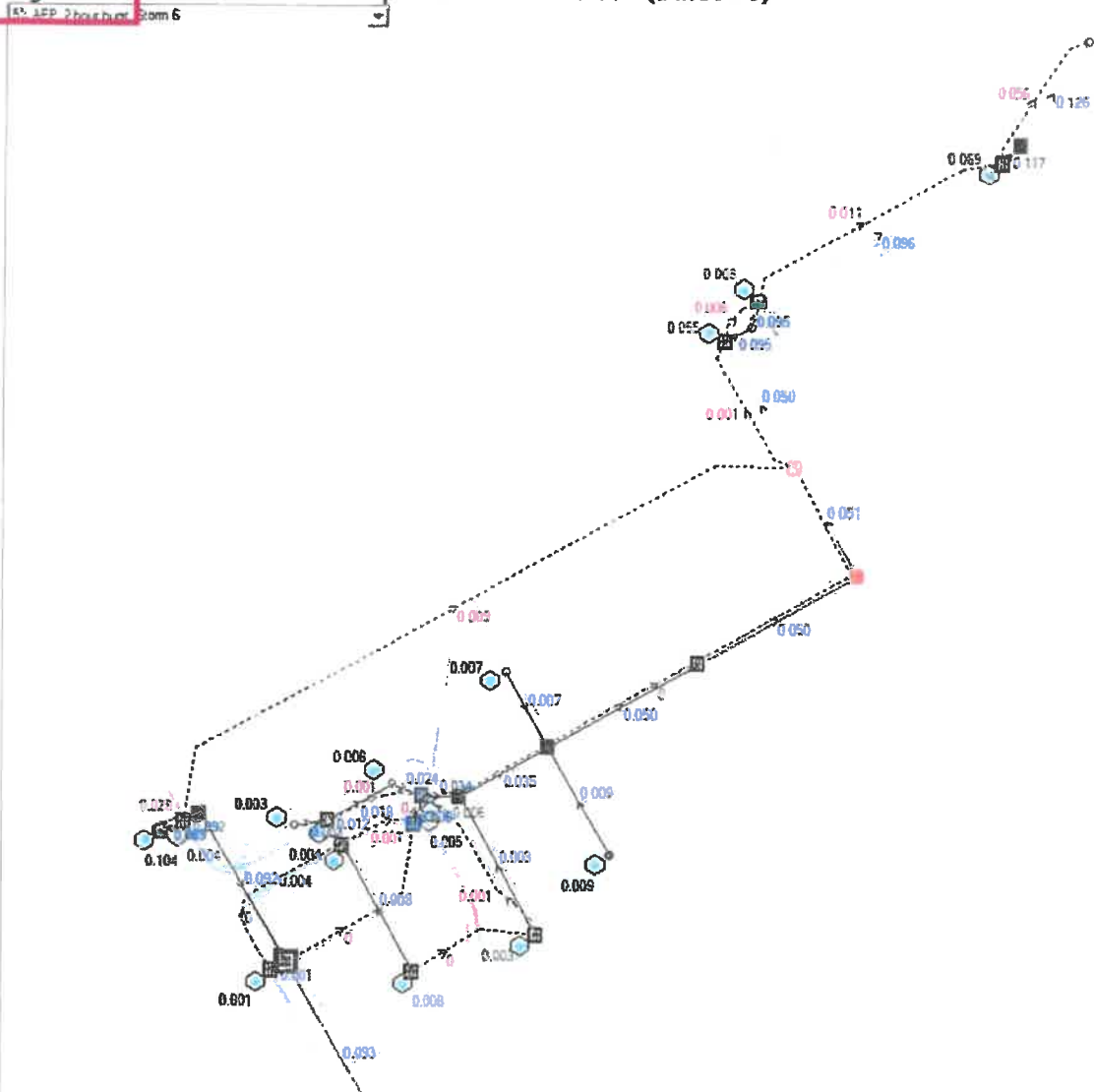


Minor overland flow results from the Queen Anne St culvert overtopping the roadside swale as shown in Figure 4, passing through 14 Queen Anne St. Discharge is contained within the piped network until minor surcharging occurs at the Stanley St headwall, passing through Lots 76-80 Stanley St to the Esplanade, before an increase in the overtopping flow passes to Lake Dulverton.

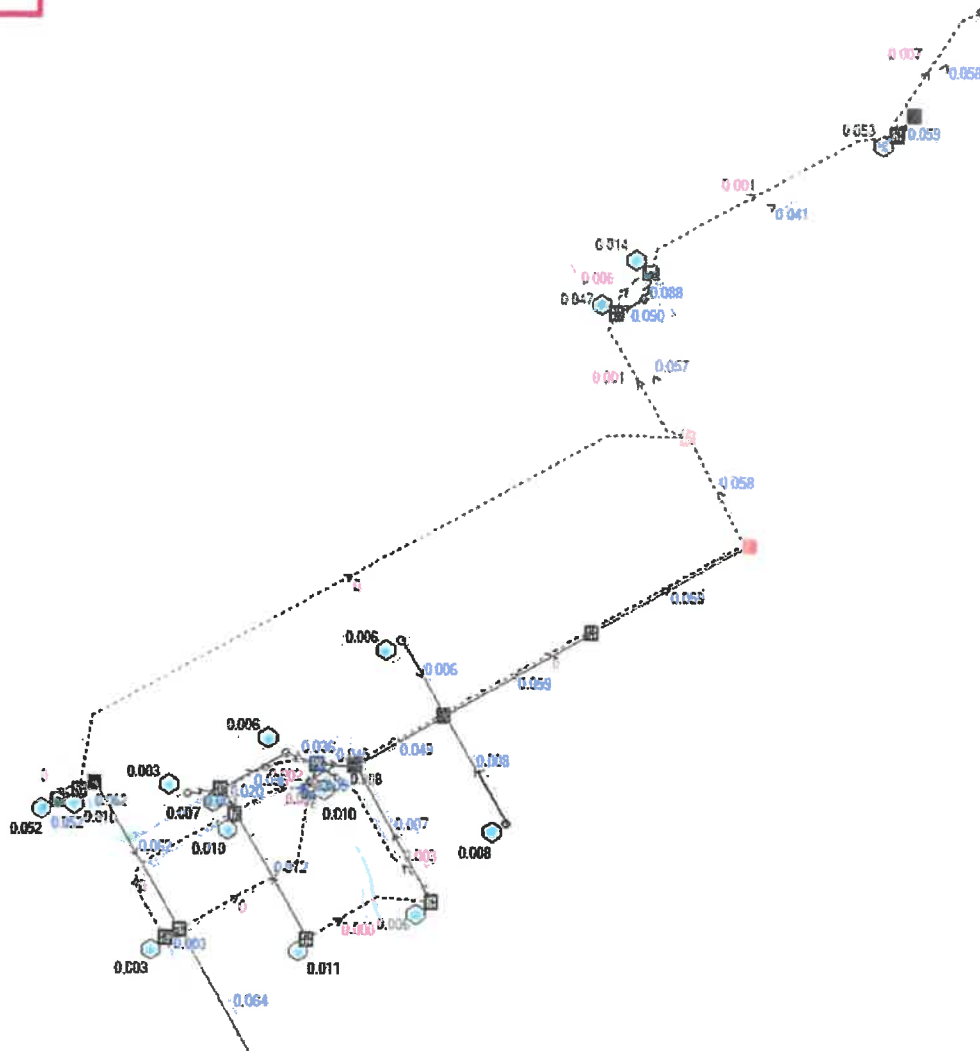
The adverse change to downstream flow conditions is small, and results from the new kerb and gutter and pipe along Queen Anne St diverting some overland flow around the development site, and a change to the response time of the new impervious areas.

01.08.2022

Figure 7: AEP 5% Post-Developed Critical – 2 hour (burst #6)



Surcharging flow results from the Queen Anne St culvert overtopping the road as free discharge to the open swale is replaced by pit and pipe. Reduced overland flow from the swale, now passing through 15 Marlborough St / 14 Queen Anne St boundary. Discharge is contained within the piped network until the same rate of pre-dev minor surcharging occurs at the Stanley St headwall, passing through Lots 76-80 Stanley St to the Esplanade, before a slightly larger overtopping flow passes to Lake Dulverton.

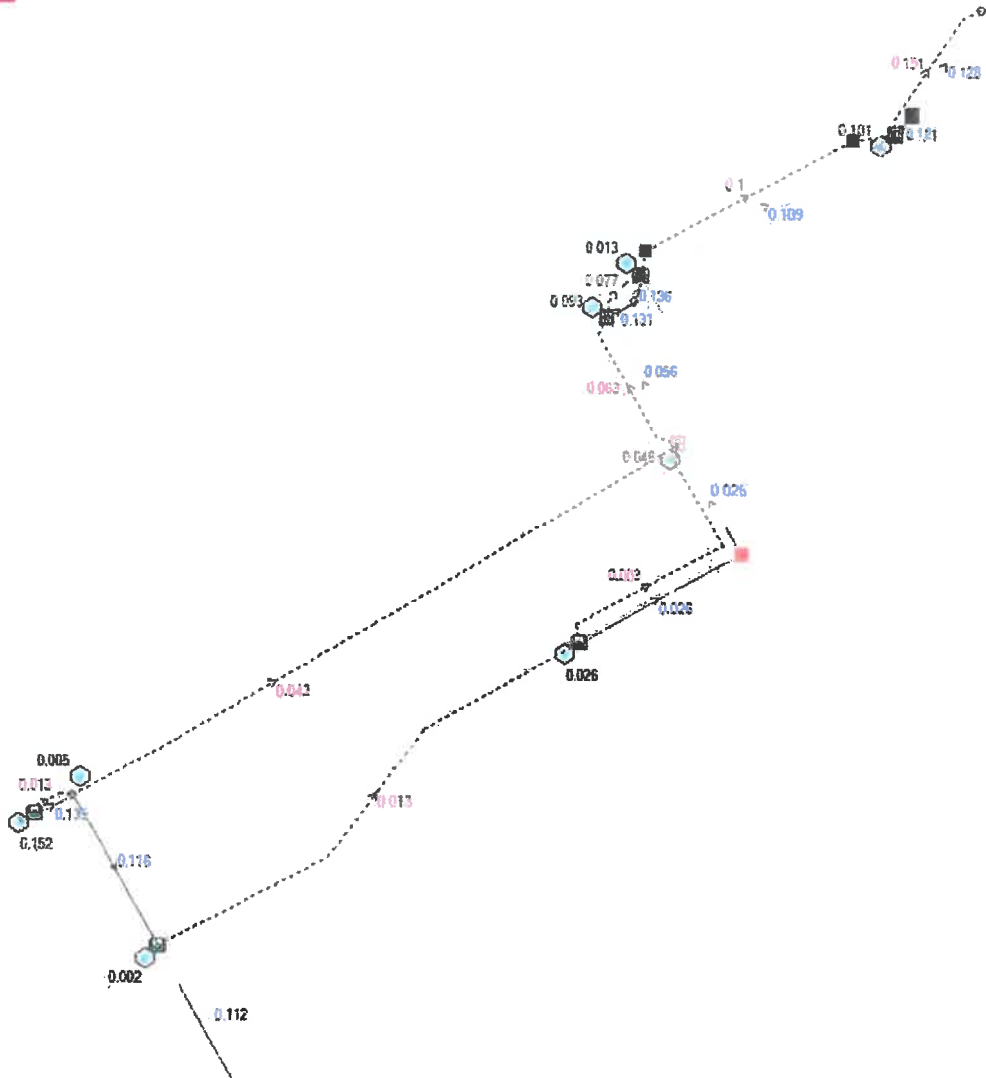


Clause E7.7 A3(a) is satisfied.

The critical network flows that result from a short duration burst across the new subdivision pavement and roof does not result in additional surcharging at the downstream pits. The longer duration event results in a minor decrease of overland flow through to Stanley St passing along the boundary of the development due to the position of the new kerb on Queen Anne St.

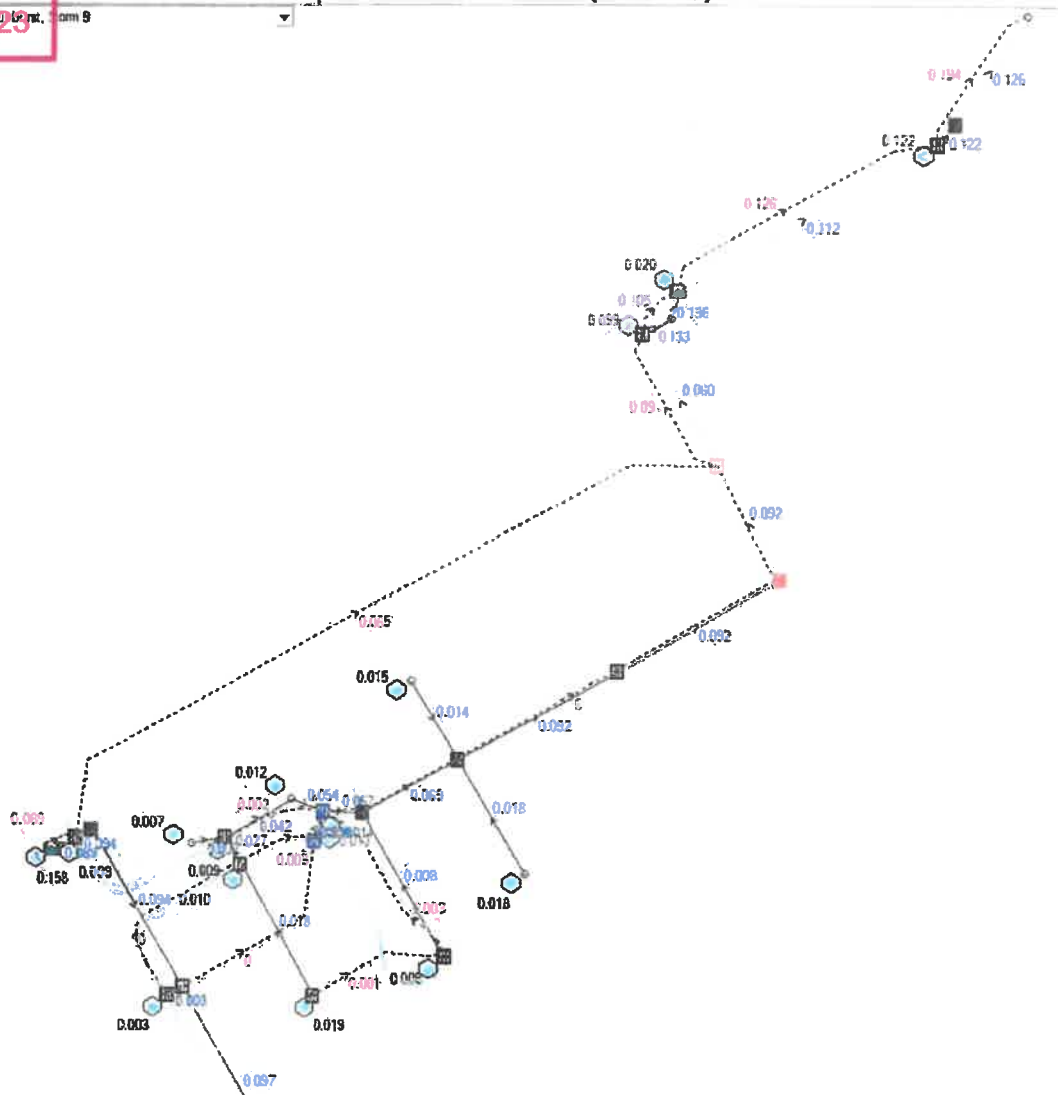
The minor increase of overland flow across the Esplanade is deemed acceptable, as the 6 litres/sec increase across the road is approximately equivalent to an increase in overtopping depth of 2-3mm.

Clause E7.7 A3(b) is satisfied.



The existing condition AEP1% critical discharge is associated with the 2 hour duration burst, and results in a significant surcharge at the Queen Anne St and Stanley St culverts with overland flows through the existing lots as shown in Figure 3.

01.06.2023

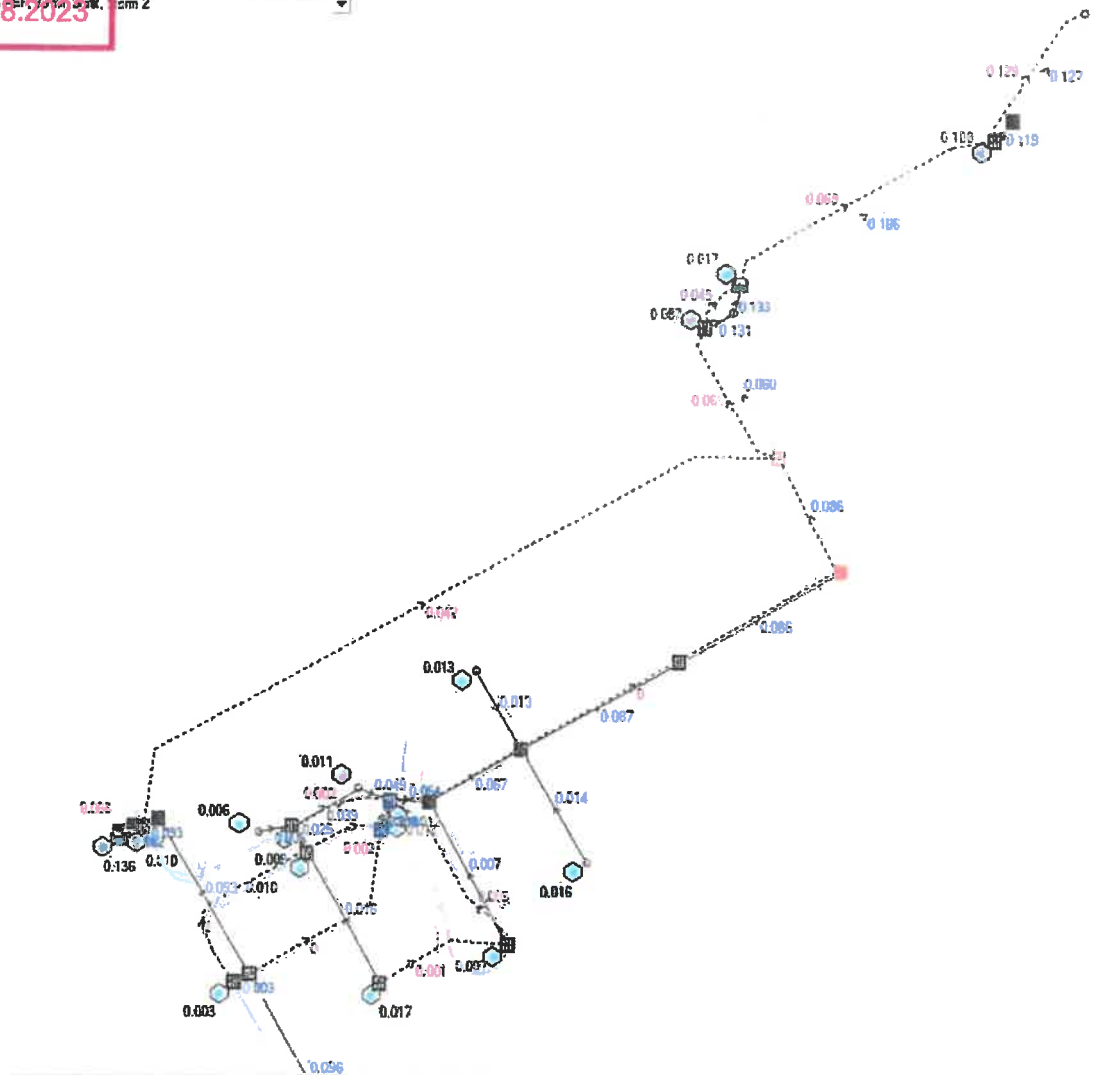


The developed site under the 2 hour burst 8 scenario has peak discharges almost exactly matching the critical 2 hour event for the existing condition.

The critical 1 hour burst results in a larger overland flow component due to the existing Queen Anne St DN300 culvert surcharging and overtopping. Piped discharge from the pavement has coincident peaks with the upstream catchment overland flow components that result in larger flows through to the Esplanade.

The 26 litre/sec increase in overland flow through Lots 76-80 Stanley St to the Esplanade results in an increase in depth of approx. 16mm, rising from approx. 57mm to 73mm.

When considering the peak runoff associated with the critical burst over the proposed subdivision pavement and roof, a shorter duration 30 minute burst is assessed.



Peak flows in the piped network are accommodated by the subdivision drainage system without surcharge, and conditions downstream in the existing network are not worse than the critical pre-developed condition.

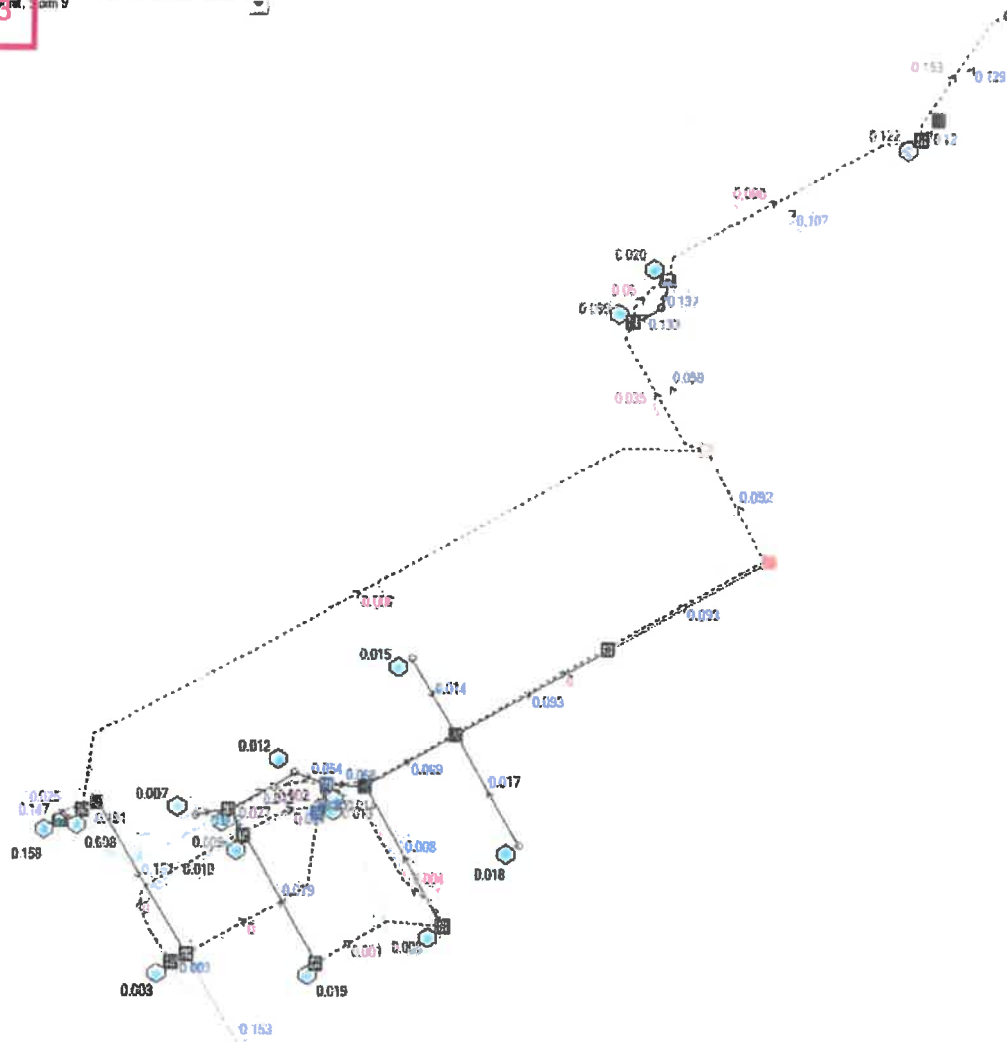
For the subdivision drainage system, Clause E7.7 A4 is satisfied.

To consider Clause E7.7 A4 with respect to the whole of the catchment, in particular the downstream section which is subject to the increase in overland flow under the critical AEP1% 1 hour burst, a reduction in discharge from the Queen Anne St upstream catchment must occur.

The new kerb along Queen Anne St in front of the subdivision acts to divert overtopping flow into the adjacent lot, and removes some discharge from the open drain.

By increasing the existing DN300 road crossing and the proposed new DN300 along Queen Anne St to DN375, a greater proportion of surcharge flow can be piped away from the downstream properties.

Figure 12: AEP 1% Post-Developed Critical - DN375 - 1 hour (burst #9)



This has the desired effect of reducing downstream surcharging flows, improving the overland flow discharge by approx. 20% through the property passing to the Esplanade.

Present AEP 1% flow depth in the main Queen Anne St open drain is approx. 275mm. The flow depth under AEP1% conditions associated with the proposed development increases to 325mm. A freeboard to spill of 125mm is retained, while freeboard to the roadside is between 950-1,150mm.

For the increased DN375 drainage system, Clause E7.7 A4 is satisfied for the whole catchment.

This analysis confirms that the request to convey stormwater from the south west, which is the upstream Queen Anne St catchment of approx. 3.11 hectares passing to the DN300 road culvert, will result in a significant increase in overland flows through the existing downstream properties.

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4 STORMWATER QUALITY ANALYSIS

01.08.2023

Target pollutant reductions are noted in the Interim Scheme, reproduced below:

Figure 13: Acceptable Stormwater Quality and Quantity Targets

80% reduction in the average annual load of total suspended solids (TSS) based on typical urban stormwater TSS concentrations.

45% reduction in the average annual load of total phosphorus (TP) based on typical urban stormwater TP concentrations.

45% reduction in the average annual load of total nitrogen (TN) based on typical urban stormwater TN concentrations.

Stormwater quantity requirements must always comply with requirements of the local authority including catchment-specific standards. All stormwater flow management estimates should be prepared according to methodologies described in Australian Rainfall and Runoff (Engineering Australia 2004) or through catchment modelling completed by a suitably qualified person.

Analysis using MUSIC version 6.3 will compare the potential treatment train effectiveness of the proposed development, considering the new pavement and future houses, and the elements to mitigate discharge quality.

4.1 Music Modelling

The MUSIC Model Version 6.3 was used to determine the pollutant load resulting from the development and the treatment effectiveness of proposed elements. The treatment train options consist of:

- Grated pit gross pollutant traps (SPEL Stormsack) to intercept runoff from the new road;
- A SPEL Filter cartridge system comprising two SF.14-EMC tertiary treatment units, with a high level bypass weir to pass the flow exceeding the nominal 3-monthly ARI flow (see Figure 14 for SPEL performance specification); OR
- A VortSentry or similar hydrodynamic separator to remove suspended solids with some complementary reduction in nutrients.

Figure 14: SPEL Filter Specification

Models	Dimensions (mm)			Flow Rate (L/s)	Removal Rates* (%)		
	Minimum Head	Height	Diameter		TSS	TP	TN
SPEL Filter - SF.14-EMC	450	560	700	1.41	78	59	42
SPEL Filter - SF.29-EMC	850	920		2.83			

Figure 15: VortSentry Specification

Models	Dimensions (mm)				Capacities		
	Internal Diameter	Overall Width	Depth below invert	Manhole Size	Sump Capacity (m ³)	Floatables Volume (m ³)	Treatable Flow rate (L/s)
IN-LINE SERIES							
SVI.025(L/R)	1200	1370	1400	600x600	1.2	0.06	26
Pollutant				Efficiency			
Gross Pollutants (GP)				99%			
Total Suspended Solids (TSS)				70%			
Total Phosphorus (TP)				30%			
Total Nitrogen (TN)*				0%			
Petroleum Hydrocarbon*				94%			

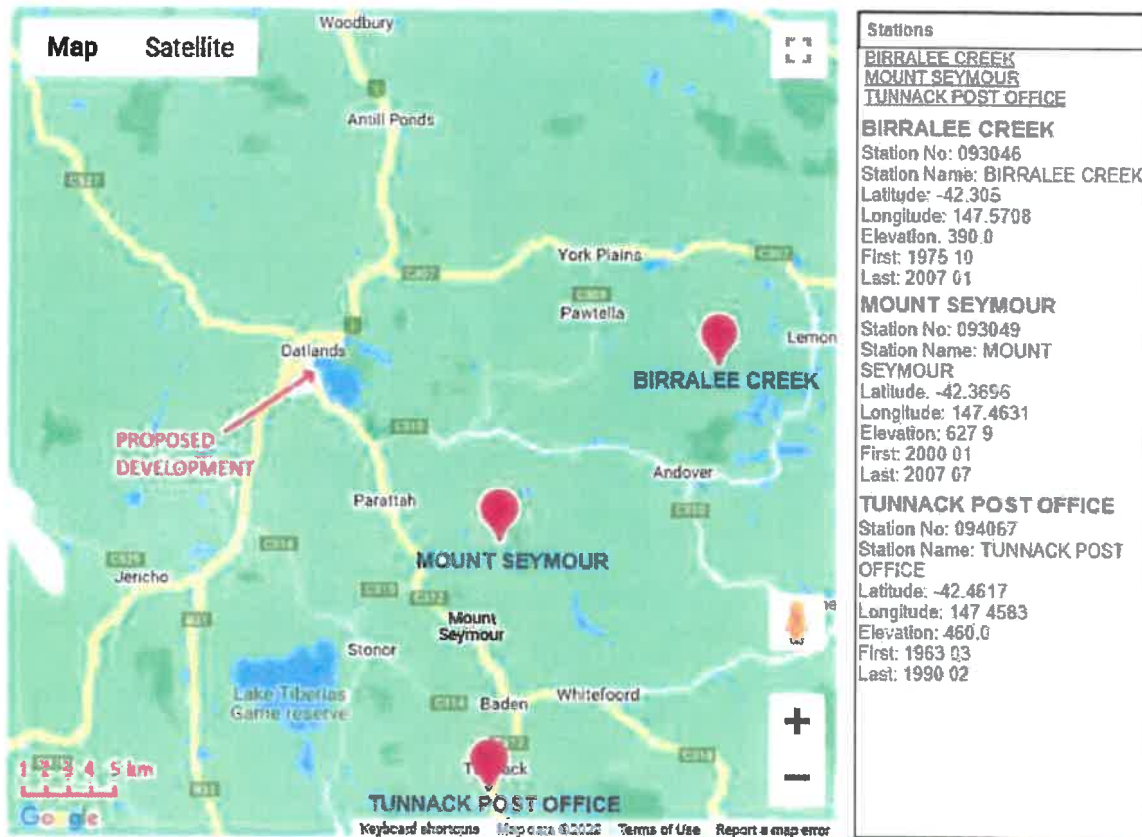
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It should be noted that provision of a stormwater quality treatment train will be limited in its ability to treat runoff fully to the standard nominated without some biological treatment stage to remove dissolved nitrogen and phosphorous.

4.2 Meteorological Data

The model was run using daily Bureau of Meteorology 6 minute pluviograph data and monthly areal PET values from the Birralee Creek 93046 station which is approx. 16km east on the same latitude and elevation. The 32 year data period from 1975 - 2007 was used for continuous modelling. The station closer to the site did not have a suitable rainfall record.

Figure 16: Meteorological Station



4.3 Pollutant Input Parameters

Pollution generation node parameters were modelled in accordance with the Melbourne Water Guidelines 2016. The stochastic generation option has been used.

The urban pollutant generation parameters below for Roof, Road & Paved and Urban Areas (Mixed) have been used.

Table 4 - Source Nodes: Base and Storm Flow

Pollutant	Surface Type	Storm Flow		Base Flow	
		Mean (log mg/L)	SD (log mg/L)	Mean (log mg/L)	SD (log mg/L)
SS	Roof	1.301	0.333	n/a*	n/a
	Road and paved areas	2.431	0.333	n/a	n/a
	Urban area not covered by roof, road or paved areas	1.900	0.333	0.96	0.401
TP	Roof	-0.886	0.242	n/a	n/a
	Road and paved areas	-0.301	0.242	n/a	n/a
	Urban area not covered by roof, road or paved areas	-0.700	0.242	-0.731	0.360
TN	Roof	0.301	0.205	n/a	n/a
	Road and paved areas	0.342	0.205	n/a	n/a
	Urban area not covered by roof, road or paved areas	0.243	0.182	0.455	0.363

Table 4 - Pollutant concentration data for source nodes * n/a indicates that base flow does not occur from these surfaces. (Source: Fletcher, 2007. Background Study for the revision of Melbourne Water's MUSIC Input Parameter Guidelines. Not published)

4.4 Pervious Areas

Pre- and post-developed pervious surface parameters have been taken as the clay loam equivalent (Table 5.5 of the NSW Music Modelling Guidelines 2015 for soil storage and field capacity), based on a conservative approach for typically poorly draining soils in Tasmania, with a root zone of 0.5m.

Table 5-5 Pervious Area Rainfall-Runoff Parameters* (Macleod, 2008)

Soil Texture	SSC (mm)	FC (mm)	Inf "a" (mm/d)	Inf "b"	DRR (%)	DBR (%)	DDSR (%)
Sand	175	74	360	0.5	100%	50%	0%
Loamy sand	139	69	360	0.5	100%	50%	0%
Clayey sand	107	75	250	1.3	60%	45%	0%
Sandy loam	98	70	250	1.3	60%	45%	0%
Loam	97	79	250	1.3	60%	45%	0%
Silty clay loam	100	87	250	1.3	60%	45%	0%
Sandy clay loam	108	73	250	1.3	60%	45%	0%
Clay loam	119	99	180	3.0	25%	25%	0%
Clay loam	133	89	180	3.0	25%	25%	0%
Silty clay loam	88	70	180	3.0	25%	25%	0%
Sandy clay	142	94	180	3.0	25%	25%	0%
Silty clay	54	51	180	3.0	25%	25%	0%
Light clay	98	73	135	4.0	10%	10%	0%
Light-medium	90	67	135	4.0	10%	10%	0%
Medium clay	94	70	135	4.0	10%	10%	0%
Medium-heavy	94	70	135	4.0	10%	10%	0%
Heavy clays	90	58	135	4.0	10%	10%	0%

4.5 Source and Treatment Node Modelling

Mean annual pollutant loads for the proposed development have been determined by running the model over the nominated timestep and rainfall interval period. The pollutant

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removal parameters adopted for each element are values provided by SPEL, and reflect accepted values as used by many Councils on the mainland.

The model has been run using the option of either a SPEL VortSentry model SVI.025 (hydrodynamic separator) with SPEL Stormsacks (gross pollutant trap) at the side entry pits, or a 2 unit SPEL-Filter (upflow media treatment) with SPEL Stormsacks at the side entry pits.

The Stormsacks, VortSentry and SPEL Filter are modelled with the manufacturer's recommended high flow bypass discharge.

The analysis results in the following mean average annual pollutant reduction for the proposed treatment train options as shown in Figures 17 & 18.

Figure 17 - MUSIC Model Setup – Post-development

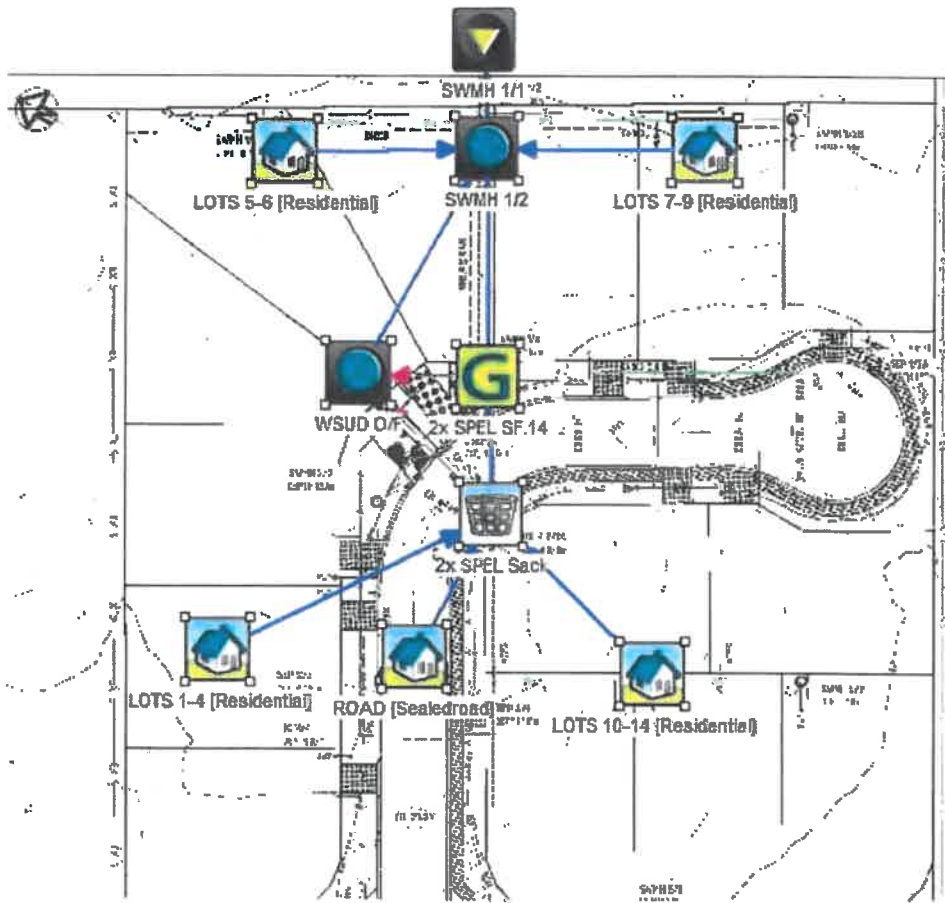


Figure 18 - Post-development Treatment Train Effectiveness - VortSentry

	Sources	Residual Load	% Reduction
Flow (ML/yr)	0.287	0.287	0
Total Suspended Solids (kg/yr)	47.9	4.62	90.4
Total Phosphorus (kg/yr)	0.0959	0.0521	45.7
Total Nitrogen (kg/yr)	0.672	0.56	16.8
Gross Pollutants (kg/yr)	13.4	3.07	77.1

The reduction in TN is short of the recommended target of 45 as expected for what is essentially a particulate removal system.

Figure 19 - Treatment Train Effectiveness – SPEL Filter

	Sources	Residual Load	% Reduction
Flow (ML/yr)	0.287	0.287	0
Total Suspended Solids (kg/yr)	47.9	5.5	88.5
Total Phosphorus (kg/yr)	0.0959	0.0426	55.6
Total Nitrogen (kg/yr)	0.672	0.424	37
Gross Pollutants (kg/yr)	13.4	3.07	77.1

The reduction in TN is short of the recommended target of 45 as expected for what is essentially a more effective particulate removal system.

The requirement under Clause E7.7.1 P2 for the development to mitigate pollutant loads from new point sources is therefore not satisfied.

The effective treatment of impervious surfaces within the total catchment discharging to Lake Dulverton is best addressed by providing a combination of a gross pollutant / sediment trap and biological treatment such as bio-filtration or a section of wetlands prior to the main water body.

Sincerely,



Glenn Allen

Civil Engineer

Building Services Provider (Engineer, Civil & Hydraulic)

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ROADWORKS AND STORMWATER DRAINAGE NOTES

- ALL STORMWATER PIPE MATERIAL SHOWN U/K.O.
 - DN150 SIB PVC SWJ
 - DN900 BLACKMAX (NON TRAFFICABLE)
 - DN900 RCP CLASS 4 (TRAFFICABLE)
- PROVIDE 3.6m WIDE REINFORCED CONCRETE DRIVEWAYS AS INDICATED ON THE PLAN. DRIVEWAYS TO BE CONSTRUCTED IN ACCORDANCE WITH TSD-R09.
- LOT 5-6 IS TO BE PROVIDED WITH A 5.50M DOUBLE CROSSOVER AND DRIVEWAY TO SERVICE.
- KERB TO BE TYPE KCS (BIMPH CHANNEL) AS PER TSD-R14.
- FOOTPATH TO BE 1.5M WIDE REINFORCED CONCRETE AS PER TSD-R11 FROM CROSSINGS AT LOCATIONS SHOWN AS PER TSD-R10 (NO TACTILE)
- PAVEMENT TO BE GENERALLY AS PER THE DETAIL ON TSD-R05, SUBJECT TO FINAL DESIGN.
- SIDE ENTRY PITS TO BE TYPE 3 AS PER TSD-SM09, DSEP 2/1 AND DSEP 2/2A ARE TO BE DOUBLE DAY OPENING SAG PITS TYPE 4 AS PER TSD-SW10.
- PROVIDE DN150 STORMWATER PROPERTY CONNECTIONS TO EACH LOT AS INDICATED ON THE PLAN. CONNECTIONS TO BE INSTALLED IN ACCORDANCE WITH TSD-SW25.
- SUBSOIL DRAINAGE TO THE BACK OF ALL NEW KERB TO BE IN ACCORDANCE WITH LOT 1 STD DRG TSD-R10. PROVIDE RODDING AND FLUSHING RISERS AT 30M SPACING, AND CONNECT TO NEW STORMWATER PITS.

SITE DATUM

SURVEY PREPARED BY PDA SURVEYORS 12 NOVEMBER 2020, REFERENCE 44487HD-1.

BEARING DATUM IS GDA-2020 PER ONS OBSERVATIONS BETWEEN SP10194 AND SP10195.

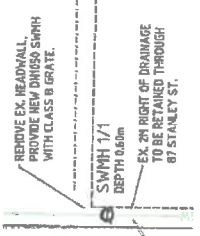
HORIZONTAL DATUM IS NGG2020 PER SP10194, WITH COORDINATES OF E 530281992

N 530036199 PER THE LIST.

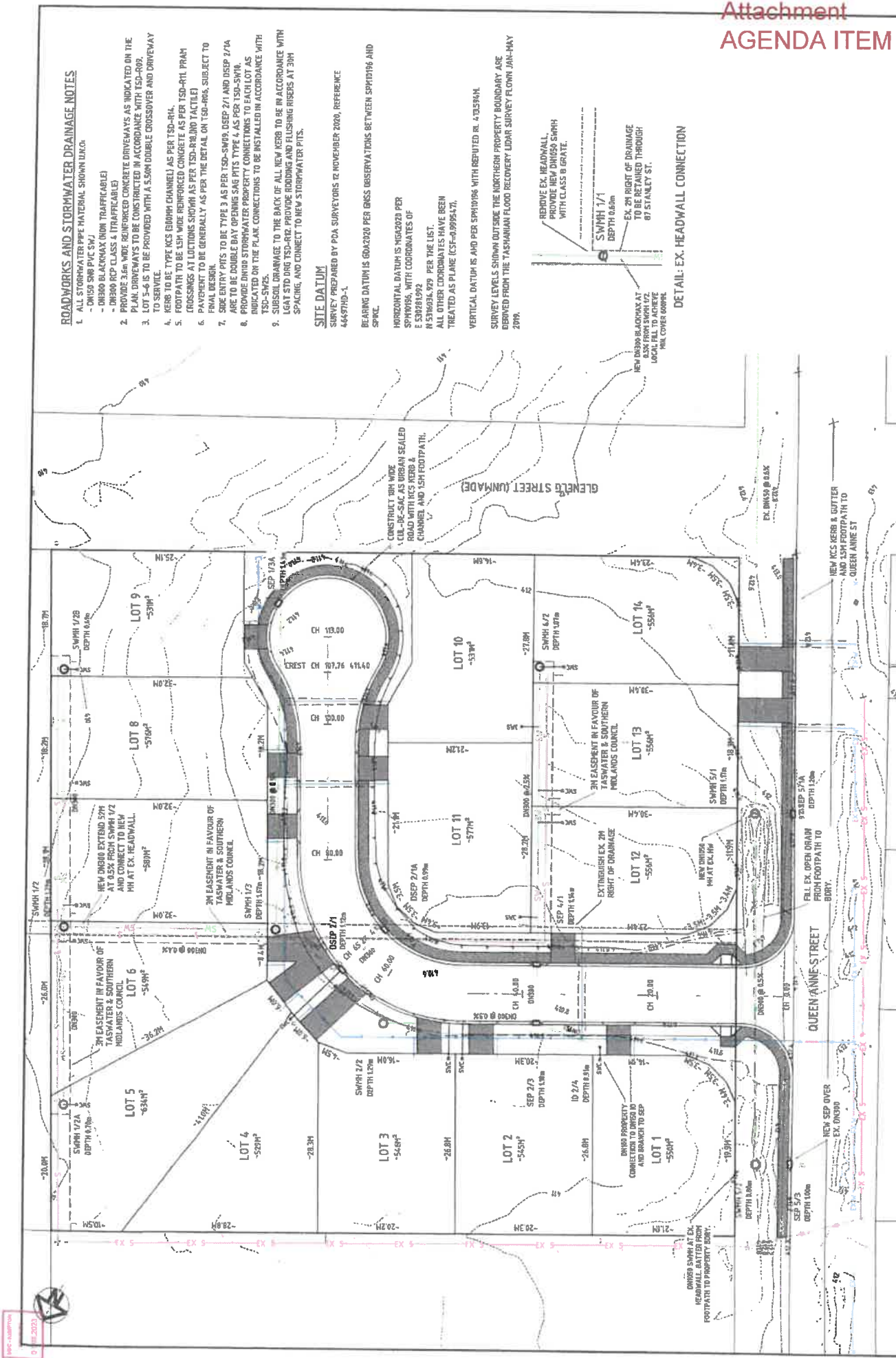
ALL OTHER COORDINATES HAVE BEEN TREATED AS PLANE (CSF=999954.7).

VERTICAL DATUM IS AHD PER SP10196 WITH REPUTED RL 4.02554M.

SURVEY LEVELS SHOWN OUTSIDE THE NORTHERN PROPERTY BOUNDARY ARE DERIVED FROM THE TASHMANIAN FLOOD RECOVERY LIDAR SURVEY FLOWN JAN-MAY 2019.



DETAIL: EX HEADWALL CONNECTION



<p>DRAWING CHECK</p> <table border="1"> <tr> <th>NO.</th> <th>DATE</th> <th>BY</th> <th>CHKD BY</th> </tr> <tr> <td>1</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>2</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>3</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>4</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>5</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>6</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>7</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>8</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>9</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>10</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>11</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>12</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>13</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>14</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>15</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>16</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>17</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>18</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>19</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> <tr> <td>20</td> <td>10/11/22</td> <td>EA</td> <td>EA</td> </tr> </table>		NO.	DATE	BY	CHKD BY	1	10/11/22	EA	EA	2	10/11/22	EA	EA	3	10/11/22	EA	EA	4	10/11/22	EA	EA	5	10/11/22	EA	EA	6	10/11/22	EA	EA	7	10/11/22	EA	EA	8	10/11/22	EA	EA	9	10/11/22	EA	EA	10	10/11/22	EA	EA	11	10/11/22	EA	EA	12	10/11/22	EA	EA	13	10/11/22	EA	EA	14	10/11/22	EA	EA	15	10/11/22	EA	EA	16	10/11/22	EA	EA	17	10/11/22	EA	EA	18	10/11/22	EA	EA	19	10/11/22	EA	EA	20	10/11/22	EA	EA	<p>MR. RICK MANDELSON 110 HIGH STREET OATLANDS, TASHMANIA 7120</p>	<p>PROPOSED 14 LOT SUBDIVISION 14 QUEEN ANNE ST OATLANDS TAS</p>	<p>CIVIL SERVICES ROADS & STORMWATER</p>	<p>PRELIMINARY ONLY DATE PLOTTED: 10/11/22 PROJECT NO: 332-37-C01</p>
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TO:	Southern Midlands Council	PAGE:	1 of 5
ATTENTION:	Louisa Brown – Planning Officer	DATE:	31.07.22023
PROJECT:	14 Queen Anne St Oatlands – 14 lot subdivision	PROJECT #:	332.37
FROM:	Glenn Allen	REFERENCE:	332.37-M02
FAX OR EMAIL #:	mail@southernmidlands.tas.gov.au		
TRANSMITTED BY:	Mail <input type="checkbox"/> , Hand <input type="checkbox"/> , Fax <input type="checkbox"/> , Email <input checked="" type="checkbox"/>		
SUBJECT:	RE: SA2022/5 Stormwater Layout Revision		

1 BACKGROUND

This memo is provided in response to the Southern Midlands Council request to consolidate new drainage infrastructure with the adjacent Glenelg St subdivision. The drainage layout for is revised as per NTCADS drawings 332.37-C01 Revision D, with long section plots as per drawings 332.37-C03 to C06 Revision A.

The analysis has been done using the Watercom Drains program, with the methodology as described in the previous stormwater management report NTCADS 332.37-M01 dated 28.09.2022.

The proposed Glenelg St subdivision has been incorporated into the Drains model, with the network layout and levels as shown on HED Consulting drawings H2144 Sheets 2-8 dated 08.01.2023. Reference is also made to the accompanying stormwater report for that project dated 20.01.2023, which nominates catchment areas and impervious fractions reporting to the network.

2 STORMWATER RUNOFF ANALYSIS

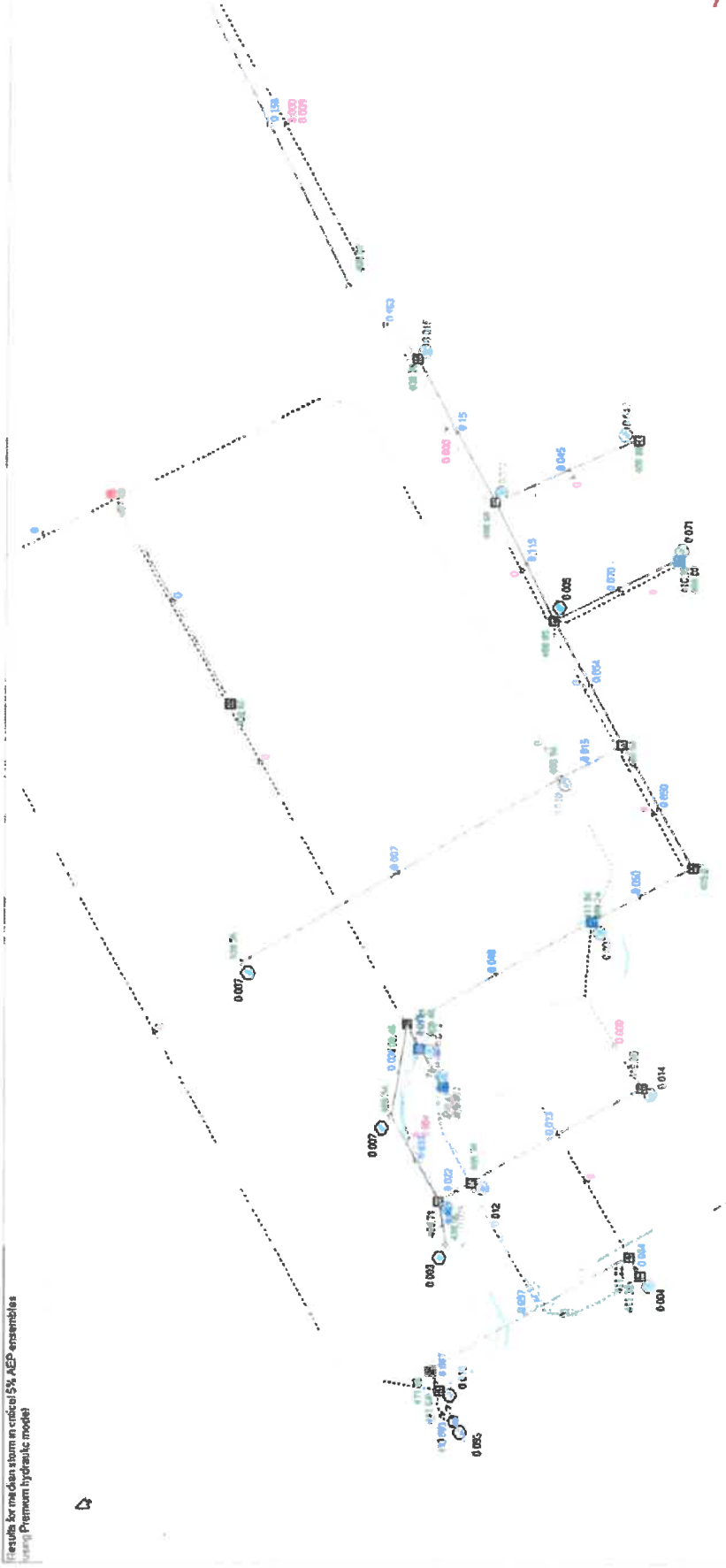
The DRAINS model has been run for the AEP 5% and 1% (approx. 20 year and 100 year events), for a range of bursts from 10 minutes to 2 hours which captures the likely peak critical impervious road/lot discharges, and the total catchment contribution. The model has been run for the developed condition (impervious roof and pavement, remaining pervious areas with reduced rural losses applied).

The figures below show the critical flows in each pipe, the peaks for that pipe or catchment derived from the application of the storm ensembles across the various burst time periods.

SMC - KEMPTON
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Figure 1: AEP 5% Post-Developed Critical - Peak Ensemble

Results for model stations in critical 5% AEP ensembles
using Pennon hydraulic model



SMC - KEMPTON
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Figure 2. AEP 1% Post-Developed Critical - Peak Ensemble

Results for median storm in critical 5% AEP ensembles
using Prentiss hydraulic model

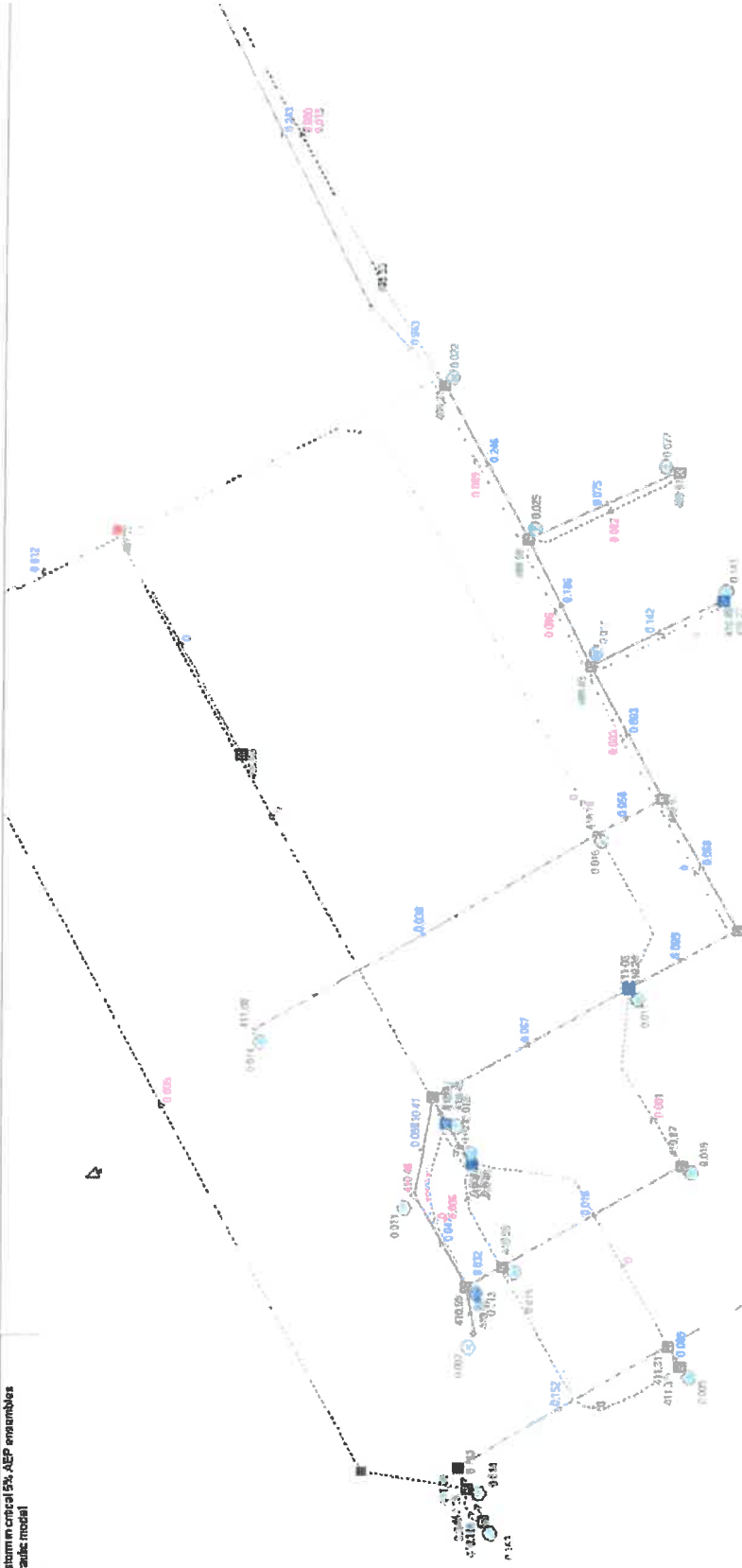


Figure 1 shows the proposed subdivision networks for Queen Anne St and Glenelg St are appropriate to convey the AEP5% discharge across a range of storm durations.

Figure 2 shows that the network within the Queen Anne St subdivision can convey the AEP1% discharge within the piped network to the Glenelg St system without passing overland flow through the lots.

A 3 metre wide drainage easement is retained along the boundary of Lots 6 & 7 which passes to the existing headwall and DN300 pipe running through to Lake Dulverton. This is an existing pipe and overland flow route as part of the pre-developed drainage layout, and is retained as a way of managing nuisance flow in the event of blockages.

Figures 3-6 show the ensemble results at the discharge point of each development.

Figure 3: AEP5% Queen Anne St discharge ensemble flow chart

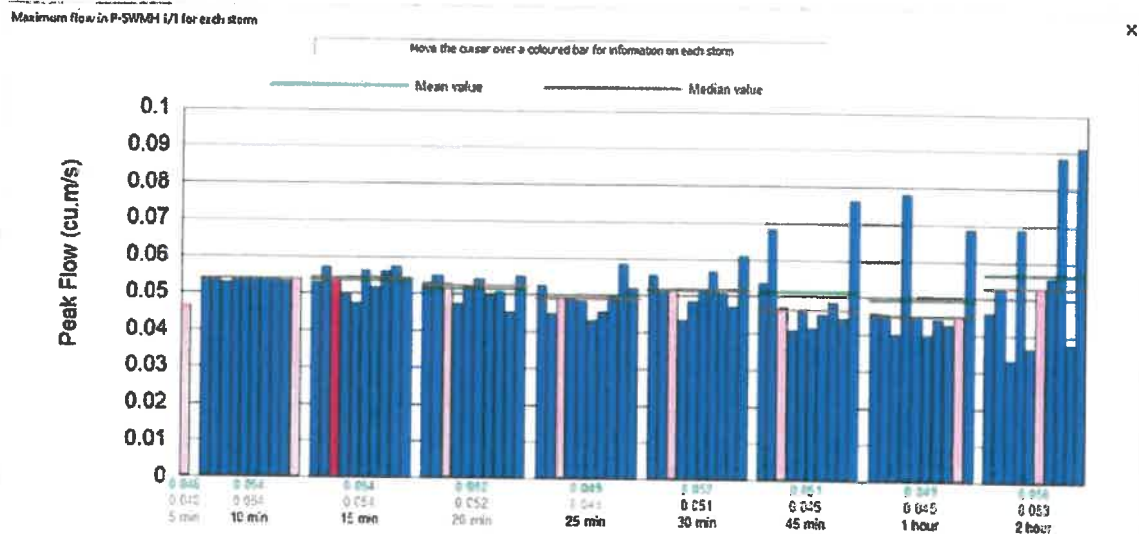
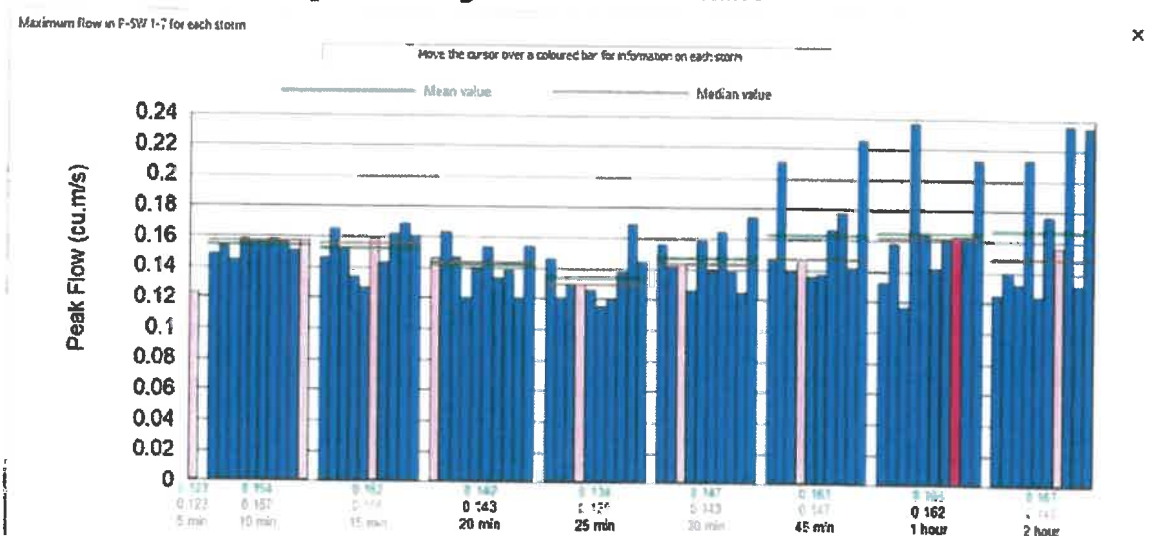


Figure 4: AEP5% Glenelg St discharge ensemble flow chart



SMC - KEMPTON
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Figure 5: AEP1% Queen Anne St discharge ensemble flow chart

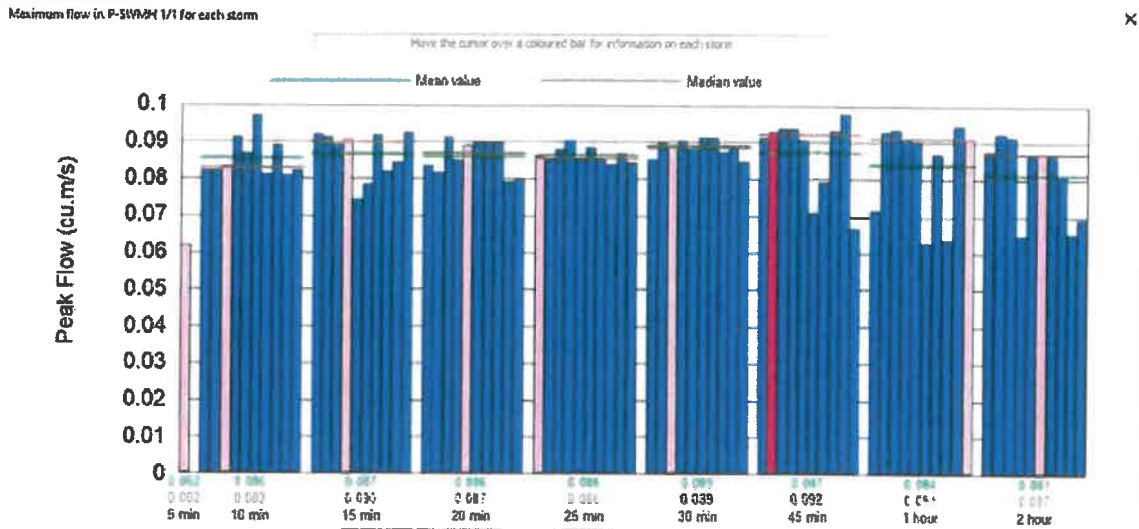
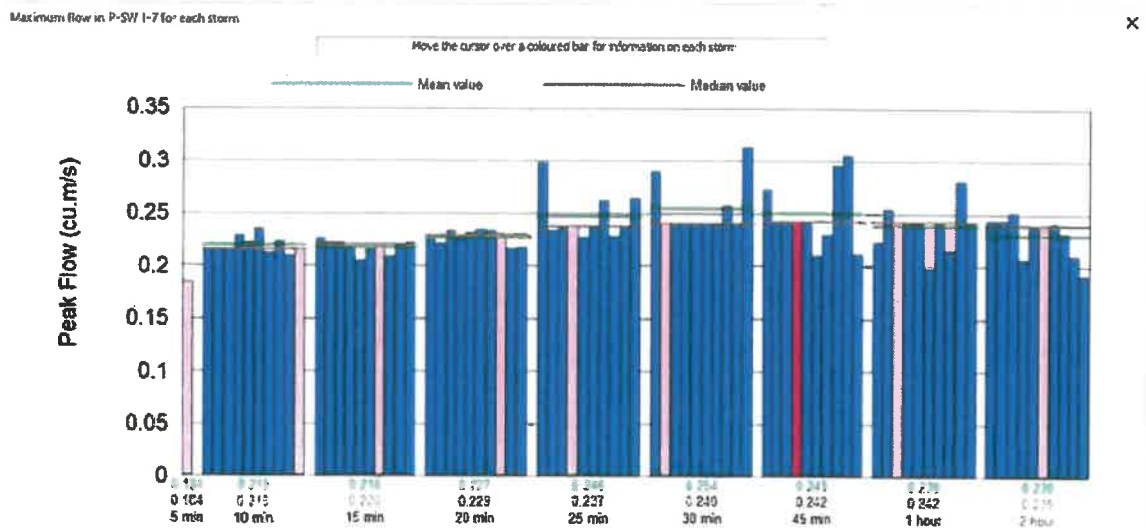


Figure 6: AEP1% Glenelg St discharge ensemble flow chart



This analysis confirms that the request to direct stormwater from the proposed Queen Anne St development into the adjacent Glenelg St subdivision drainage network will not overload the proposed network, nor result in an increase in overland flows through the existing downstream properties.

Sincerely,

Glenn Allen

Glenn Allen

Civil Engineer

Building Services Provider (Engineer, Civil & Hydraulic)

CC7077

SEARCH OF TORRENS TITLE

VOLUME 141879	FOLIO 1
EDITION 5	DATE OF ISSUE 14-Dec-2020

SEARCH DATE : 04-Mar-2022
SEARCH TIME : 11.06 AM

DESCRIPTION OF LAND

Town of OATLANDS
Lot 1 on Plan 141879
Derivation : Part of Lot 84 Gtd. to W. Pherris
Prior CT 141486/1

SCHEDULE 1

M858112 TRANSFER to CARTNEY ZEM PTY LTD Registered
14-Dec-2020 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
SP 141878 BENEFITING EASEMENT: Right of drainage over the
Drainage Easement 2.00 wide shown passing through Lot
1 on Sealed Plan No. 141878
C583445 TRANSFER of EASEMENT BURDENING EASEMENT: Right of
drainage for Southern Midlands Council over the
Drainage Easement 2.00 wide shown on Plan No. 141879
Registered 24-Sep-2004 at noon

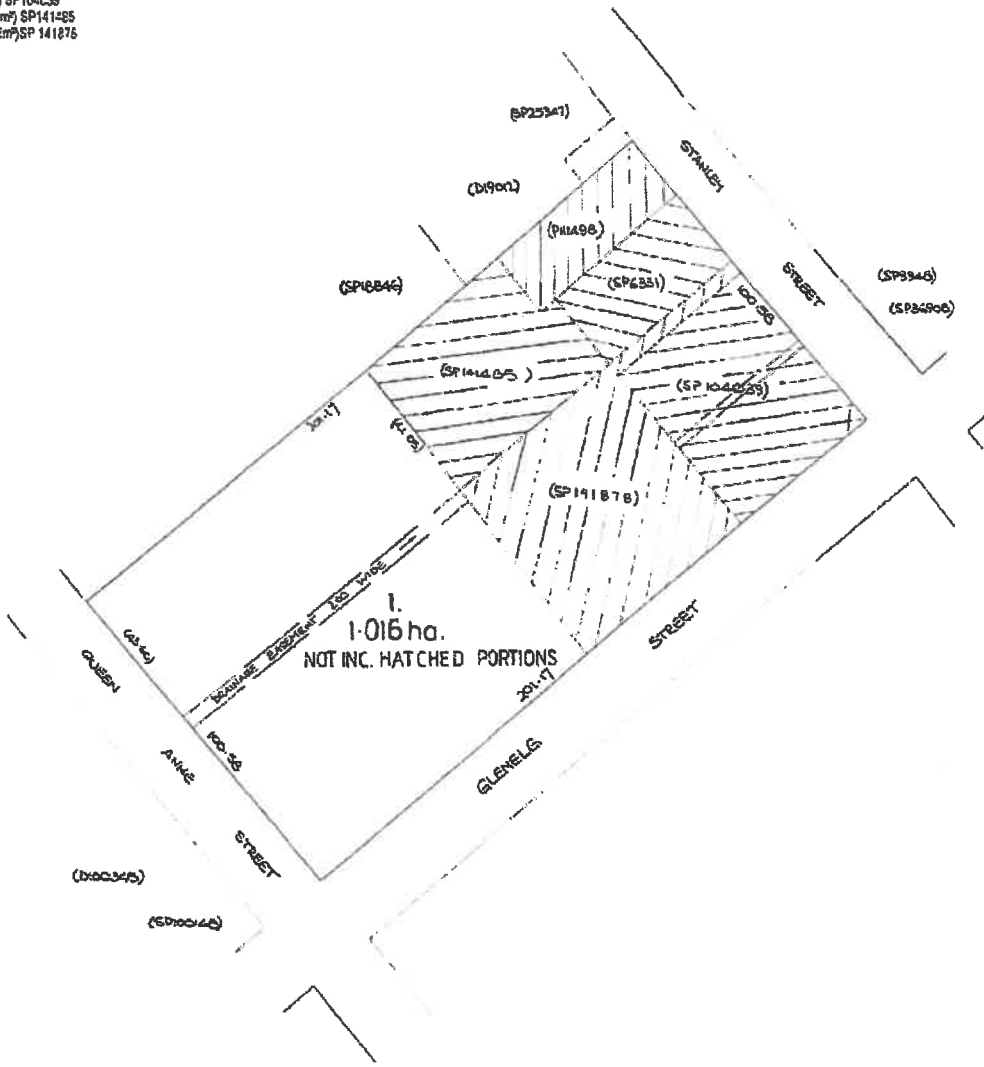
UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

OWNER	PLAN OF TITLE		REGISTERED NUMBER
FOLIO REFERENCE	LOCATION	P141879	
GRANTEE	TOWN OF OATLANDS	APPROVED	24 SEP 2004
	CONVERTED BY PLAN No 0105801	<i>Alice Kawa</i> Recorder of Titles	
	COMPILED BY Brooks Lark & Carrick 175 Collins Street Hobart Tel: 62311333		
	NOT TO SCALE LENGTHS IN METRES		
MAPSHEET MUNICIPAL CODE No 125 (5231-93)	LAST UPI No 2501545	LAST PLAN P12184P107845	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN

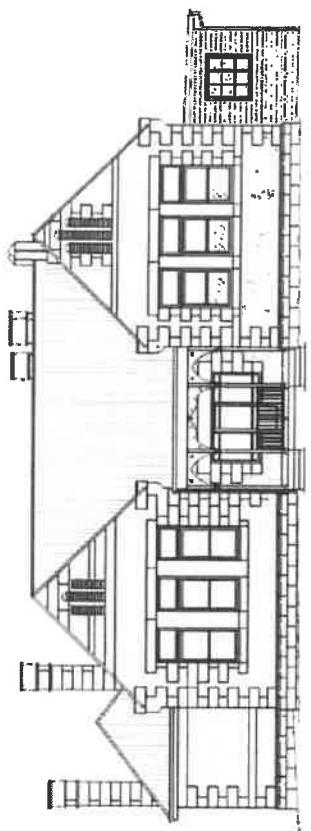
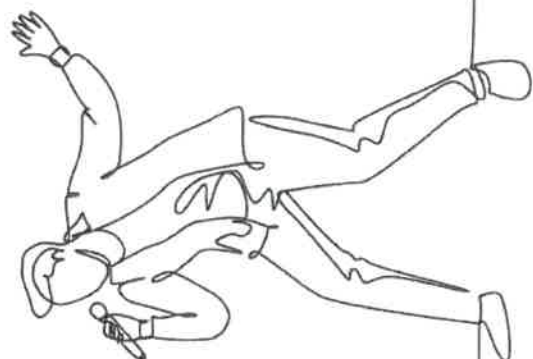
SKETCH BY WAY OF ILLUSTRATION ONLY BALANCE PLAN

EXCEPTED LANDS
LOTS 1, 2 & 3 (2425m²) SP104030
PART OF LOT 1 (2304m²) SP141485
PART OF LOT 1 (3216m²) SP 141876



PERFORMING RESIDENCIES IN SOUTHERN MIDLANDS—PRISM

PROJECT PLAN



Brad Williams—Manager Heritage Projects August 2023



OVERVIEW

Attachment AGENDA ITEM 15.1.2.

The Performing Residencies in Southern Midlands (PRISM) program seeks to extend the existing highly successful Artist in Residence Space (AIRSpace) which is operated by Southern Midlands Council through the Heritage Projects Program.

The AIRSpace has been operating for almost three years from a Council owned building at 79 High Street (the precursor program was established in the Oatlands Gaoler's Residence in 2012) and offers artists a one-month residency with studio, exhibition and living spaces. Participation is free, however the artist is required to hold at least one public event (e.g. a class or exhibition) and donate a piece of their work to Council's art collection. Since moving into the AIRSpace premises, the program has been fully booked, and is currently booked 18 months in advance. 20+ artists have completed successful residencies and Council now holds a substantial art collection which is on regular public display and forms part of an art-loan scheme.

The program is widely advertised through arthub.com.au and there is a substantial wait-list for participants. It has been noticed that many enquiries have been received from performance based artists, which do not fit the current scope of static media. Whilst the AIRSpace program does not preclude such applications, given the over-subscription of static media artists another program has been devised for performing arts.

A potential boost for the PRISM program is the ability to utilise the former Oatlands State School building, which is owned by Council but had previously been tenanted. That building is now vacant and offers a perfect opportunity for a residential and performance space—to expand the AIRSpace model and foster the performing arts in Southern Midlands.

This document provides the project plan for establishing the project.



art show
by ANICCIANO & CO. Sponsored by SMALL ISLAND WINES
A TWO CITIES BREWING & DISTILLERS
from 6PM FRIDAY February 4, 2022
79 HIGH ST, OATLANDS, TAS 7120
You can drink to the ROCKIT

SOUTHERN MIDLANDS COUNCIL

ARTIST IN RESIDENCE RETROSPECTIVE
Featuring: Heather Gault
www.southernmidlands.tas.gov.au

AIRSPACE, 79 HIGH STREET, OATLANDS

OPENING TIMES
SATURDAY 12TH - FRIDAY 26TH
10AM - 4PM EACH DAY

LAUNCH
FRIDAY 12TH
NOVEMBER
6PM - 7.30 PM

THE PROPOSED PRISM BUILDING

Attachment
AGENDA ITEM 15.1.2.

It is proposed that the PRISM Program will be based in the c1883 former Oatlands State School, which is owned by Council. The building is at 73 High Street, in the centre of Oatlands. This building offers a space for the performing artist to live during their residency, a large performance space, back-of-house spaces, a foyer and public toilets. The forecourt of the building offers space for outdoor performance and there is a carpark at rear.

Works that are required to the building are:

- Convert the existing staff room to a one-room studio apartment (upgrade kitchen).
- Convert the existing female toilets into a residential bathroom.
- Remove the false ceiling in the classroom to provide for a larger 'auditorium' space.
- Provide for equal-access and address fire safety requirements.

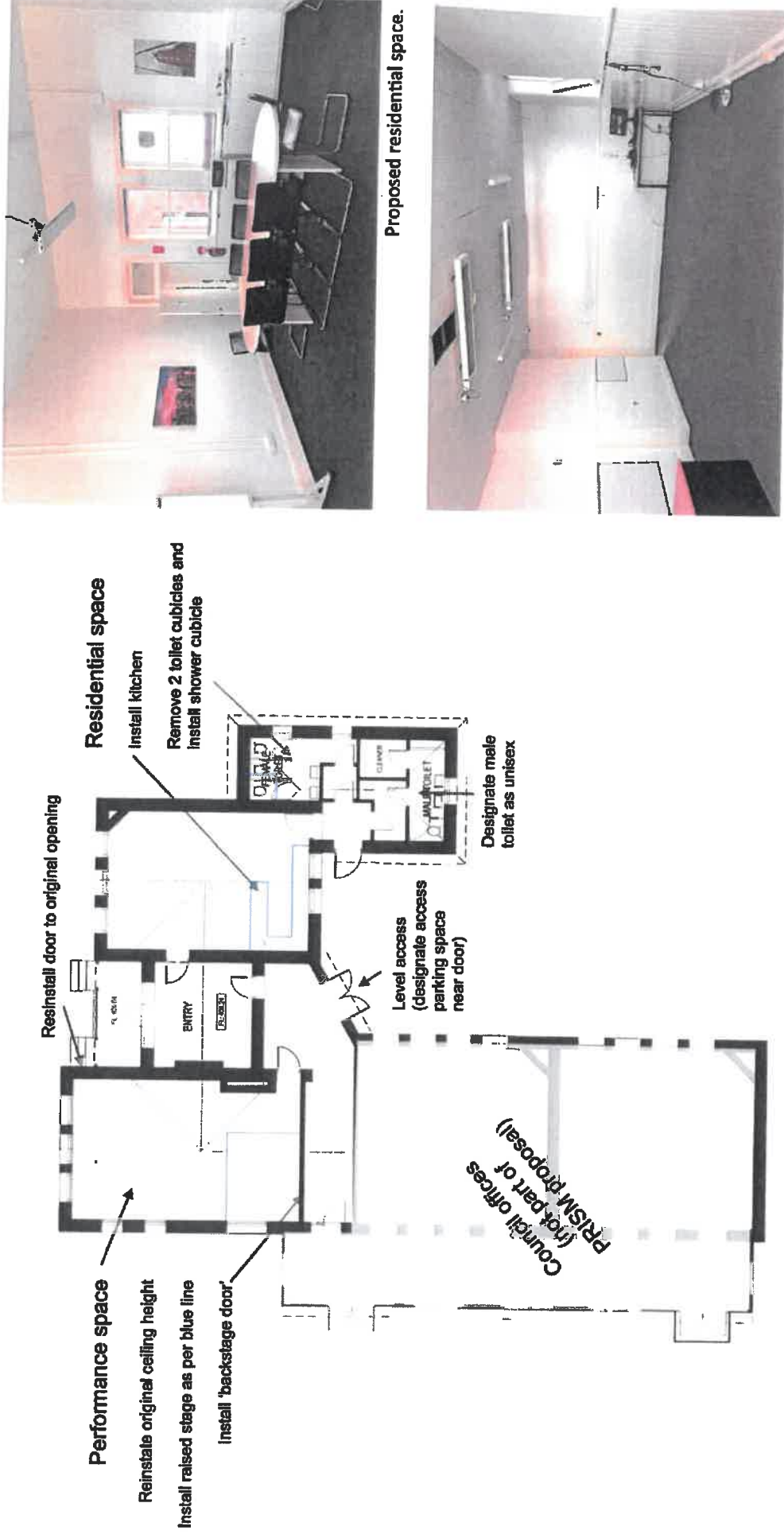


BUILDING MODIFICATIONS

Attachment
AGENDA ITEM 15.1.2.

Minor works are proposed to the building—expected to be achieved under an Exemption from Works Approval from the Tasmanian Heritage Council. A building surveyor is being consulted on access and fire safety requirements.

Public access will be available from the formal front foyer, or from the carpark, with public toilets accessed from the rear of the building. Catering and bar services may be offered from the front foyer (utilising the residential kitchen).



OPERATION OF THE PROGRAM

Objective

- To encourage the pursuit of the performing arts in the area.
- To foster emerging performing artists.
- To utilise Council owned heritage assets.
- To promote the depiction of the area as artistic subject matter.
- To promote the arts, heritage and culture of the Southern Midlands.
- To maximise public engagement in the performing arts.

Operation

The PRISM program will be operated by Southern Midlands Council's Heritage Projects Program, parallel with the Artist in Residence Program. Council's Heritage Project Officer and Heritage Engagement Officer will undertake day-to-day running of the program.

Governance

A Performing Artist in Residence Policy is expected to be endorsed by Council in October 2023. That sets the procedural operation of the program. (e.g. application process, assessment, scheduling etc). Overarching governance of the program will be overseen by Council's Arts Committee.

Advertising

The residencies will be advertised through arthub.com.au and Arts Tasmania in a manner as established by the AIRSpace program.

Budget

Council has a building maintenance budget of \$20k pa for the building.

A \$6k pa allocation for operational costs will be sought as a recurring amount in the 2024-25 budget onwards.

Grant funding will be sought for an establishment budget.

General

A residency will be set at four weeks (one residency per calendar month, with turnaround time).

Whilst 73 High Street will be the focus of the residency, performing artist may use other Council-owned heritage buildings for performance (e.g. Supreme Court House, Commissariat. Larger outdoor spaces can be provided in the forecourt, or the Oatlands Gaol yard).

Council's obligation to the performing artist

During their residency, Council will provide:

- Use of the building without cost.
- Administrative support.
- Assistance with advertising and promotion.

The performing artist's obligation to Council

- To promote community involvement in their residency.
- To provide at least three free performance 'sessions'.
- To acknowledge Council in their portfolio.
- To assist in promoting the program and region to the sector.
- To provide a digital archive of their performance that Council may use in perpetuity for not-for-profit uses.

Attachment

AGENDA ITEM 15.1.2.



Council Policy

**PERFORMING RESIDENCIES IN SOUTHERN MIDLANDS
POLICY**

Approved by: DRAFT
Approved date: XXXX
Review date: XXXX

ATTACHMENT B 27 September 2032

1. PURPOSE

The purpose of this policy is to provide a policy basis for the operation of the Performing Residencies in Southern Midlands (PRISM) program which is intended to operate in conjunction with Council's Heritage Projects Program.

2. OBJECTIVE

This policy seeks to further the following program objectives:

- To encourage the pursuit of the performing arts in the Southern Midlands.
- To foster emerging performing artists.
- To utilise Council owned heritage assets.
- To promote the depiction of the Southern Midlands as artistic subject matter.
- To promote the arts, heritage and culture of the Southern Midlands.
- To maximise public engagement in the performing arts.

3. POLICY

3.1 Staffing and administration

The program will be administered by a working group comprising:

- Manager Heritage Projects (or delegate) - the working group Chairperson
- Manager, Community Development (or delegate)
- The Chairperson (or delegate) of Council's Arts Advisory Committee

The working group will meet on an as-needs basis and outcomes of meetings will be reported to Council through the Heritage Projects report and/or Council's Arts Advisory Committee.

3.2 Funding and budget

- Any proposed budget for the PRISM program will be considered by the Manager, Heritage Projects and/or Manager, Community Development through Council's normal budgeting process.
- External funding may be sought for the program on an opportunistic basis.



Council Policy

**PERFORMING RESIDENCIES IN SOUTHERN MIDLANDS
POLICY**

Approved by: DRAFT
Approved date: XXXX
Review date: XXXX

3.3 Partnerships

Partnerships which assist in the delivery of the PRISM program should be encouraged.

3.4 Eligibility for application and application/selection process

- The PRISM program will be advertised as widely as practicable.
- Timing of advertising and assessment of applications will be at the discretion of the Working Group.
- A performing artist is eligible for application if they:
 - Can demonstrate how they will meet the objectives of the PRISM program.
 - Agree to be bound by the provisions of this policy.
- Applications are to include the following (but not be limited to):
 - A c.v.
 - A portfolio of work.
 - Statements detailing how their residency will fulfil the objectives of the program.
- Applications are to be assessed by the Working Group against the eligibility criteria and objectives.
- Successful applicants may be asked to sit an interview with the Working Group who may seek further information on how they intend to meet the objectives of the PRISM program.
- Unsuccessful applicants will be notified as soon as practicable after assessment. The decision of the Working Group is final and not subject to appeal.
- Council's Arts Advisory Committee shall be the arbitrator of any disputes.

3.5 Southern Midlands Council's (SMC's) Inputs, expectations and responsibilities

- SMC will provide accommodation at Roche Hall, 73 High Street Oatlands free of charge (including utilities).
- The maximum duration for any single residency will be four weeks.
- SMC will provide in-kind support at the discretion of the Heritage Project Officer (e.g. printing, advertising, access to buildings etc.).
- SMC will provide rehearsal and performance space free of charge (generally in Roche Hall, Oatlands Supreme Court House, the Oatlands Gaol Yard). The artist will have sole use of 73 High Street for the duration of their residency (excluding the two council offices at rear). The duration of exhibition time in other buildings is at the discretion of the Heritage Project Officer and must consider other user groups.
- SMC will promote the program, events and individual artists as widely as practicable (in consultation with the artist). SMC reserve the right to terminate the residency if the provisions of this policy or any other SMC policy are breached.



Council Policy

**PERFORMING RESIDENCIES IN SOUTHERN MIDLANDS
POLICY**

Approved by: DRAFT
Approved date: XXXX
Review date: XXXX

3.6 The Artist's Inputs, expectations and responsibilities

- The artist is to be familiar with and abide by the various user manuals and policies for the buildings utilised.
- The artist will provide at least three public performances during their stay.
- The artist will sign a waiver of any liability of Council for loss or damage to their property during the course of their residency.
- To make reasonable effort in promoting their residency and the SMC PRISM program as widely as practicable.

3.7 Copyright and right to profit

- Council's input and support of the PRISM program will be acknowledged in all initiatives directly arising from the PRISM program.
- Whilst the artist will retain Intellectual property of their work produced during their residency, they will allow Council to utilise it (e.g. recordings) for not-for-profit purposes, with due acknowledgement, in perpetuity.
- The artist will allow SMC to utilise images and other promotional material resulting from the residency for not-for-profit purposes with due acknowledgement.
- Public admission to performances during the residency must be free.
- The artist and SMC may negotiate joint commercial initiatives arising from the residency.

4. RELATED DOCUMENTS

- Use policies and user manuals for various buildings used.

5. DOCUMENT ADMINISTRATION

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

This document is Version 1.0 effective XXXX. The document is maintained by the Heritage Projects Program, for the Southern Midlands Council.



Agreed Process
for
Considering the SMC Community Small Grants
Program
Funding of Applications



Assisting in building the capacity and resilience of the Southern Midlands

Prepared by

Andrew Benson, Deputy General Manager

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Email Address: mail@southernmidlands.tas.gov.au Web: www.southernmidlands.tas.gov.au
ABN 68 653 459 689

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

The process consists of;

1. **Firstly**, a set of criteria in a matrix format to establish the initial eligibility of the applicants. This set of criteria was extracted from the grant guidelines as issued to the Applicants. This set of criteria required a YES, NO or N/A response. These are classified as *must comply*, if an Applicant does not meet this then the application is not further assessed.

MUST - Eligibility YES
A not for profit community group or voluntary association that is legally constituted as an incorporate body
A not for profit community group or voluntary association that is not legally constituted as an incorporate body but will operate this grant under the auspice of one - Name of auspicing body
The group or organisation is located in the Southern Midlands municipal area
The group or organisation is proposing an activity or project which will take place in the Southern 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 (if applicable).
Is the applicant an educational organisation
If an education provider will the project/activity be open to all residents and does it have a broad community benefit.
If the application is for an equipment grants applicants are required to contribute at least 50% towards the cost of the equipment, has this been identified in the budget.

2. **Secondly**, a set of criteria in a matrix format to establish the areas in which the grant does not cover. This set of criteria was extracted from the grant guidelines which is available to the Applicants. This set of criteria required a YES, NO or N/A response. These are also classified as *must comply*, if an Applicant scores a YES in response then the application is not further assessed.

MUST - NOs	Funds not available for the following
	Has the Applicant organisation previously failed to acquit Council assisted projects in line with the agreed terms.
	Actions/services previously disbursed.
	Fundraising purposes (donations).
	Program/projects by local schools/education providers that are exclusive to students Core school curriculum and activities cannot be considered.
	Projects with ongoing costs e.g. staff, salaries, administration, maintenance, insurance, rental or lease arrangements.
	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.
	The purchase of land.
	Routine and regular maintenance work to existing facilities (e.g. gardening, cleaning).
	Facilities where little or no public access is available.
	Travel to sporting competitions or conferences for individual or community groups.

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

3. **Thirdly**, a set of criteria that have been called the WANTS in a matrix format that are 'weighted' to gauge the extent to which the assessment panel believe that the application meets the criteria detailed below. This set of criteria has been extracted from the grant guidelines as they are pivotal to the decision making process, eg risk assessment, funding sought from Council as a percentage of the total project costs, etc.

This set of criteria requires a "raw scoring" of between 1 and 5 (5 being the highest/best category), which is then multiplied by the weighting to achieve a "refined score". For example in Criterion 1, the weighting (WT) is 10 because it was felt that this criterion represents a very high priority, when the application is scored by an assessment panel member against this criterion, if the member of the assessment panel scores it as a 1, in the 1 to 5 range, this is then automatically multiplied by the weighting (WT), which arrives at a "refined score" of 10. Likewise if the member assessed it as a 5, in the 1 to 5 range which is then automatically multiplied by the weighting (WT) it comes up with a "refined score" of 50. Working this process through against each of the fourteen criteria by each of the assessment panel members it arrives at a total as shown on the A3 *Summary Sheet*.

WANT
<u>Criteria 1</u> Demonstrate considerable benefit to the community;
<u>Criteria 2</u> Raise the awareness of or access to a service, program, group or issue or maximize the participation or use of facility;
<u>Criteria 3</u> Demonstrate coordination with other groups in the community;
<u>Criteria 4</u> Address local issues by attempting to meet a community need or gap;
<u>Criteria 5</u> Show evidence of community support for the project;
<u>Criteria 6</u> Enhance the lifestyle options for residents and visitors in the community;
<u>Criteria 7</u> Demonstrate an ability to manage the project through resource allocation, effective planning, clear goals and evaluation processes;
<u>Criteria 8</u> Demonstrate the ability to be ongoing (if appropriate).
<u>Criteria 9</u> Is the project reliant on other funds, if so has other fund been approved
<u>Criteria 10</u> Includes the ability for broad Community access – Land Tenure
<u>Criteria 11</u> Grant funds applied for as a % of the total to complete the project
<u>Criteria 12</u> The Project shall be one that has not received any previous funding for the same purpose by Council or any other funding body
<u>Criteria 13</u> Risk Assessment of this Project
<u>Criteria 14</u> Funding received over the last five years

*Affectively in
this model the
highest
collective
score is
determined to
be the most
deserving
application.*

4. **Potential Conflict of Interest** We had like to have seven people that assess and scored the applications because of the high level of potential 'conflict of interest' that is present in such a small Community. When a Councillor or officer identifies a conflict of interest (ie if an Elected Member or an Officer on the Assessment Panel is an office bearer for the organisation that is an Applicant for a grant, they are required to declare that interest and exit the meeting, they do not enter into discussions or score that application) and the automatic scoring in the spread sheet is adjusted by the averaging (ie if there is no conflict of interest with an Application the totals of all seven scorers is summed and then divided by seven to achieve the average. If there is one conflict of interest then the totals of all six scorers is summed and then divided by six to achieve the average). Therefore with potentially seven assessors individually scoring fourteen criteria, coupled with the weightings and then the averaging, no one assessor has the ability to adversely influence the potential outcome of the scoring. In a further element of transparency the A3 Summary Sheet is available to all applicants, which details the scoring, so that they can gauge their level of success compared with the other applicants based purely on the identified criteria.

The Members of the Assessment Panel who declared an interest and therefore stood aside in relation the nominated application were;

- a. ##### (organisation), ##### (Assessment Panel Member);
b. ##### (organisation), ##### (Assessment Panel Member).

These declarations and withdrawals ensured the integrity of the process.

It is noted that the Manager Community & Corporate Development, Wendy Young participates as an observer of the grants assessment process in her role as Internal Compliance Officer to verify the integrity of the whole process in her reporting to the Audit Panel.

The Committee noted that *(this is where any comments from the Assessment Panel are detailed about any individual application requiring noting for the transparency of the decision making, eg non-compliant application and the reason for the non-compliance)*

5. Analysis and Decisions

Following the detailed assessment of the applications in accordance with the aforementioned process, the following documents are provided,

1. Analysis of the Community Small Grants Program September 20## (A3 Spreadsheet) – to be enclosure with the Report
2. Summary of Applicants and also the Committee recommendations following the assessment (on the following page)

The two aforementioned documents detail the ranking of the assessments by the Assessment Panel in accordance with the criteria, which then allows for the dollar values to be trickled down from the highest ranking application ie (application 1 of 14) under its 'Will Accept' value,. The observer will notice that from application 1 of ## to application ## of ## were fully funded for their 'Will Accept' value, at which stage the \$#### budget was nearly expended

The applications that scored ## out of ## (*organisation*), and ## out of ## (*organisation*) were balanced out to be equal value of \$### each. This does not meet their 'Will Accept' value, however it will provide the opportunity to purchase some of the ### that they were hoping to fully fund through the grant. The Deputy General Manager will enquire if those amounts are workable for the Clubs.

Unfortunately the two lowest scoring applications did not attract funding as the dollar value of the grants budget had been exhausted prior to reaching them, ie (*organisation*) that scored number ## out of ## (second lowest scoring) and the (*organisation*) that scored ## out of ## (lowest scoring).

Summary and the associated assessment provides the recommended funding level to Council.

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

Example

Southern Midlands Community Small Grants Program 2022										
Group/Club	Auspected by	Project	Project Cost	Grant Sought	Will Accept	Recommend to Council	Score	Remarks	Admission Letters	
Bagdad Online Access Centre	BCC	Equip - Vacuum, Oven, Dining Suite, AquaStation	\$ 2,997.00	\$ 2,997.00	\$ 2,997.00	\$ 2,997.00	7	Yes GST - Yes ABN - Yes PL	✓	
Bagdad VFB	SFC	Therma Imaging Camera	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00	3	Yes GST - Yes ABN - Yes PL	✓	
Brighton & Green Ponds RSL		Heat pumps for Hall	\$ 9,096.94	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	5	No GST - Yes ABN - Yes PL	✓	
Campania FC		Floor coverings	\$ 3,775.00	\$ 3,000.00	\$ 2,000.00	\$ -	13	No GST - Yes ABN - Yes PL	✓	
Central Hawks JFC		Floor coverings	\$ 5,400.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	10	No GST - Yes ABN - Yes PL	✓	
Colbrook Golf Club		Cooker, urn and Microwave	\$ 2,614.09	\$ 2,614.09	\$ 2,614.09	\$ -	14	No GST - Yes ABN - Yes PL	✓	
Community Shed Oaklands	SMC	Replacement wood heater & install	\$ 3,148.00	\$ 2,048.00	\$ 1,999.00	\$ 1,599.00	2	Yes GST - Yes ABN - Yes PL	✓	
Jericho VFB	MMRC	Audio visual equipment	\$ 3,994.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	6	No GST - Yes ABN - Yes PL	✓	
Mtoun Pleasant FC		Floor Coverings	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	8	Yes GST - Yes ABN - Yes PL	✓	
Navigate Family Services		Piles Community Project	\$ 4,000.00	\$ 3,000.00	\$ 2,800.00	\$ 2,800.00	1	No GST - Yes ABN - Yes PL	✓	
Oaklands En Service & Community Club		Bar furniture upgrade	\$ 3,491.00	\$ 3,000.00	\$ 3,000.00	\$ 1,452.00	12	Yes GST - Yes ABN - Yes PL	✓	
St. Mary's Community Cemetery Kempton		Heritage Repairs	\$ 5,160.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	9	No GST - Yes ABN - Yes PL	✓	
Tunbridge Town Hall		Ceiling repairs	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	4	No GST - Yes ABN - Yes PL	✓	
Tunnack Community Club		Furniture	\$ 4,308.80	\$ 3,000.00	\$ 2,500.00	\$ 1,492.00	11	Yes GST - Yes ABN - Yes PL	✓	
Woodsdale FC		Septic tank, supply and install	\$ 6,500.00	\$ 3,000.00	\$ 2,000.00	\$ -			✓	
			\$ 62,124.83	\$ 42,359.09	\$ 39,210.09	\$ 30,000.00				

Agreed Process for Considering the SMC Community Small Grants Program Funding of Applications

The Facilities & Recreation Committee took the following decision.

DECISION

Moved by _____, seconded by _____

THAT

1. *The application from the (organisation) was not considered in this grants assessment process (details why).*
2. *The assessment process as developed by the Deputy General Manager undertaken by the Assessment Panel of the Facilities and Recreation Committee, plus ### (number) Council Officers be endorsed;*
3. *The attached summary document (marked Southern Midlands Council Community Small Grants Program 20## – Recommend to Council) articulates the final decisions that have been calculated and endorsed based on the Southern Midlands Council Community Small Grants Program 20## assessment;*
4. *The financial allocations for the (####) round of the Southern Midlands Council Community Small Grants be subsequently submitted to the next Full Council meeting for ratification; and*

CARRIED

Councillor	Vote For	Vote Against

Process accountability by:

Andrew Benson
Deputy General Manager

1. PURPOSE

The purpose of this policy is to ensure that there are adequate systems in place to ensure the health, safety and welfare of remote & isolated workers in compliance with relevant provisions of the *Work Health and Safety Act 2012* Section 19 to reduce the risks of remote and isolated workers as far as is reasonably practicable.

2. DEFINITION

Remote or isolated work, in relation to a worker, means work that is isolated from the assistance of others persons because of location, time or the nature of the work.

Assistance includes, rescue, medical assistance and the attendance or emergency service workers.

3. SCOPE

This policy applies to all Southern Midlands Council workers who, as part of their duties, are required to undertake isolated or remote work activities, or manage or supervise workers who undertake remote or isolated work activities.

4. OBJECTIVES

To comply with *Work Health and Safety Regulations 2012* Section 48 and *Managing the Work Environment and Facilities Code of Practice* Section 4.2

Working alone or remotely increases the risk of any job. Exposure to violence and poor access to emergency assistance are the main hazard that increase the risk of remote or isolated work.

5. RISK MANAGEMENT

This policy is to be applied in conjunction with the Southern Midlands Council Risk Management Strategy and accepted operational procedures.

6. POLICY

Where a worker is required to work alone or after hours in the performance of their duties, the worker must first assess the risk before attending. If the jobs present a high level of risk they should not attend alone and wait for assistance by another worker. If they assess the risk as low they must communicate with the relevant office, advising the nature of the work, the location of the work, the length of time and report back once the job has been undertaken.

To protect remote and isolated workers, Council may install a GPS system, two-way communication systems and/or event data recorder in Council vehicles. Employees should be aware that the movement of vehicles fitted with a GPS may be monitored at any time to ensure safety of the worker.

Employees will be notified if a vehicle is fitted with a GPS system by either:

- Signage in the vehicle;
- Prior written notification (including electronically by email)

An officer nominated by the General Manager will monitor the system if and when required for safety purposes. Access to data will be restricted to the nominated officer and the relevant manager.

Workers may also be asked to carry any of the following:

- personal security system,
- personal location beacon (i.e. EPIRB)
- personal duress system; or
- Other system identified as necessary (and as far as practical) in any risk assessment undertaken for the activity.

Such systems or devices will allow for activation of an appropriate safety response if required.

7. DOCUMENT ADMINISTRATION

This Policy is to be reviewed every two years or as directed by the General Manager.

This document is Version 1.0 effective 22nd May 2019. The document is maintained by Community & Corporate Development, for the Southern Midlands Council.

1. PURPOSE

Southern Midlands Council is firmly committed to a policy enabling all work activities to be carried out safely, and with all possible measures taken to remove (or at least reduce) risks to the health, safety and welfare of employees, contractors, authorised visitors, and anyone else who may be affected by our business or undertakings.

We are committed to ensuring we comply with the *Work Health and Safety Act 2012*, the *Work Health and Safety Regulations 2012*, relevant Codes of Practice and relevant Australian Standards.

2. OBJECTIVE

Is to provide a workplace that is free from risks to health and safety by implementing the highest possible standards to protect workers' health, safety, mental and social wellbeing.

Is to engage and consult with all workers and others affected by our business or undertakings to ensure hazards are identified and the risks associated with them removed or reduced to the greatest degree.

Is to create a workplace environment where workers and others affected by our business or undertakings are encouraged and supported to raise health and safety issues and help reduce and manage them.

3. SCOPE

This policy applies to all workers of the Southern Midlands Council.

4. POLICY

Management

Management will ensure, as far as is reasonably practicable, the health and safety of:

- all workers engaged, or caused to be engaged by us
- all workers whose activities in carrying out work are influenced or directed by us
- other people, by ensuring they are not put at risk from work carried out as part of our business undertakings.

Management will also:

- provide and maintain a work environment free from risks to health and safety
- provide and maintain safe plant (equipment), structures and safe systems of work
- ensure the safe use, handling and storage of plant (equipment), structures and substances
- provide adequate facilities for the welfare of workers in carrying out work

- provide any information, training, instruction or supervision that is necessary to protect all people from risks to their health and safety arising from work activities
- ensure that the health of workers and the conditions at the workplace are monitored for the purpose of preventing illness or injury of workers arising from our business
- consult with workers on all matters relating to health and safety.

Workers

While at work, our workers must:

- take reasonable care for their own health and safety
- take reasonable care that what they do, or what they do not do, does not adversely affect the health and safety of other people
- comply (so far as they are reasonably able to) with any reasonable instruction given by management
- co-operate with any reasonable policy or procedure for work health or safety that has been communicated to them
- not misuse or interfere with anything provided for work health and safety
- report all incidents and near misses immediately, no matter how trivial
- engage in consultation with management to identify, assess and control hazards and the effectiveness of such controls
- report all known or observed hazards to their supervisor or manager.

5. LEGISLATION

- *Age Discrimination Act 2001 (Cth)*
- *Anti-Discrimination Act 1998 (TAS)*
- *Australian Human Rights Commission Act 1986 (Cth)*
- *Disability Discrimination Act 1992 (Cth)*
- *Fair Work Act 2009 (Cth)*
- *Local Government Act 1993 (TAS)*
- *Racial Discrimination Act 1975 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Workers Rehabilitation & Compensation Act 1988 (TAS)*
- *Work Health and Safety Act 2012 (TAS)*
- *Work Health and Safety Regulations 2022 (TAS)*

6. RELATED DOCUMENTS

- *Code of Conduct for Employees and other Workers Policy*
- *Code of Conduct (Elected Members)*
- *Bullying, Harassment & Violence Policy*
- *Computer Use & Electronic Communication Policy*



- *Communications & Social Media Use Policy*
- *Disciplinary Procedure*
- *Disciplinary Policy*
- *Fitness for Work Policy*
- *Issue Resolution Policy*
- *Performance Management Policy*
- *Remote & Isolated Worker Policy*
- *Workplace Behaviour Policy*
-

7. DOCUMENT ADMINISTRATION

This Instruction is a managed document and is to be reviewed every 2 years or as directed by the General Manager.

This document is Version X.X effective XX-XX-XXXX. The document is maintained by Community & Corporate Development, for the Southern Midlands Council.

SOUTHERN
MIDLANDS
COUNCIL



Work Health & Safety Policy

September 2015

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1 AUTHORITY & APPLICATION

Date of approval	23 rd September 2015
Source of approval	Council
Start date	23 rd October 2015
Related Council Documents	This Policy should be considered in the context of the following policies and procedures: <ul style="list-style-type: none">• <i>Code of Conduct</i>• <i>Communications</i>• <i>Disciplinary</i>• <i>Fitness for Work</i>• <i>Issue Resolution</i>• <i>Performance Management</i>• <i>Workplace Behaviour</i>

Date of review	1 July 2016
Previous policies replaced by this Policy	15.02.24_Workplace Health & Safety Policy

Definitions

Term

Meaning

Applicable Laws	All laws in connection with the carrying out of work or the Workplace including: <ul style="list-style-type: none">• <i>Age Discrimination Act 2004 (Cth)</i>• <i>Anti-Discrimination Act 1998 (TAS)</i>• <i>Australian Human Rights Commission Act 1986 (Cth)</i>• <i>Disability Discrimination Act 1992 (Cth)</i>• <i>Fair Work Act 2009 (Cth)</i>• <i>Local Government Act 1993 (TAS)</i>
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- *Racial Discrimination Act 1975 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Work Health & Safety Act 2012 (TAS)*
- *Workers Rehabilitation & Compensation Act 1988 (TAS)*

Council

Southern Midlands Council

Councillor

An elected member of Council known as a Councillor or Alderman or otherwise meeting the definition of a 'councillor' as defined under section 3 of the *Local Government Act 1993 (TAS)*

Employee

A person who carries out work for Council as an employee of Council.

General Manager

The general manager of Council as appointed under section 61 of the *Local Government Act 1993 (TAS)*.

Infringing Workplace Behaviour

Any act or omission, which amounts to a breach of any Council policy, contractual obligation or misconduct at common law.

Manager/Supervisor

A person at the Workplace who is appointed to a position that has management/supervisory responsibilities for others or their appropriately nominated or authorised delegate.

Officer

- (a) an officer within the meaning of section 9 of the Corporations Act 2001 of the Commonwealth other than a partner in a partnership; or
- (b) an officer of the Crown within the meaning of section 247 of the Work Health and Safety Act 2012 (Tas); or
- (c) an officer of a public authority within the meaning of section 252 of the Work Health and Safety Act 2012 (Tas) –

other than an elected member of a local authority acting in that capacity (which includes a Councillor);

Other Persons at the Workplace	Any person at the Workplace who is not a Worker including visitors and ratepayers.
Policy	This Work Health & Safety Policy including the 'Authority and Application'
Worker	<p>A person who carries out work in any capacity for Council, including work as:</p> <ul style="list-style-type: none">(a) an Employee;(b) a contractor or subcontractor;(c) an employee of a contractor or subcontractor;(d) an employee of a labour hire company who has been assigned to work at Council;(e) an outworker;(f) an apprentice or trainee;(g) a student gaining work experience;(h) a volunteer; or(i) a Councillor.
Workplace	A place where work is carried out for Council.
Training	Council will provide all persons covered by this Policy with appropriate training so they are made aware of their responsibilities and obligations under the Policy.
Amendment	Council retains the sole discretion to vary, terminate or replace this Policy from time to time. Council will consult before amendments are made and will notify and train those the amendments apply to.
Interpretation of Policy	<ul style="list-style-type: none">(a) The singular includes the plural and vice versa.(b) A reference to any legislation includes all delegated legislation made under it and amendments, consolidations, replacements or re-enactments of any of them.(c) A reference to policy or procedure means any

approved policies or procedures of Council unless otherwise stated.

- (d) 'Including' and similar expressions are not words of limitation.
- (e) A reference to a document (including this document) is to that document as amended, novated or replaced unless otherwise stated.
- (f) Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning.
- (g) Examples used in this Policy are for illustrative purposes only and are not intended to be exhaustive and depending on the circumstances may or may not amount to Infringing Workplace Behaviour.
- (h) Unless expressly provided for this Policy is not in any way incorporated as part of any enterprise agreement and does not form part of any Employee's contract of employment and any applicable enterprise agreement or contract of employment will prevail over this Policy to the extent of any inconsistency.
- (i) It is not intended that this Policy impose any obligations on the Council or those covered by it that are unreasonable or contrary to the operation of Applicable Laws. Any obligation, direction, instruction or responsibility imposed by this Policy must be carried out in a manner that an objective third party would consider to be fair and reasonable taking into account and in the context of all the relevant Applicable Laws, operational and personal circumstances.

Questions relating to the interpretation, application or enforcement of this Policy should be directed to a person's

Manager/Supervisor.

Reporting of Breaches

Persons covered under paragraph 3 (Coverage) must reasonably report breaches of Infringing Workplace Behaviour as follows:

For breaches by

- a) an Employee, Worker (other than a Councillor or General Manager), or Other Person at the Workplace the report must go to the reporting person's applicable Manager/Supervisor;
- b) the General Manager the report must go to the Mayor (or if unavailable to the next appropriately delegated Councillor);
- c) a Councillor the report must go to the Mayor (or if unavailable to the next appropriately delegated Councillor); and/or
- d) the Mayor the report must go to the Deputy Mayor (or if unavailable to the next appropriately delegated Councillor); and

as otherwise required or permitted by Applicable Laws.

Breach of Policy

Persons covered under paragraph 3 (Coverage) who engage in Infringing Workplace Behaviour may (as is appropriate and as applicable) be subject to appropriate disciplinary action in accordance with Disciplinary Policy and Procedure (Employees), Councillor's Code of Conduct complaint process (Councillors), or removal from the Workplace or termination of services (Workers [other than Employees or Councillors] and Other Persons at the Workplace). Infringing Workplace Behaviour may also amount to breaches of Applicable Laws:

- (a) exposing individuals to legal proceedings; and
- (b) making Council vicariously liable for conduct of others.

2 PURPOSE

The aims of this Policy are to:

- (a) recognise Council's commitment to its primary duty of care under the *Work Health & Safety Act 2012* (TAS).
- (b) recognise Council's commitment to providing a safe and healthy workplace for Workers and Other Persons at the Workplace whose health or safety could be at risk through our work;
- (c) direct and guide Workers and Other Persons at the Workplace regarding action considered reasonably practicable to protect health and safety;
- (d) provide a fair and flexible approach to work health and safety activities which take into consideration the individual, operational and environmental circumstances;
- (e) operate with any Applicable Laws or policies and procedures;
- (f) comply with Applicable Laws through implementing:
 - (i) appropriate plans, policies, procedures and programs to support and implement this Policy;
 - (ii) measurable safety performance objectives and targets;
 - (iii) training on health and safety matters relevant to Council work;
 - (iv) induction programs;
 - (v) consultation, cooperation and coordination processes;
 - (vi) adequate resources;
 - (vii) monitoring, reviewing and verification of Council systems; and
 - (viii) corrective action where it is identified that the acts or omissions of persons are putting themselves or others at risk.

3 COVERAGE

This Policy covers and applies to Workers and Other Persons at the Workplace in relation to all work, health and safety matters.

4 REQUIREMENTS

- (a) Workers and Other Persons at the Workplace must comply with this Policy.
- (b) Workers and Other Persons at the Workplace are required meet their duty of care obligations and to be accountable for their own safety and the safety of others at the Workplace.
- (c) Workers and Other Persons at the Workplace (unless otherwise notified in writing) are required to adhere to lawful and reasonable directions, policies and procedures regarding compliance with this Policy and health and safety generally.
- (d) Managers/Supervisors are required to:
 - (i) promote this Policy within their area of responsibility;
 - (ii) take reasonable steps to ensure that any potential breaches of this Policy are identified, taken seriously and acted upon appropriately; and
 - (iii) where applicable, if and as Officers, meet their due diligence obligations.
- (e) Council engaged Contractors are required, when undertaking Council projects in excess of \$30,000 to complete and have approved the SMC Project WH&S / Risk Management Plan.



Local Government Association Tasmania

General Meeting Motions

To be included at the General Meeting

to be held on 1 November 2023

326 Macquarie Street,
GPO Box 1521, Hobart, Tas 7000
Phone: (03) 6146 3740
Email: admin@lgat.tas.gov.au
Home Page: <http://www.lgat.tas.gov.au>

Motions

1.1 Diversity and Inclusion Statement3
1.2 Road linemarking responsibilities4
1.3 Parks and Wildlife Service and Crown Land Services Review and Resourcing5

* Denotes Attachment

1.1 Diversity and Inclusion Statement
Council – Kingborough Council

Decision Sought

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.

Background Comment

Kingborough Council is committed to creating a safe, welcoming, and inclusive community. In 2022, a subcommittee of Kingborough's Disability Inclusion and Access Advisory Committee was formed to consider how Council may better recognise and support the needs of people in the community who are neurodiverse, to address any potential discrimination. The subcommittee and Council officers developed a Diversity and Inclusion Statement, which was subsequently endorsed by the Disability Inclusion and Access Advisory Committee. The Statement refers to diversity of thought and background, including diversity of cultures, sexualities, beliefs, abilities, genders, and ages.

Diversity and Inclusion Statement

Kingborough Council strives to be the model of an inclusive culture where diversity of thought and background is valued.

We acknowledge, value and respect people of all cultures, sexualities, beliefs, abilities, genders and ages, and support their rights of equal access, equity and participation.

We believe diversity of thought and background, together with an inclusive work environment are critical to support every person and team to excel. We want to enable innovation for continuous improvement of service delivery.

We strive for an environment where people feel they belong, are valued as an individual, and are respected with a shared sense of fairness.

On 5 June 2023, Kingborough Council endorsed the Diversity and Inclusion Statement prepared by the Disability Inclusion and Access Advisory Committee. The Diversity and Inclusion Statement is intended to raise awareness of neurodiversity amongst staff and the broader community, and to encourage inclusivity and reduce discrimination. Kingborough Council is committed to providing workplace accommodations, providing senior staff with specific training on identifying and working positively with employees who are neurodiverse, and putting greater emphasis on diversity during recruitment and induction processes. The Statement has been promoted on Council's website and

is used to promote Council's approach to diversity and inclusivity in Council's recruitment and induction process.

1.2 Road line marking responsibilities Council – Kingborough

Decision Sought

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

Background Comment

There is a long-standing arrangement that the Tasmanian Government provides for the renewal of road line marking, although it is not a legislated responsibility. This covers renewal of all line marking except for parking bays and yellow lines and new installations a part of Council projects.

Each year the Department of State Growth (DSG) asks for a list of possible line marking renewal projects. Kingborough Council staff undertake an audit and provide a list and generally DSG fund a selection of what has been identified.

Kingborough Council Safety Committee members have noted that line markings on local roads are often faded and not fit for purpose and are an ongoing safety hazard for road users. There has not been adequate funding allocated to sustain local road line marking to an appropriate standard, noting that line marking needs to be renewed regularly.

It is noted that this matter was previously raised at a Local Government Association Tasmania (LGAT) in 2016 and it was agreed to advocate with the State Government.

LGAT did advocate with the State Government, however their position was they provided funding towards line marking on local government roads rather than taking responsibility for adequately managing all line marking.

This is a matter that concerns all councils and rather than advocating directly with State Government as a single council it would be prudent to seek whether there was an appetite for LGAT to again advocate to the State Government on behalf of the collective councils.

The intention with the advocacy would be to increase the funding for line marking on local government roads and to more clearly define the roles and responsibilities of the State Government and councils within the legislation frameworks available.

**1.3 Parks and Wildlife Service and Crown Land Services Review and Resourcing
Council – Break O’Day**

Decision Sought

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.

Background Comment

Regular reviews of administrative activities and resourcing levels are essential for maintaining effective, efficient, and accountable government agencies that can adapt to evolving circumstances and best serve the public and the environment.

At a local government level, we interact with the Tasmanian Parks and Wildlife Service and Crown Land Services on a continuous basis and we, local government agencies, have all experienced extremely lengthy delays in the processing of simple applications.

The delays in receiving the required approval for a simple project can be extremely frustrating and can potentially lead to the applicant just going ahead and doing what they were seeking approval for without waiting. This can have serious ramifications that ultimately have to then be addressed retrospectively and in a reactionary way. This defeats the protections that are afforded by going through the application process.

Anecdotally we hear that many of these delays come down to the low level of resourcing within the agency resulting in unrealistic workloads and ultimately the loss of experienced staff. This turnover of staff compounds the problem and delays being experienced.

Discussions with PWS and CLS staff involved in application processing over the last few years reveals that the amount of applications received has increased substantially. This has led to an increase in revenue flowing to Treasury, and whilst there has been an increase in revenue, the level of resources to deal with the applications received hasn’t increased as required.

Another area for concern for local government is the perception that delays to projects have within the community. The community is always quick to blame local government when there is a hold-up in a development even if it is out of our hands. The community more often than not hold us responsible for project delays. This can have serious impacts on a Council’s image within community as well as cause blow outs to time frames. This can be particularly problematic when grant funding is involved.

In requesting this review, The Break O'Day Council is asking that there be a particular focus on the level of resources that are available for administrative activities such as dealing with applications and permits. We believe that resources should be increased. With a greater level of resources applications will be dealt with within an appropriate timeframe.



Clarence... a brighter place

Attachment
AGENDA ITEM 17.1.4

38 Bligh St Rosny Park
PO Box 96
Rosny Park TAS, 7018
Ph 03 6217 9500
E clarence@ccc.tas.gov.au

1 September 2023

Mr D Lester
Chief Executive Officer
Local Government Association of Tasmania
GPO Box 1521
Hobart Tas 7001

Via email: dion.lester@lgat.tas.gov.au

Dear Dion

Review of 42 Day Planning Application Timeframe

Further to our conversation in early August regarding the above matter and the potential involvement of LGAT, at its meeting of 28 August, Council resolved as follows.

"That Council:

- A. *Acknowledges the consequences for not meeting the 42-day Statutory Timeframe (42-day rule) are too harsh, including that it can deny representors objecting to a development application the right to be fairly heard and deny elected Councillors the opportunity to represent community concerns in respect to the operation of the planning scheme.*
- B. *Authorises the Chief Executive Officer to write to the Local Government Association of Tasmania (LGAT) to request that LGAT convene a reference group from member Councils to develop options and recommendations for the sector to:*
 - (i) *Assess the impact of the 42-day rule on planning outcomes across local Councils in Tasmania (including both qualitative and quantitative data).*
 - (ii) *Identify what practices and delegations councils currently utilise to manage the 42-day rule, including the impact of those practices and delegations on representor objections.*
 - (iii) *Review equivalent 'deemed approval' and timeframe extension mechanisms of other jurisdictions to compare with Tasmania's arrangements.*

- (iv) *Based on the findings of points (i), (ii) and (iii) above, identify whether the 42-day rule operates in a manner that is fair and equitable to all parties to a development application; that is both applicants and representors*
- (v) *Recommend changes be implemented to ensure development applications are not required to be resolved under delegation because an applicant refuses to grant an extension of time for an application to be considered at a Council meeting."*

In accordance with Council's decision, I refer the matter to you for consideration of establishing a reference group of member councils, as referred to in Council's decision.

If you have any queries in regard to this matter please do not hesitate to contact Jane Murrell who will be the Acting Chief Executive Officer while I am on leave. Her contact details are telephone, 6217 9652 or email, jmurrell@ccc.tas.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ian Nelson', with a long horizontal flourish extending to the right.

Ian Nelson
Chief Executive Officer



Grant deed

Medical Accommodation Residential Units - Oatlands

The Crown in Right of Tasmania
(represented by the Department of Health)
(Grantor)

and

Southern Midlands Council
(Recipient)

REFERENCE AND CONTACT DETAILS

Department: Department of Health
Contact officer: Scott Pamham
Telephone: (03) 6166 1282
Email: scott.pamham@health.tas.gov.au

DoH Ref: LS – SC – 07 - 23

Doc Ref: Grant_Southern Midlands Council Draft 210923 (Clean)

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Grant deed

Details and recitals

Date:

Parties:

Name	The Crown in Right of Tasmania (represented by the Department of Health)
Short form name	Grantor
Notice details	C/- Commercial Services, Department of Health, Level 6, 22 Elizabeth Street, Hobart in Tasmania 7000 Attention: Deputy Secretary Infrastructure, Department of Health

Name	Southern Midlands Council
ABN	68 653 459 589
Short form name	Recipient
Notice details	71 High Street, Oatlands Facsimile: (03) 6254 5014 Email: mail@southernmidlands.tas.gov.au Attention: General Manager

Recitals:

- A. The Grantor has agreed to provide a monetary grant to the Recipient upon the terms and conditions set out in this Deed.
- B. The Recipient has agreed to accept the Grant on the terms and conditions set out in this Deed.

Information Table

Item 1 (clause 2.1): Approved Purpose for which the Grant is provided

The Approved Purpose is to assist the Recipient to develop and construct two residential units at 16 Church Street, Oatlands in accordance with the Plans and Specifications for the purpose residential accommodation facility for staff, contractors and agency nurses or medical practitioners employed or contracted by the Grantor, and medical practitioners employed or contracted by the local general practice medical centre (**Project**).

Item 2 (clause 3.1): Grant Amount

Two hundred thousand dollars (exclusive of GST)

Item 3 (clause 4.1): Payment method for the Grant

The Grant Amount will be paid, in instalments as follows:

- (a) an initial instalment in the sum of \$50,000 (exclusive of GST) (**First Instalment**) within 20 Business Days of the date of this Deed, subject to satisfaction of the Condition Precedent set out in the Table in Item 4 applicable to the First Instalment (or waiver by the Crown of that Condition Precedent).
- (b) a second instalment, in the sum of \$100,000.00 (exclusive of GST) (**Second Instalment**) within 20 Business Days of satisfaction of the Condition Precedent set out in the Table in Item 4 applicable to the Second Instalment (or waiver by the Crown of that Condition Precedent).
- (c) a third instalment, in the sum of \$50,000.00 (exclusive of GST) (**Third Instalment**) within 20 Business Days of satisfaction of the Condition Precedent set out in the Table in Item 4 applicable to the Third Instalment (or waiver by the Crown of that Condition Precedent).

Each instalment of the Grant is to be paid by electronic funds transfer upon provision of a tax invoice by the Recipient to the following account held by the Recipient:

Account name: South Midlands Council
Bank: Commonwealth Bank
BSB: 067 004
Account number: 1002 1055

Item 4 (clause 4.2(a)): Conditions precedent to payment of the Grant

The obligation of the Grantor to pay each of the following installments of the Grant is subject to those conditions set out in the following Table:

Instalment	Condition(s) Precedent
First Instalment	The Recipient providing documentary evidence to the satisfaction of the Grantor that the builder(s) to be used by the Recipient to complete the Project Works have the necessary skills, qualifications, and accreditations relevant to carry out the Project Works.

Second Instalment	The Recipient's Building Surveyor certifying that 50% of the Project Works have been completed and providing evidence of such certification to the reasonable satisfaction of the Grantor.
Third Instalment	<p>The Grantor being satisfied that:</p> <ul style="list-style-type: none"> (i) all of the Project Works have reached Practical Completion; (ii) the Units can be lawfully occupied for use as residential premises (with such evidence to include a current and valid Occupancy Permit); and (iii) the Grantee has entered into a licence agreement with the Grantor for occupation and use of the Units in accordance with the Approved Purpose.

Item 5 (clause 5.2):	Date for commencement of the Approved Purpose
	1 November 2023

Item 6 (clause 5.3):	Date for completion of the Approved Purpose
	31 August 2024

Item 7 (clause 8.2):	Reporting requirements
(a)	If requested by the Grantor, the Recipient must provide a financial statement as to those matters requested by the Grantor, in a form and substance satisfactory to the Grantor, within 20 Business Days of a request from the Grantor.

Item 8 (clause 11):	Special terms and conditions
1. Special Condition – Additional Definitions	
In this Deed, unless the context otherwise requires:	
Authority means any:	
(a)	government or local government;
(b)	governmental, semi governmental, statutory or judicial body, department, commission, authority, tribunal, agency, Minister, or entity;
(c)	government-owned corporation or enterprise;
(d)	distributor retailer or other utility service provider; or
(e)	other body or person authorised by Law to give an Approval that a person must

obtain to comply with a law.

Approval or Approvals means any approval, consent or certification required by Law or by an Authority with respect to something to be done under this Agreement.

Building Act means the *Building Act 2016* (Tas).

Land means the land situated at 16 Church Street, Oatlands in Tasmania and more particularly described in Certificate of Title Volume 22710.

Law includes any requirement of any statute, rule, regulation, proclamation, order in council, ordinance or by law whether commonwealth, state, territorial or local.

Occupancy Permit means an occupancy permit as defined in the *Building Act 2016* (Tas) in respect of the Units.

Plans and Specifications means the plans and specifications attached to this Deed.

Practical Completion means the stage when the Project Works have been practically completed and all Approvals necessary for the use and occupation of the land upon which the Project Works are situated.

Project means the project described in Item 1 (and where the context requires or permits includes the Project Works).

Project Works means those works required to construct two residential units on the Land substantially in accordance with the Plans and Specifications.

Units means the two stratum title units to be built by Grantee in accordance with the Plans and Specifications.

2. Special Condition - Recipient's obligations regarding Project Works

The Recipient must ensure that the Project Works are constructed:

- (a) in a proper and workmanlike manner;
- (b) generally in accordance with the Plans and Specifications (minor variations excepted); and
- (c) in compliance with all applicable Laws and all Approvals.

3. Variations to Plans and Specifications

- (a) The Grantee or Builder may make minor variations to vary the Plans and Specifications.
- (b) If the Grantee or Builder makes substantial variations to the Plans and Specifications, the Grantor must be notified and consent to any such variation (acting reasonably) within a reasonable timeframe considering the nature of the variation.

4. Special Condition – Recipient to comply with publicity and media requests

The Recipient must cooperate with any publicity and media events as requested by the Grantor, including provision of reasonable access to the land on which the Project Works are or have been carried out.

Agreed terms and conditions

The parties agree as follows:

2 Definitions and interpretation

2.1 Definitions

In this Deed, unless the context otherwise requires:

Approved Purpose means the purpose for which the Grant is provided as set out in Item 1.

Authorised Officer means:

- (a) if a party is the Crown or a Minister of the Crown, each of the Secretary of the department responsible for the administration of the Grant, an Acting Secretary of that department, a Deputy Secretary of that department, and a nominee of any of them; or
- (b) for any other party, a person authorised in writing by that party.

Business Day means a day that is not a Saturday, a Sunday, Easter Tuesday or a statutory holiday (as defined in the *Statutory Holidays Act 2000* (Tas)) generally observed in Hobart.

Crown means the Crown in Right of Tasmania.

this Deed means this deed and includes all its annexures, appendices, attachments and schedules (if any).

Default Event means each of the events specified in clause 10.1.

Details means the details and recitals set out above.

Government Body includes a body politic, a government (federal, state or local), a governmental, judicial or administrative body, a tribunal, a commission, a department or agency of any government, and a statutory authority or instrumentality.

Grant means the grant paid, or to be paid, by the Grantor to the Recipient pursuant to clause 3.1.

Grantor means the person or entity named above as Grantor and, where the context requires, includes the employees, authorised contractors and agents of that person. If the Grantor is a Minister of the Crown, a reference to the Grantor includes that Minister's predecessors and successors in office (as applicable).

GST means any goods and services tax or similar tax imposed by the Commonwealth of Australia (but excluding any penalty, fine, interest or similar payment).

GST Laws means applicable Laws relating to GST.

Information Table means the table titled 'Information Table' set out above.

Item means an item in the Information Table.

Law means:

- (a) principles of law or equity established by decisions of courts;

- (b) legislation and subordinate legislation; and
- (c) requirements, approvals (including conditions) and guidelines of any Government Body that have force of law.

month means calendar month.

Recipient means the person named above as the Recipient and, where the context requires, includes the officers and employees of the Recipient.

Relevant Matter means any matter or thing related to any of the following:

- (a) the performance by the Recipient of its obligations under this Deed;
- (b) the receipt, use or expenditure of the Grant;
- (c) the carrying out of the Approved Purpose (including the effectiveness of the Recipient's carrying out of the Approved Purpose);
- (d) any report provided, or to be provided, by the Recipient to the Grantor in accordance with this Deed;
- (e) any information provided by the Recipient to the Grantor in connection with any application for the Grant;
- (f) any breach of this Deed by the Recipient;
- (g) the occurrence, or possible occurrence, of any Default Event.

Right includes a right, a power, a remedy, a discretion or an authority.

2.2 Interpretation

In this Deed, unless the context otherwise requires:

- (a) the singular includes the plural and vice versa;
- (b) words importing a gender include all genders;
- (c) other parts of speech and grammatical forms of a word or phrase defined in this Deed have a corresponding meaning;
- (d) a reference to a thing (including property or an amount) is a reference to the whole and each part of that thing;
- (e) a reference to a group of persons includes a reference to any one or more of those persons;
- (f) a reference to an annexure, an appendix, an attachment, a schedule, a party, a clause or a part is a reference to an annexure, an appendix, an attachment, a schedule or a party to, or a clause or a part of, this Deed;
- (g) a reference to any legislation or legislative provision includes subordinate legislation made under it and any amendment to, or replacement for, any of them;
- (h) writing includes marks, figures, symbols, images or perforations having a meaning for persons qualified to interpret them;
- (i) a reference to a document includes:
 - (i) any thing on which there is writing;

- (ii) any thing from which sounds, images or writings can be reproduced with or without the aid of any thing else;
- (iii) an amendment or supplement to, or replacement or novation of, that document; or
- (iv) a map, plan, drawing or photograph;
- (j) a reference to an agreement includes an undertaking, deed, agreement or legally enforceable arrangement or understanding, whether or not in writing;
- (k) a reference to a 'person' includes a natural person, a partnership, a body corporate, a corporation sole, an association, a Government Body, or any other entity;
- (l) a reference to a party includes that party's executors, administrators, successors and permitted assigns and substitutes;
- (m) a reference to a Minister includes, as applicable, that Minister's predecessors and successors in office;
- (n) a reference to a Government Body or other body or organisation that has ceased to exist, or that has been renamed, reconstituted or replaced, or the powers or functions of which have been substantially transferred, is taken to refer respectively to the Government Body or other body or organisation as renamed or reconstituted, or established or formed in its place, or to which its powers or functions have been substantially transferred;
- (o) a reference to an office in a Government Body or other body or organisation includes any person acting in that office, and if the office is vacant, the person who for the time being is substantially responsible for the exercise of the duties, functions or powers of that office;
- (p) mentioning any thing after the words 'includes', 'included' or 'including' does not limit the meaning of any thing mentioned before those words;
- (q) a reference to a day is to be interpreted as the period of time in Tasmania commencing at midnight and ending 24 hours later;
- (r) reference to a time or date in connection with the performance of an obligation by a party is a reference to the time or date in Hobart, Tasmania, even if the obligation is to be performed elsewhere; and
- (s) references to '\$' and 'dollars' are to Australian dollars.

2.3 Headings

Headings are included for convenience only and do not affect the interpretation of this Deed.

2.4 No rule of construction applies to disadvantage party

In relation to the interpretation of this Deed, no rule of construction is to apply to the disadvantage of a party because that party was responsible for the preparation of this Deed or any part of it.

2.5 Information Table

- (a) An Item that has not been completed will be taken to be 'not applicable'.
- (b) Unless the context otherwise requires, expressions defined in the Information Table have the same meanings when used in other parts of this Deed.

3 Grant

3.1 Agreement to provide Grant

Subject to the terms of this Deed, the Grantor will provide to the Recipient the monetary grant set out in Item 2 for use by the Recipient for the Approved Purpose in accordance with this Deed.

3.2 Acknowledgments

The Recipient acknowledges and agrees that:

- (a) the Grantor's financial assistance to the Recipient in respect of the Approved Purpose is limited to the Grant;
- (b) nothing in this Deed requires the Grantor to provide any further financial assistance to the Recipient in respect of the Approved Purpose; and
- (c) the Grantor is not responsible for any liabilities incurred by the Recipient, or any obligations entered into by the Recipient, as a result of or arising out of, the Recipient's obligations under this Deed or in respect of the Approved Purpose.

4 Payment of Grant to Recipient

4.1 Method of Grant payment

Subject to clause 4.2, the Grantor will pay the Grant to the Recipient in the manner specified in Item 3. If no method of payment is specified in Item 3, the method of payment will be as determined by the Grantor.

4.2 Conditions affecting Grant payment

- (a) **(Conditions precedent):** If Item 4 includes any conditions precedent to the payment of the Grant, then the obligation of the Grantor to pay the Grant or part of the Grant is subject to the prior and continuing satisfaction of those conditions precedent (except for any of those conditions precedent waived in writing by the Grantor).
- (b) **(Default Events):** The Grantor is not required to pay the Grant (or if the Grant is payable by instalments, any instalment of the Grant) to the Recipient if a Default Event has occurred and has not been remedied to the satisfaction of the Grantor.
- (c) **(Requirement for tax invoice):** If the Grant, or any instalment of the Grant, is subject to GST, the Grantor is not required to pay the Grant (or the relevant instalment) until the Grantor has received from the Recipient a correctly rendered tax invoice in accordance with clause 12.

5 Application of Grant and related matters

5.1 Application of Grant for Approved Purpose

- (a) The Recipient must only use the Grant to undertake the Approved Purpose.
- (b) The Recipient must not change the Approved Purpose without the prior written approval of the Grantor, which approval may be given or withheld in the Grantor's absolute discretion.

- (c) The Recipient must undertake the Approved Purpose exercising reasonable skill, care and attention.

5.2 Commencement of Approved Purpose

The Recipient must substantially commence (to the Grantor's satisfaction) the Approved Purpose by the date shown in Item 5 or such later date, if any, approved in writing by the Grantor.

5.3 Completion of Approved Purpose

The Recipient must complete the Approved Purpose by the date shown in Item 6 or such later date, if any, approved in writing by the Grantor.

5.4 Compliance with Law

The Recipient must comply with all applicable Laws in expending the Grant and in carrying out the Approved Purpose.

5.5 Financial records

- (a) The Recipient must keep and maintain proper accounts, records and financial statements showing the receipt, use and expenditure of the Grant and the carrying out of the Approved Purpose.
- (b) The Recipient's financial statements must show, as separate items, the receipt, use and expenditure of the Grant.
- (c) The Recipient must allow the Auditor-General of Tasmania (or his or her nominee) to audit, inspect, and to take copies of, the Recipient's accounts, records and financial statements relating to the receipt, use and expenditure of the Grant.

5.6 Notice by Recipient of adverse matters

The Recipient must immediately notify the Grantor in writing of:

- (a) the occurrence of any matter, event or thing, occurring after the date of this Deed, that adversely affects or materially delays the Recipient carrying out the Approved Purpose in accordance with, or the performance by the Recipient of its obligations under, this Deed;
- (b) any breach of this Deed by the Recipient; or
- (c) the occurrence of any Default Event.

6 Publicity concerning Grant and Approved Purpose

The Recipient must include in any correspondence, promotional material, public (including media) announcement, advertising material, or other publication concerning the Approved Purpose, an acknowledgement that the Approved Purpose is assisted by a grant from the Grantor. The acknowledgement must be in a form and substance approved in writing by the Grantor.

7 Repayment of Grant by Recipient

7.1 Repayment obligation

The Recipient must repay to the Grantor on demand in writing by the Grantor:

- (a) any part of the Grant that is not required by the Recipient to carry out the Approved Purpose;
- (b) any part of the Grant that is used by the Recipient for a purpose that is not an Approved Purpose; and
- (c) the Grant (or such part of the Grant as may be determined by the Grantor in its absolute discretion) if:
 - (i) the Recipient does not complete the Approved Purpose by the date shown in Item 6 or such later date, if any, approved in writing by the Grantor;
 - (ii) this Deed is terminated by the Grantor in accordance with clause 10; or
 - (iii) a Default Event occurs.

8 Review, monitoring, audit, reports and related matters

8.1 Review, monitoring or audit of Relevant Matters

The Grantor may from time to time review, monitor or audit any Relevant Matter. The Recipient must in connection with any such review, monitoring or audit by the Grantor comply with any reasonable directions of the Grantor.

8.2 Reporting

- (a) The Recipient must provide to the Grantor the reports and other documents (if any) specified in Item 7.
- (b) The Recipient must provide to the Grantor such other reports and documents as required by the Grantor from time to time in connection with any Relevant Matter. Unless otherwise stated in Item 7, nothing in that Item limits the reports or frequency of reports that the Grantor may require under this clause 8.2(b).

9 Representations and warranties

9.1 Warranties

The Recipient represents and warrants to the Grantor that all information given, and each statement made, to the Grantor by the Recipient or its agents concerning any application for the Grant, is true, correct and not misleading in any way.

9.2 No reliance by the Recipient

The Recipient acknowledges that it has not entered into this Deed in reliance on any representation, warranty, promise, statement or undertaking made by the Grantor or any person on behalf of the Grantor.

10 Default Events and termination

10.1 Default Events

Each of the following events is a Default Event for the purposes of this Deed:

- (a) **(Breach not capable of being remedied):** If the Recipient breaches any of its obligations under this Deed and the breach is not capable of being remedied.

- (b) **(Failure to remedy breach):** If:
 - (i) the Recipient breaches any of its obligations under this Deed;
 - (ii) the breach is capable of being remedied; and
 - (iii) the Recipient fails to remedy the breach within the period (being a period of not less than five Business Days) specified by the Grantor in a notice given to the Recipient detailing the breach.
- (c) **(Repudiation):** If the Recipient repudiates this Deed.
- (d) **(Natural person):** If the Recipient is a natural person, at any time before the Recipient has performed all of its obligations under this Deed, the Recipient:
 - (i) dies;
 - (ii) becomes an insolvent under administration (as defined in section 9 of the *Corporations Act 2001* (Cwlth)), or any action is taken which could result in that event; or
 - (iii) ceases to be of full legal capacity.
- (e) **(Body corporate related events):** If the Recipient is a body corporate, at any time before the Recipient has performed all of its obligations under this Deed:
 - (i) the Recipient becomes an externally administered body corporate (as defined in section 9 of the *Corporations Act 2001* (Cwlth));
 - (ii) the Recipient is dissolved, wound-up or its registration is cancelled;
 - (iii) any process or action is commenced or taken which could lead to an event mentioned in clause 10.1(e)(ii); or
 - (iv) in the opinion of an Authorised Officer for the Grantor, the corporate governance or administration of the Recipient is materially deficient or unsatisfactory.
- (f) **(Representation):** If any representation or warranty by the Recipient in this Deed is untrue, false or misleading when made or repeated.

10.2 Termination - Default Events

In addition to any other Rights, if a Default Event occurs, the Grantor may terminate this Deed by notice in writing to the Recipient. The termination takes effect when the Grantor's notice is taken to have been received by the Recipient in accordance with clause 13.3 (or any later date specified in the notice).

11 Special terms and conditions

- (a) The special terms and conditions (if any) in Item 8 form part of this Deed.
- (b) If there is any inconsistency between the special terms and conditions in Item 8 and another provision of this Deed, the special terms and conditions override the other provision to the extent of the inconsistency.
- (c) A special term or condition in Item 8 is taken not to be inconsistent with another provision of this Deed if the special term or condition and the other provision of this Deed are both capable of being complied with.

- (d) To avoid doubt and without limiting the operation of clause 14.14, any Right contained in Item 8 is in addition to any other Rights provided for in this Deed or at Law.

12 GST

- (a) Unless otherwise stated in this Deed, all amounts payable by one party to another party are exclusive of GST.
- (b) If GST is imposed or payable on any supply made by a party under this Deed, the recipient of the supply must pay to the supplier, in addition to the GST exclusive consideration for that supply, an additional amount equal to the GST exclusive consideration multiplied by the prevailing GST rate. The additional amount is payable at the same time and in the same manner as the consideration for the supply.
- (c) A party that makes a taxable supply under this Deed must provide a valid tax invoice to the recipient of the supply.
- (d) A party's right to payment under clause 12(b) is subject to a valid tax invoice being delivered to the party liable to pay for the taxable supply.
- (e) If the consideration for a supply under this Deed is a payment or reimbursement for, or contribution to, any expense or liability incurred by the supplier to a third party, the amount to be paid, reimbursed or contributed in respect of the expense or liability will be the amount of the expense or liability net of any input tax credit to which the supplier is entitled in respect of the expense or liability.
- (f) Where any amount payable under this Deed is paid by being set-off against another amount, each amount must be calculated in accordance with this clause 12 as if it were an actual payment made pursuant to this Deed.
- (g) Unless the context otherwise requires, expressions used in this clause 12 that are defined in the GST Laws have the meanings given to those expressions in the GST Laws.

13 Notices

13.1 Notice requirements

- (a) A notice, certificate, consent, application, waiver or other communication (each a Notice) under this Deed must be:
- (i) in legible writing in the English language;
 - (ii) subject to clauses 13.1(b) and 13.1(c) signed by or on behalf of the sender or by a lawyer for the sender;
 - (iii) marked for the attention of the person or position (if any) specified in the Details applicable to the intended recipient of the Notice or, if the intended recipient has notified otherwise, marked for attention in the way last notified; and
 - (iv) left or sent in accordance with clause 13.2.

- (b) A Notice sent by email is taken to have been signed by the sender.
- (c) A Notice must not be given orally.

13.2 Method and address for delivery

- (a) Subject to clause 13.2(b), a Notice must be:
 - (i) left at the intended recipient's address set out in the Details;
 - (ii) sent by prepaid ordinary mail (or prepaid airmail, if from one country to another country) to the intended recipient's address set out in the Details; or
 - (iii) sent by email to the intended recipient's email address (if any) set out in the Details.
- (b) If the intended recipient of a Notice has notified the sender of another address, facsimile number or email address for the purposes of receiving Notices, then subsequent Notices to that intended recipient must be left at or sent to the address, facsimile number or email address (as applicable) last notified by that intended recipient.

13.3 Time of receipt

- (a) Subject to clause 13.3(b), a Notice is taken to have been received by the intended recipient:
 - (i) if left at the intended recipient's address, at the time of delivery;
 - (ii) if sent by prepaid ordinary mail, on the third Business Day after the day of posting, or if sent by prepaid airmail from one country to another country, on the tenth Business Day after the day of posting;
 - (iii) if sent by email, four hours after the time the email was sent (as recorded by the device from which the email was sent) provided that the sender has not received an automated message that the email has not been delivered.
- (b) If a Notice is received by a recipient on a day that is not a Business Day or after 4.00pm on a Business Day, the Notice is taken to be received at 9.00am on the next Business Day.
- (c) A Notice is effective from the time it is taken to have been received in accordance with clauses 13.3(a) and 13.3(b) (unless a later time is specified in the Notice, in which case the notice takes effect from that time).

14 Miscellaneous

14.1 Governing law

This Deed is governed by the Laws applying in Tasmania.

14.2 Dispute jurisdiction

The parties submit to the non-exclusive jurisdiction of courts with jurisdiction in Tasmania, and any courts that may hear appeals from those courts, in respect of any proceedings in connection with this Deed.

14.3 Entire agreement clause

- (a) This Deed forms the entire agreement of the parties in respect of its subject matter. The only enforceable obligations of the parties in relation to the subject matter of this Deed are those that arise out of the provisions contained in this Deed. All prior agreements in relation to the subject matter of this Deed are merged in and superseded by this Deed unless expressly incorporated in this Deed as an annexure, an appendix, an attachment or by reference.
- (b) Nothing in clause 14.3(a) affects the Grantor's Rights in connection with this Deed in relation to any information given, or statement made, to the Grantor by the Recipient, its employees or agents concerning any application for the Grant.

14.4 Liability

An obligation of, or a representation, a warranty or an indemnity by, two or more parties (including where two or more persons are included in the same defined term) under or in respect of this Deed, binds them jointly and each of them severally.

14.5 Benefit

An obligation, a representation, a warranty or an indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and each of them severally.

14.6 Severance

If a provision of this Deed is or at any time becomes illegal, prohibited, void or unenforceable for any reason, that provision is severed from this Deed and the remaining provisions of this Deed:

- (a) continue to be enforceable; and
- (b) are to be construed with such additions, deletions and modifications of language as are necessary to give effect to the remaining provisions of this Deed.

14.7 Counterparts

- (a) This Deed may be entered into in any number of counterparts.
- (b) A party may execute this Deed by signing any counterpart.
- (c) All counterparts, taken together, constitute one instrument.

14.8 Further assurance

The parties agree to do or cause to be done all such acts, matters and things (including, as applicable, passing resolutions and executing documents) as are necessary or reasonably required to give full force and effect to this Deed.

14.9 No partnership or agency

- (a) Nothing contained or implied in this Deed will:
 - (i) constitute, or be taken to constitute, a party to be the partner, agent or legal representative of another party for any purpose;
 - (ii) create, or be taken to create, a partnership or joint venture; or
 - (iii) create, or be taken to create, an agency or trust.
- (b) The Recipient must not represent or hold itself out to be a partner, joint venturer, agent or representative of the Grantor.

14.10 Legal costs

Each party must bear their own costs in preparing and negotiating this Deed.

14.11 Amendment

This Deed may only be amended or supplemented in writing signed by the parties.

14.12 Waiver

- (a) A failure or delay in exercising a Right does not operate as a waiver of that Right.
- (b) A single or partial exercise of a Right does not preclude any other exercise of that Right or the exercise of any other Right.
- (c) A Right may only be waived in writing, signed by the party to be bound by the waiver. Unless expressly stated otherwise, a waiver of a Right is effective only in the specific instance and for the specific purpose for which it was given.

14.13 Successors and assigns

This Deed is binding on and benefits each party and, unless repugnant to the sense or context, their respective administrators, personal representatives, successors and permitted assigns.

14.14 Rights cumulative

Each Right of the Grantor provided for in this Deed:

- (a) operates independently of any other Right of the Grantor provided for in this Deed; and
- (b) is cumulative with, and does not exclude or limit, any other Right of the Grantor, whether at Law or pursuant to any other agreement, deed or document.

14.15 Set-off

The Grantor may set-off against any moneys payable by the Grantor to the Recipient under this Deed any debt or other moneys from time to time due and owing by the Recipient to the Grantor. This right of set-off does not limit or affect any other right of set-off available to the Grantor.

14.16 No assignment

The Recipient must not assign any of its Rights and obligations under this Deed except with the prior written consent of the Grantor.

14.17 Disclosure

- (a) Despite any confidentiality or intellectual property right subsisting in this Deed, a party may publish all or any part of this Deed without reference to another party.
- (b) Nothing in this clause derogates from a party's obligations under the *Personal Information Protection Act 2004* (Tas) or the *Privacy Act 1988* (Cwlth).

14.18 Determination

Where the Grantor is required or entitled to form or hold an opinion or view under or in relation to this Deed, that opinion or view may be formed or held by an Authorised Officer for the Grantor. This clause does not limit any other way in which the Grantor may otherwise form or hold an opinion or view under or in relation to this Deed.

14.19 Consent and approvals

- (a) This clause applies to any consent or approval which the Recipient must obtain from the Grantor in accordance with this Deed. For the avoidance of doubt, this clause does not apply to any consent or approval to be given under any legislation.
- (b) A request for consent or approval must be made in writing.
- (c) A consent or approval for the purposes of this Deed is not effective unless given in writing.
- (d) A consent or approval may be given subject to reasonable conditions.
- (e) A Recipient must comply with any conditions subject to which the consent or approval is given. To the extent that the Recipient fails to comply with the condition, that failure is taken to be a breach of this Deed.

14.20 Doctrine of merger

The doctrine or principle of merger does not apply to this Deed or to anything done under or in connection with this Deed. Accordingly, no Right or obligation of a party is merged in any thing done pursuant to this Deed.

14.21 No interference with executive duties or powers

Nothing in this Deed is intended to prevent, is to be taken to prevent, or prevents, the free exercise by the Governor, by any member of the Executive Council, or by any Minister of the Crown, of any duties or authorities of his or her office. Any provision of this Deed that is inconsistent with this clause is of no legal effect to the extent of the inconsistency.

14.22 Surviving provisions and termination

- (a) The termination of this Deed does not affect or limit the operation or effect of clauses or parts of this Deed:
 - (i) that are expressed to survive the termination of this Deed;
 - (ii) that, at Law, survive the termination of this Deed; or
 - (iii) that are necessary to survive the termination of this Deed:
 - (A) to give full force and effect to the parties' respective Rights, obligations and liabilities on or after the termination of this Deed;
 - (B) to enable a party to make, enforce or defend any claims related to this Deed; or
 - (C) to give full force and effect to the operation of clause 14.22(b) or clause 14.22(c).
- (b) The termination of this Deed does not affect any claims related to, or any Rights, releases, obligations or liabilities accrued or incurred under, this Deed before the date on which this Deed is terminated.
- (c) Nothing in this clause 14.22 affects or limits the operation of another provision of this Deed which gives a party Rights, or imposes obligations on a party, on or after the termination of this Deed.

Executed as a deed

Signing

Signing by Grantor

Executed as a deed on behalf of the **Crown in Right of Tasmania** by the person named below in the presence of the witness named below:

Signature: →

Being a person who has authority to sign this Deed on behalf of the Grantor

*Print name and position:

Witness' signature: →

*Witness print name and position:

*Use BLOCK LETTERS

*Witness print address:

Signing by Recipient

The common seal of **Southern Midlands Council** was affixed pursuant to a Resolution of the said Council in the presence of:

Common seal: →

Signature: →

*Print name and position held:

Signature: →

*Print name and position held:

*Use BLOCK LETTERS

Attachment 1: Plans and Specification

Attachment
AGENDA ITEM 18.1

[#To be attached ##]