



ATTACHMENTS

ORDINARY COUNCIL MEETING

Wednesday, 22nd April 2026
10.00 a.m.

Levendale Hall
1325 Woodsdale Road, Levendale

- | | |
|---------------------|---|
| Item 5.1 | Draft Council Meeting Minutes (Open) – 25 th March 2026 |
| Item 5.2.1 | Chauncy Vale Management Committee Meeting Minutes – 2 nd February 2026 |
| | Campania Hall Management Committee Meeting Minutes – 8 th April 2026 |
| | Lake Dulverton & Callington Park Management Committee Meeting Minutes – 13 th April 2026 |
| Item 13.10.1 | Buckland Road Traffic Counter Report |
| Item 17.1.1 | Recruitment Policy & Procedures |
| | Selection Policy & Procedures |

SOUTHERN
MIDLANDS
COUNCIL



MINUTES

ORDINARY COUNCIL MEETING

Wednesday, 25th March 2026
10.00 a.m.

Colebrook Hall
45 Richmond Street, Colebrook

DRAFT

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OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL HELD ON WEDNESDAY 25TH MARCH 2026 AT THE COLEBROOK HALL, 45 RICHMOND STREET, COLEBROOK, COMMENCING AT 10.00 A.M.

In accordance with Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2025*, Mayor Batt advised all attendees that:

- a) this meeting is being recorded;
- b) all persons attending the meeting are to be respectful of, and considerate towards, other persons attending the meeting; and
- c) language and conduct at the meeting that could be perceived as offensive, defamatory or threatening to a person attending the meeting, or listening to the recording, is not acceptable.

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 D Blackwell, Cllr B Campbell and Cllr D Fish.

Mr T Kirkwood (General Manager), Mr A Benson (Deputy General Manager), Mr D Richardson (Manager Infrastructure and Works), Mr G Finn (Manager Development and Environmental Services), Ms W Young (Manager Community and Corporate Development) and Ms J Crosswell (Executive Assistant).

4. APOLOGIES

Cllr F Miller.

5. MINUTES

5.1 Ordinary Council Meeting

DECISION

Moved by Clr D Fish, seconded by Clr B Campbell

THAT the Minutes (Open Council Minutes) of the Council Meeting held 24th February 2026 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 B Campbell	✓	
Clr D Fish	✓	

5.2 Special Committees of Council Minutes

5.2.1 Special Committees of Council - Receipt of Minutes

DECISION

Moved by Clr A E Bisdee OAM, seconded by Clr D Blackwell

THAT the minutes of the Special Committee 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 B Campbell	✓	
Clr D Fish	✓	

5.2.2 Special Committees of Council - Endorsement of Recommendations

DECISION

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

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

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

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

DECISION

Moved by Clr A E Bisdee OAM, seconded by Clr B Campbell

THAT the information 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 B Campbell	✓	
Clr D Fish	✓	

7. COUNCILLORS – QUESTION TIME

7.1 Questions (On Notice)

Nil.

7.2 Questions Without Notice

Clr B Campbell – Yarlington Road, Colebrook – stock straying – is this still an issue?
General Manager indicated that he was not aware of any ongoing issues, however a member of the public indicated that there were still problems being experienced. Animal Control Officer to follow-up.

Clr B Campbell – Old Colebrook Post Office – condition of front verandah – any update in relation to timing of remedial works?
Question taken on notice.

Clr B Campbell – Tas Fire Service – Woodsdale Fire Station – trip hazard side entry door.
To be reported to the Tasmania Fire Service District Officer.

Clr B Campbell – Oatlands Council Chambers / Town Hall – side entry door upgrade (i.e. accessibility).
Plans are being finalised.

Clr B Campbell – Tas Petroleum – Development Application – any feedback received?
Manager Development & Environmental Services informed Council that the Planning Commission has requested copies of all relevant documentation for review. These have been submitted.

Clr B Campbell – TasRecylce – Container refund collection point – need to have a site located within Southern Midlands Council area.
Manager Infrastructure & Works provided background comment. Will raise at the next quarterly meeting.

Clr D Blackwell – Food Licences – Fee Options – can this be discussed as part of the budget process?
General Manager confirmed that this can be considered as part of reviewing the Schedule of Fees & Charges.

Mayor E Batt – Kempton Township – 200 year celebration – Mayor Batt sought Council's views regarding the conduct of an event or activity to celebrate and recognise the 200-year anniversary of Kempton.
The General Manager advised that Council could collaborate with the Green Ponds Progress Association to develop and deliver an appropriate commemorative event or activity.

Mayor E Batt – Kempton – Stormwater Management Plan – questioned whether the Kempton Stormwater Management Plan can be placed on Council's website for review by members of the community.
The General Manager confirmed that a copy of the Plan can be made available on the website.

8. DECLARATIONS OF PECUNIARY INTEREST

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2025*, 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 2025*.

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 2025*, 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.)

Councillors are advised that, at the time of issuing the Agenda, one question on notice had been received from a member of the public.

R & K Goudsouzian (Wybra Hall, Midland Highway, Mangalore) – Development Application – Custodial Facility at 466 Brighton Road, Pontville

The following question was received on 2nd March 2026.

In the previous 3 months up to the 10th December 2025 when council voted on the Development Application for the proposed Youth Justice Custodial facility at Pontville

- were there any meetings or workshops to discuss this?*
- who was in attendance at those meeting workshops and what was discussed?*
- was Roger Jaensch or any other government representative in attendance at any of these meetings/workshops?*

Response:

This question seeks details in relation to any meetings or workshops held during the period 10th September 2025 to 10th December 2025.

For information, the Development Application was advertised on 17th November 2025, with representations invited for a fourteen-day period ending 1st December 2025. The Agenda for the Council Meeting was issued on 6th December 2025.

The Development Application was formally considered by Council at its meeting held on 10th December 2025, which commenced at 2.00 p.m.

A meeting was held on 9th December 2025. This meeting was with Mr R Goudsouzian. This meeting was attended by Deputy Mayor K Dudgeon, Cllrs A E Bisdee OAM, D Blackwell, B Campbell and D Fish. Council officer G Finn was present.

Councillors were able to attend an informal briefing with Council officers on 10th December 2025, commencing at 11.00 a.m., prior to the Council Meeting. This session provided an opportunity for Councillors to seek clarification of matters arising from the Agenda assessment report or to request further explanation if required.

This internal briefing/ workshop was attended by Mayor E Batt, Deputy Mayor K Dudgeon, Cllrs A E Bisdee OAM, D Blackwell, B Campbell and D Fish. There were no government representatives in attendance. Council officers T Kirkwood, G Finn and L Brown were also present.

No other meetings or workshops were held to discuss this matter within the nominated period.

Mayor E Batt invited questions from members of the public in attendance.

Ms Christine Boyce – acknowledged and thanked Council for the work undertaken on Yarlinton Road, Colebrook and within the Colebrook Township more broadly, including streetscape improvements.

Julia Jabour – Midlands Hotel – High Street, Oatlands – raised concerns regarding unsightly temporary fencing that has been in place for a considerable period. Does Council have any authority to address the situation?

The General Manager acknowledged that the fencing has been in place for an extended period and advised that it remains due to the site being classified as a construction area and to manage potential risks. While Council may not have any specific legislative powers to require its removal, the matter can be raised with the property owner to explore possible options.

Julia Jabour – raised concerns regarding fuel pricing and the potential for a fuel shortage, and queried whether Council has considered any plans to manage the situation?

The General Manager confirmed that Council officers have had preliminary discussions in relation to business continuity requirements in the event of a fuel shortage and/or significant price increases. More broadly, CEOs and General Managers are in communication through a process facilitated by the Local Government Association of Tasmania.

Steven Booker – Sandstone Memorial Plaques, High Street, Oatlands – referred to a matter raised several months ago regarding the plaques in High Street, Oatlands. He queried whether it would be possible to reposition the plaques so that they are readable from the footpath/verge rather than facing the roadway. With ANZAC day approaching, he asked whether this be addressed?

Matter to be assessed and actioned as a priority.

Steven Booker – Eddington Cottage – Midland Highway Bagdad – acknowledged Council's recent purchase of this property and noted that a Conservation Management Plan has been commenced. It was also noted that there is a potential fire risk associated with grass and other vegetation surrounding the building.

Property to be inspected and appropriate action taken.

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 2025

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

12.1.1 Development Application (DA2500146)

For: Extractive Industry increase in production to Level 2 activity at 1114 Stonehenge Road, Stonehenge (C/T 113533/1, 175080/1) application made by Southern Midlands Council on behalf of the owners Fife AMI 2303 Inglewood Road Pty Ltd

DECISION

Moved by Clr A E Bisdee OAM, seconded by Clr B Campbell

THAT THAT: Pursuant to the *Tasmanian Planning Scheme – Southern Midlands*, Council approve application DA DA2500146 for Extractive Industry (increase in production to Level 2 activity) at 1114 Stonehenge Road, Stonehenge in Tasmania, for the reasons outlined in the officer's report and a permit containing the following conditions be issued:

General

- (1) The use or development must be carried out substantially in accordance with the application for planning approval, the endorsed drawings and with the conditions of this permit and must not be altered or extended without the further written approval of Council.
- (2) This permit shall not take effect and must not be acted on until 15 days after the date of receipt of this permit unless, as the applicant and the only person with a right of appeal, you notify Council in writing that you propose to commence the use or development before this date, in accordance with Section 53 of the Land Use Planning and Approvals Act 1993.

Parking and Access

- (3) The internal access road, parking and associated turning, loading and unloading areas servicing the development must be designed and constructed to the satisfaction of Council's General Manager and must include:
 - a) adequate turning space on site to allow vehicles to enter and leave the site in a forward direction;
 - b) an all-weather pavement; and
 - c) stormwater drainage.
- (4) All areas set aside for parking and associated turning, loading and unloading areas and access must be completed prior to cartage of any materials extracted pursuant to the approved quarrying activity and must continue to be maintained to the satisfaction of Council's General Manager.

Environmental Protection Authority

- (5) The person responsible for the activity must comply with the conditions contained in Schedule 2 of Permit Part B, which the Board of the Environment Protection Authority (EPA) requires the planning authority to include in the permit, pursuant to section 25(5) of the Environmental Management and Pollution Control Act 1994.

THE FOLLOWING ADVICE APPLIES TO THIS PERMIT:

- A. This permit does not imply that any other approval required under any other legislation or by-law has been granted.
- B. This planning approval shall lapse at the expiration of two (2) years from the date of the commencement of planning approval if the development for which the approval was given has not been substantially commenced. Where a planning approval for a development has lapsed, an application for renewal of a planning approval for that development shall be treated as a new application.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

12.2 Subdivisions

Nil.

12.3 Municipal Seal (Planning Authority)

Nil.

12.4 Planning (Other)

Nil.

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

DECISION

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

THAT Council break for morning tea at 10.52 a.m.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

DECISION

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

THAT Council reconvene at 11.15 a.m.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

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 Sewer / Water and Energy

Strategic Plan Reference(s) 1.6

Increase the capacity of access to reticulated sewerage services / Increase the capacity and ability to access water to satisfy development and Community to have access to reticulated water.

Nil.

13.7 Drainage

Strategic Plan Reference 1.7

Maintenance and improvement of the town storm-water drainage systems.

Nil.

13.8 Waste

Strategic Plan Reference 1.8

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

Nil.

13.9 Information, Communication Technology

Strategic Plan Reference 1.9

Improve access to modern communications infrastructure.

Nil.

13.10 Officer Reports – Infrastructure & Works

13.10.1 Manager – Infrastructure & Works Report

QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

Clr D Fish – commented on fuel price increases and the impact these may have on Council’s works programme.

Manager Infrastructure & Works advised that price increases are already being notified by suppliers, particularly for road maintenance and construction type materials (i.e. bitumen etc.)

Clr B Campbell – noted that guidepost replacement has been completed on various roads. *Manager Infrastructure & Works confirmed that this forms part of an ongoing programme undertaken as resources permit.*

Clr B Campbell – High Street, Oatlands – Footpaths – advised that community members have expressed a preference for sandstone- coloured finish.

Deputy Mayor K Dudgeon – Nala Road – Bridge (vicinity of the football ground) – raised concerns regarding potholes on the bridge approaches.

Manager Infrastructure & Works to inspect and take appropriate action.

Deputy Mayor K Dudgeon – Bagdad Primary School – noted the initial site works associated with property acquisition and car park development. Acknowledged the high standard of works and improved appearance.

Mayor E Batt – Campania Recreation Ground – confirmed that a fence / barrier is to be constructed along the top of the newly constructed retaining wall; confirmed that the temporary security fencing will be removed prior to the commencement of games at the ground.

Mayor E Batt – Kempton Stormwater Management Plan – discussion in relation to the ‘choke’ points that are identified in the Stormwater Management Plan and the proposed works to address these issues.

RECOMMENDATION

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

DECISION

Moved by Clr B Campbell, seconded by Clr D Blackwell

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 B Campbell	✓	
Clr D Fish	✓	

14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

14.1 Residential

Strategic Plan Reference 2.1
Increase the resident, rate-paying population in the municipality.

Nil.

14.2 Tourism

Strategic Plan Reference 2.2
Increase the number of tourists visiting and spending money in the municipality.

Nil.

14.3 Business

Strategic Plan Reference 2.3
Increase the number and diversity of businesses in the Southern Midlands / Increase employment within the municipality / Increase Council revenue to facilitate business and development activities (social enterprise).

Nil.

14.4 Industry

Strategic Plan Reference 2.4
Retain and enhance the development of the rural sector as a key economic driver in the Southern Midlands / Increase access to irrigation water within the municipality.

Nil.

15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)

15.1 Heritage

Strategic Plan Reference – Page 22

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

15.1.1 Heritage Project Program Report

DECISION

Moved by Deputy Mayor K Dudgeon, seconded by Clr B Campbell

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	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

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.

DECISION

Moved by Clr D Fish, seconded by Clr D Blackwell

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	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

15.3 Cultural

Strategic Plan Reference 3.3

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

Nil.

15.4 Regulatory (Development)

Strategic Plan Reference 3.4

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

15.4.1 Flour Mill Park Redevelopment Project

DECISION

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

THAT Council:

1. **Adopt the Concept Design Report as prepared by Inspiring Place;**
2. **Proceed with the implementation of the Concept Design;**
3. **Note the Community Feedback; and**
4. **Implement a Community Consultation process to explore the notion of an Off-Lead Dog Park in Flour Mill Park.**

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr A E Bisdee OAM	✓	
Cllr D Blackwell	✓	
Cllr B Campbell	✓	
Cllr D Fish	✓	

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

DECISION

Moved by Cllr B Campbell, seconded by Deputy Mayor K Dudgeon

THAT the Animal Management 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 B Campbell	✓	
Cllr D Fish	✓	

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 Oatlands Aquatic Centre – Coordinators Report

DECISION

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

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 B Campbell	✓	
Cllr D Fish	✓	

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.

16.7.1 Australian Electoral Commission – Proposed Redistribution of Tasmania’s Electoral Divisions (February 2026)

DECISION

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

THAT:

- a) The information be received; and
- b) Council endorse the submission to the Australian Electoral Commission which is to be signed by Mayor Batt.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

16.8 Safety

Strategic Plan Reference 4.8

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

16.8.1 Tasmania Fire Service – Colebrook, Parattah and Tunnack Fire Station Properties – Proposed Transfer of Ownership

DECISION

Moved by Clr B Campbell, seconded by Clr D Blackwell

THAT:

- a) The information be received;
- b) Subject to receiving final confirmation of acceptance of the offer by the Tasmania Fire Service, Council, in accordance with section 178 of the *Local Government Act 1993*, resolve by absolute majority to sell the three parcels of land to the Tasmanian Fire Service for a total amount of \$130,000;
- c) the General Manager proceed to –
 - publish this intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area;
 - display a copy of the notice on any boundary of the property that abuts a highway; and
 - notify the public that objection to the proposed sale(s) can be made to the general manager within 21 days of the date of the first publication.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

16.9 Consultation & Communication

Strategic Plan Reference 4.8

Improve the effectiveness of consultation & communication with the community.

16.9.1 Tunbridge Town Hall – Update

DECISION

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

THAT

- a) The information be received and noted;
- b) Council endorse the proposed course of action; and
- c) Council, working in conjunction with the Tunbridge Community Club Inc., proceed to convene an Annual General Meeting of the Tunbridge Town Hall Inc. for the purposes detailed in this report.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr A E Bisdee OAM	✓	
Cllr D Blackwell	✓	
Cllr B Campbell	✓	
Cllr D Fish	✓	

17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

17.1 Improvement

Strategic Plan Reference 5.1

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

17.1.1 Policy Review – Volunteer Policy

DECISION

Moved by Clr A E Bisdee OAM, seconded by Clr D Blackwell

THAT Council:

1. Receive and note the report; and
2. adopt the ‘Volunteer Policy’.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

17.1.2 Policy Review – Financial Hardship Assistance Policy

DECISION

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

THAT Council:

1. Receive and note the report; and
2. adopt the ‘Financial Hardship Assistance Policy’.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

17.1.3 Policy Review - Enforcement Policy

DECISION

Moved by Cllr B Campbell, seconded by Deputy Mayor K Dudgeon

THAT Council:

1. Receive and note the report; and
2. Council consider the draft 'Compliance and Investigation Procedure Policy' (as a substitute for the Enforcement Policy), and subject to any amendments, be submitted for formal adoption at the April 2026 Council Meeting.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr A E Bisdee OAM	✓	
Cllr D Blackwell	✓	
Cllr B Campbell	✓	
Cllr D Fish	✓	

17.1.4 Policy Development - Junior Mayor/Deputy Mayor Program Policy

DECISION

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

THAT Council:

1. Receive and note the report; and
2. adopt the Junior Mayor/Deputy Mayor Program Policy.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr A E Bisdee OAM	✓	
Cllr D Blackwell	✓	
Cllr B Campbell	✓	
Cllr D Fish	✓	

17.2 Sustainability

Strategic Plan Reference 5.2

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

17.2.1 Tabling of Documents

Nil.

17.2.2 Elected Member Statements

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

Deputy Mayor K Dudgeon – acknowledged Mia Barwick’s selection in the Australian Under 19’s Cricket Team, and her participation in the Grand Final, won by North Hobart for the third consecutive year. A letter of congratulations to be sent to Ms Barwick.

Deputy Mayor K Dudgeon – acknowledged that the Levendale Cricket Club won the Oatlands District Cricket Association Grand Final, noting that the event was extremely well attended.

Deputy Mayor K Dudgeon – attended the Highland Gathering at Oatlands on Saturday 21st March 2026, representing Mayor Batt in performing the official opening. Commended Deputy General Manager Andrew Benson and other council employees for their assistance leading up and during the event.

Clr D Blackwell – informed the meeting that the ‘Heartlands Tour’ event, facilitated by the Heritage Highway Tourism Region Association, will be held at Broadmarsh on Saturday 28th March 2026. Noted that bookings are very strong in advance of the event.

Clr B Campbell – attended the Woodsdale Museum Family Day and the Oatlands Highland Gathering.

**17.2.3 Local Government Association of Tasmania – General Meeting
(To be held 10th April 2026)**

DECISION

Moved by Clr D Fish, seconded by Clr B Campbell

THAT, as an outcome of discussions, Council note the following in relation to each Motion submitted to the Local Government Association of Tasmania for consideration at its General Meeting to be held 10 April 2026.

- 1. City of Hobart – Second Generation Rodenticides – Support**
- 2. West Tamar Council – Changing Local Government’s role in delivering immunisation programs – Support**

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

**17.2.4 Local Government – Reform to Councillor Numbers and Allowances
(Information Only)**

DECISION

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

THAT the information be received and noted.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

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 28 February 2026)

DECISION

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

THAT the Financial 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 B Campbell	✓	
Clr D Fish	✓	

18. MUNICIPAL SEAL

Nil.

**19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE
AGENDA**

Nil.

RECOMMENDATION

THAT in accordance with Regulation 17 (1) of the *Local Government (Meeting Procedures) Regulations 2025*, the following items are to be dealt with in Closed Session.

DECISION

Moved by Deputy Mayor K Dudgeon, seconded by Clr B Campbell

THAT in accordance with Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*, the following items are to be dealt with in Closed Session.

Matter	<i>Local Government (Meeting Procedures) Regulations 2015 Reference</i>
<i>Closed Council Minutes - Confirmation</i>	17(2)
<i>Applications for Leave of Absence</i>	17(2)(h)(i)
<i>Audit Panel Minutes</i>	17(2)(h)
<i>General Manager Briefing</i>	17(2)(a)

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

RECOMMENDATION

THAT in accordance with Regulation 17(2) of the *Local Government (Meeting Procedures) Regulations 2025*, Council move into Closed Session and the meeting be closed to members of the public.

DECISION

Moved by Clr B Campbell, seconded by Clr D Blackwell

THAT in accordance with Regulation 17(2) of the *Local Government (Meeting Procedures) Regulations 2025*, 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 B Campbell	✓	
Clr D Fish	✓	

CLOSED COUNCIL MINUTES

20. BUSINESS IN “CLOSED SESSION”

20.1 Closed Council Minutes - Confirmation

In accordance with the Local Government (Meeting Procedures) Regulations 2025, 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 17(2) of the Local Government (Meeting Procedures) Regulations 2025.

20.2 Applications for Leave of Absence

In accordance with the Local Government (Meeting Procedures) Regulations 2025, 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 17(2)(h)(i) of the Local Government (Meeting Procedures) Regulations 2025.

20.3 Audit Panel Minutes

20.3.1 Audit Panel Receipt of Minutes

In accordance with the Local Government (Meeting Procedures) Regulations 2025, 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 17(2)(h) of the Local Government (Meeting Procedures) Regulations 2025.

20.3.2 Audit Panel Endorsement of Recommendations

In accordance with the Local Government (Meeting Procedures) Regulations 2025, 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 17(2)(h) of the Local Government (Meeting Procedures) Regulations 2025.

20.4 General Manager Briefing

In accordance with the Local Government (Meeting Procedures) Regulations 2025, 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 17(2)(a) of the Local Government (Meeting Procedures) Regulations 2025.

RECOMMENDATION

THAT Council move out of “Closed Session”.

DECISION

Moved by Clr B Campbell, seconded by Deputy Mayor K Dudgeon

THAT Council move out of “Closed Session”.

CARRIED

DECISION		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Clr A E Bisdee OAM	✓	
Clr D Blackwell	✓	
Clr B Campbell	✓	
Clr D Fish	✓	

OPEN COUNCIL MINUTES

21. CLOSURE

The meeting closed at 12.50 p.m.

CHAUNCY VALE WILDLIFE SANCTUARY MANAGEMENT COMMITTEE
SOUTHERN MIDLANDS COUNCIL
MINUTES
OF GENERAL MEETING ON MONDAY 2 FEBRUARY 2026 @ 10:30 AM
AT CHAUNCY VALE RESERVE

Present:	Councillor Donna Blackwell Heather Chauncy Ben Masterman Tony Bantick Joanne Rowley Mary Smyth	Chair Chauncy Family Chauncy Family Community SMC SMC Weeds Officer
Absent:	Vicki Bird Graham Green	Bagdad Field & Game Community
Apologies:	Wendy Young Jamie Ward Victoria Needham Elise Jeffrey Brian Campbell Ashton Stacey	SMC Community Community TLC P&WS Caretaker

1. Minutes of previous meeting: Moved Tony seconded Heather *Carried*

2. Matters arising from the Minutes

Path to new toilet block to be installed. David Richardson has advised Council will install.

3. Correspondence

- Homeschool visit & bushwalk- provide Ben's information and they will co-ordinate a day to visit. Heather is also interested in attending.
- Feedback- positive email in relation to Ashton helping visitors at Chauncy Vale

4. Financial report

Financial report was distributed. Asked if the report could be made easier to understand. Will check with finance at Council.

Moved: Heather Seconded: Tony

5. Reserve Management Update

Interpretation panel & signs

Signs are completed, waiting on installation

Weeds report

Mary presented her report and gave feedback. She has completed 12 months work and the thistle infestation was vastly underrated when she started. Mary showed a mudmap of the sanctuary and where the thistles were located. She uses selective herbicides which doesn't affect grasses. There are 3 main thistles in the sanctuary- Slender, Scotch and Californian.

Discussion around having TAFE students, Ag students or Horticultural students to help with spraying/ weed control as volunteer helpers.

Mary requested if we could supply 5L of Wetter and 5L of Camberam- to go to Dave Richardson.

Weeds Action Fund- current stream not available- targeting specific weeds.

Display of weeds- to keep a look out for and report if found. Especially for Activity Days.

Drone spraying for higher unreachable areas. Mary to get quotes for a budget submission.

80th Anniversary concept discussion September 2026

Names for interviews

- Tammy Bennett (Bagdad Child Care)
- Trish Hodge (Palawa community)
- Ben Masterman
- Heather Chauncy
- Elise Jefferies (TLC)
- Helen Bird
- Mary Smyth (SMC Weeds Officer)

- Damian

Discussed the pricing for the outdoor cinema, will possibly decide on the 2.5m option. Will need additional lighting for the night- suggestions of solar lights or kerosene lanterns. Need to check if cabanas are still at Day dawn.

Need to find who has rights to the movie "They Found a Cave" as they were sold previously.

Trail improvement

Ben to obtain quote for budget submission for the improvement of the Winter Walk and reroute the track to the Day Dawn bridge to become accessible.

6. Flat Rock Reserve update (Tas Land Conservancy)

Nil

7. Other business

It was suggested that Council supply Ashton with fuel for his machines and is important he holds relevant licences.

Heather is going to hand over copyright for Nan Chauncy books to Living Book Press, Anthony Corfield, 147 Durren Road Jiliby NSW 2259. Royalties will go to Chauncy Vale and each new edition printed we will receive 2 free copies. Any copies to be sold must be ordered from Living Book Press.

New toilets- lights flicker and the toilets are slow to refill. Discussion around having a larger tank further up the hill and use a solar pump to pump from small tank to big.

Heather advised the gate should be closed of a night and only locked when there are no campers in the sanctuary.

Maintenance- tables on deck near BBQ need sanding and oiling. Bin near toilet needs a new handle

Meeting close: 12.30pm

8. Next meeting

20 April 2026 10.30am



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

Attendance **TIME** **DATE** **LOCATION**
7.07 PM 8TH APRIL, 2026 CAMPANIA HALL REEVE
STREET, CAMPANIA

MANAGEMENT COMMITTEE	Alex Green Rhonda Grice Trish Watkinson Simon Young Cllr Donna Blackwell	Chairperson Vice-Chairperson Secretary Treasurer
COMMITTEE OFFICERS	Luisa Cavaretta Gus Cavaretta Robin Howlett Roslyn Lambert	
INVITED GUEST(S)		
APOLOGIES	Robin Howlett, Luisa Cavaretta & Gus Cavaretta	

Welcome - Chairman

Agenda Items

ITEM	Previous Minutes	Attached File	
DISCUSSION	That the previous minutes of the Campania Halls Management Committee, held on the 14 th October, 2026 be confirmed as true and accurate record of the meeting		
DECISION	Moved by: Simon Young Seconded by: Rhonda Grice		
ACTION ITEMS		RESPONSIBILITY	TIME LINE

ITEM	Financial Report	Attached File	
DISCUSSION	Simon tabled the financial report – copy attached to the minutes.		
DECISION	Moved by: Simon Young Seconded by: Trish Watkinson		
ACTION ITEMS		RESPONSIBILITY	TIME LINE
Financial Report to be Circulated		Wendy	



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

ITEM	Review of Hall Hiring Fees & Charges	Attached File	
DISCUSSION	<p>Alex had prepared a comparison of comparable halls fees and charges in the surrounding area. It was noted that the hire fees and charges for the hall were considerably much lower. The current fees for the Campania Hall are:-</p> <ul style="list-style-type: none"> • Supper Room \$10 per hour • Hall \$10 per hour • Kitchen \$10 per hour • Hall heaters \$9 per hour • Dances and Disco's \$100 per hour • Children's Parties (local) \$150 • Children's Parties (outsiders) \$250 • Hall hire for all day \$350.00 + \$250 bond refundable – must have their own (public liability) and Liquor license if required <p>War Memorial to remain the same \$10 per hour.</p> <p>It was noted that the hall was a valuable community asset that should be utilised as much as possible.</p>		
DECISION	<p>After considerable discussion it was decided that the fee should be changed to encourage use. The following fees were decided:-</p> <ul style="list-style-type: none"> • Kitchen/hall//supper room/heater \$25 per hour • Supper Room and War Memorial Hall standalone rate each \$10 per hour • Hall hire for all day \$200 + \$250 bond refundable <p>It was also noted that Council has a Community Liability policy that is available for users that do not have their own – The application form to be made available on Council's website – the cost of this insurance is \$25 per user. The completed application form is to be returned to Council for acceptance.</p> <p>Some advertising of the hall is required to encourage use – place an advertisement in the Southern Midlands Regional News as well as putting it onto the Community Facebook pages.</p> <p>Moved by: Ros Lambert Seconded by: Rhonda Grice</p>		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	
Advertising of the Hall in Southern Midlands Regional News and Community Facebook Page	Wendy		



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

ITEM	Hall Update	Attached File	
DISCUSSION	<p>Trish raised that the blinds in the Campania Hall needed replacing – decided to wait to see what the new blinds in the Memorial Hall looked like first and then make a decision at a later time.</p> <p>Birds are entering the Hall through the air vents in the roof – it was also noted that when it rains it also come through the vents.</p> <p>In the discussion re other halls it was noted that their kitchen facilities were vastly superior to that of the Hall and that we should at upgrading the kitchen.</p> <p>The Campania Community Group had advised that the toilet was leaking in the Memorial Hall. Wendy has organised a plumber to have a look. Alex left the meeting to inspect but could not find a leak.</p>		
DECISION	<p>A kitchen Sub-Committee was formed – Trish, Ros, Alex and Rhonda. The sub-committee would come back to this committee with a plan and a quote for the kitchen upgrade.</p> <p>Wendy to arrange for a builder to have a look at air vents and to rectify.</p> <p>All correspondence from the Campania Community Group should be forwarded to Wendy in the first instance so that matters could be resolved at the time instead of waiting for the next Management Committee meeting.</p> <p>Moved by: Ros Lambert Seconded by: Simon Young</p>		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	
Builder to look at air vents	Wendy		
Sub-committee to come back with plan and quote	Ros, Trish, Alex & Rhonda		
All correspondence from the Campania Community Group should be forwarded to Wendy in the first instant – advise the Campania Community Group	Wendy		

ITEM	Market Update	Attached File	
DISCUSSION	<p>Trish has advised that the number of stallholders are increasing. The upcoming market has 17 stallholders booked. Trish has been advertising the market and encouraging a variety of stallholders.</p>		



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

	<p>It was noted that the people who currently put up the market signs is unable to continue due to poor health.</p> <p>Setting up the tables is currently working well with Trish and her husband as well as Robin. Stallholders are packing up after their stalls. It was noted that the stallholders are required to stay until the end – some were packing up early.</p> <p>If a stallholder is selling food etc – they are required to have a food license from an Environmental Health Officer where the food is made. All enquiries are to be directed to Council's Environmental Health Officer.</p> <p>It was noted that the Hall itself is required to hold a license as well.</p> <p>Trish advised that Rhonda and Robin have been donating prizes for the raffle, Alex offered to donate a prize for the Mother's Day Raffle.</p>	
DECISION	Alex kindly offered to put up the market signs Monday before the market in the 4 locations Hall, Football Ground, Fingerpost Road and Blackburn's shed.	
ACTION ITEMS	RESPONSIBILITY	TIME LINE
Trestle Tables to be checked and fixed where possible. Order more trestle tables if required.	Trish	
Food license Campania Hall	Wendy	
Donation of Raffle Prize for Mother's Day	Alex	
Market Signs	Alex	

NEXT MEETING: Next General Meeting to be held on 29th July, 2026

Close: 8.08 pm

Distribution of Agenda:

Members

**LAKE DULVERTON & CALLINGTON PARK MANAGEMENT COMMITTEE
MINUTES**

Monday 13th April 2026

**Council Chambers
Oatlands**

1.30 p.m.

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LAKE DULVERTON & CALLINGTON PARK MANAGEMENT COMMITTEE

MINUTES Monday 13th April 2026

1.30 p.m.
Council Chambers
Oatlands

MEMBERS:

Chairman: Councillor Don Fish (Deputy Mayor K Dudgeon – proxy)

Parks & Wildlife Rep: Oliver Lawler. Proxy rep:

Resident Representatives: Mrs Maria Weeding, Mr Athol Bennett, Dr Robert Simpson, Mrs Karen Dudgeon, Ms Helen Geard, Mrs Jenni Muxlow, Mr Grant Wilson

The meeting opened at 1.30 p.m.

1. ATTENDANCE

Councillor Don Fish, Athol Bennett, Helen Geard, Maria Weeding, Robert Simpson, Deputy Mayor Karen Dudgeon, Oliver Lawler (Parks & Wildlife - Acting Ranger in Charge – Derwent Region), Joss Mooney (Parks & Wildlife. Ranger – Derwent Region).

2. APOLOGIES

Grant Wilson, Brian Campbell (Parks & Wildlife – Southern Region Manager for South Central).

3. CONFIRMATION OF MINUTES

The Committee to confirm the 16th February 2026 minutes.

RECOMMENDATION

That the Committee confirm the minutes of the Lake Dulverton & Callington Park Management Committee meeting held on 16th February 2026.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

MOVED Mr Athol Bennett

SECONDED Dr Robert Simpson

THAT the Committee confirm the minutes of the Lake Dulverton & Callington Park Management Committee meeting, held on 16th February 2026.

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETING

4.1 FORMAL RECOGNITION OF DOGS ON THE LAKE FORESHORE

Following on from Council receiving formal written approval by Parks authorities, to continue the allowance of dogs on defined sections of the Lake foreshore (a declared Conservation Area), the signage is being progressed. The minor changes that were required to the Council's Dog Management Policy have now been approved (having gone as an agenda item to two Council meetings – a requirement for changes to Policy). The minor changes were required to reflect the defined sections of the Lake foreshore area that allow the presence of dogs and those areas that prohibit the presence of dogs. The signage as well as the posts for the signage was ordered in mid March. The posts should arrive in mid April. As previously stated - the community were advised via the ratepayer newsletter (December 2025 edition) as to the changes, noting that the changes are not going to come into effect until the new signage is installed.

RECOMMENDATION

That the information be noted and works continue regarding dog areas on the Lake foreshore.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

RESOLVED

THAT the Committee note the information.

CARRIED

4.2 1980 LAKE DULVERTON MANAGEMENT PLAN & MANAGEMENT STATEMENT PROPOSAL

In February 2024, the Committee was informed that the 1980 Lake Dulverton Management Plan must be the over-riding guiding document to manage the Lake. Since that time, the Committee have been working to have the Plan either fully updated or rescinded and replaced with another plan. There have been a lot of long and detailed discussions on this at several meetings. Much of this detail has been extensively recorded in the previous Committee meeting Minutes.

Prior to the February Committee meeting Maria spoke with Oliver, and suggested that it would be good to have a meeting with some of the Parks officers to come up with an agreed format for the replacement plan for the 1980 plan. By the time of the February Committee meeting, a meeting with Parks had not been possible as some key Parks staff have been away / on leave. However it was agreed at the February meeting that a fundamental agreement on the content and format of the document needed to be reached, before Council officers spend more time on this issue.

On Monday 23rd March, Ashely Rushton, (Parks & Wildlife Southern Region Manger) and Brian Campbell (Parks & Wildlife South Central - Southern Region Manager) met with Council Officers (Tim Kirkwood, Maria Weeding and Helen Geard) to further discuss Lake issues, with a focus on the Management Statement.

A summary of the meeting that was held with Parks on 23rd March was noted.

The following was noted at the 23 March meeting:

- 1980 Management Plan – only relates to Lake up to the high water mark.
- The foreshore lease only relates to the land area beside the Lake – not the area within the Lake (see note below).
- The need to do a Reserve Activity Assessment (RAA) is relevant to the leased area, and an RAA would not be required for the Lake water area as long as any works proposed were consistent with the 1980 Lake Management Plan.
- It was suggested that it could be a possibility to amend the lease and have a service area recognised and mapped as a variation to the lease. This would enable areas such as the foreshore toilet block to be easily serviced or have a minor maintenance upgrade etc and eliminate the future need for a RAA to be undertaken.
- In regard to the RAA for the upgrade to the pump station at the foreshore toilet block (TasWater works + some SMC works), Brian will look into the progress of the two RAA applications and see how far off approval for the works is (issuing a Works Authority Permit TasWater and a separate SMC permit).
- A Rushton will get further advice from the Solicitor General re the 1980 Management Plan. Differing views still exist in Parks as to options available re treatment of this document.
- Councils preference would be to have a Management Statement / single document that covered both the foreshore and the water area and eliminate entirely the 1980 Management Plan.
- Lake water levels were discussed. Mainly in regard to the 51 Hectare area of the Lake. Rainfall and evaporation rate data from Jan 2010 to Feb 2026 was discussed, including the volume of water that would be required to get water back into the 51 Ha area if the Lake dries up. It was also noted that the natural area, the 189 Ha area, is currently totally dry. The water going into the 51 Ha area is water paid for by Council.
- The Myriophyllum plant that has taken over the 51 Ha area was discussed, including the observed effects this plant was now having on the water quality, wildlife use of the Lake and other aquatic plants normally found in the Lake. The observations are based on long term local knowledge.
- The report on water quality work being undertaken by Elgin & Associates was discussed. Parks are keen to take time to look over the report and consider their views on the recommendations noted in the report. They also want to consult with NRE and Inland Fisheries officers.
- It was noted that some of the potential options in the Elgin Report may need community consultation before any implementation is considered. Parks would need to be involved with the consultation process.
- It was noted that the water in the 51 Ha area of the Lake is mostly water bought from the Midlands Water Scheme (MWS), paid by Council. Council are under no obligation to continue to provide this water.
- Brian asked if a gap analysis of what was not in 1980 Plan could be sent on to him. That is what is not covered in the 1980 Plan that we would like, or conversely – what is in the current plan that restricts the usage of the Lake.
- Trees on the bund wall and other woody weeds in the Lake area were considered. Brian said send him an email and he will reply – indicating it is OK for Council to remove the plants.
- The Draft index of the headings of the proposed Management Statement was briefly discussed. On track was the ‘initial’ thoughts, but no further work will be done until

we have a better understanding and agreement on the way forward. Wait for further advice that Ashley is seeking.

- A trip to look over the Lake from Weedington foreshore area occurred – appreciated by the Parks. Gave them an opportunity to appreciate the full extent of the Myriophyllum plant coverage of the Lake.
- Agreement by Ashley and Brian and SMC that a further meeting of this group reconvene at a later date once there is more information on the 1980 Plan and Parks have had the time to look over the Elgin water quality report.

{End of summary from the meeting with Parks – 23rd March 2026}

At the Lake Dulverton & Callington Park meeting there was new information:

- The foreshore lease area does not cover the foreshore only. The current lease – which expires on 31st July 2028, covers the foreshore AND the water area of the Lake in the single document.
- The differences and gaps in the 1980 Lake Management Plan compared to what is now required had been sent to Parks several months ago. This will be resent.
- The Elgin Report had been received and will be sent to Parks ASAP.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

RESOLVED

THAT the Committee note the information.

CARRIED

4.3 MYRIOPHYLLUM - IN 51 HA AREA - RECREATION & CONSERVATION ZONES

The Committee are well aware of the native aquatic plant, Myriophyllum, that has grown extensively over the last 10 years and now expanded to cover an estimated 70% in area of the 51 Ha area of the Lake. Local citizens that have regularly observed the Lake for over 50 years, say that this plant has not been observed to dominate the Lake aquatic vegetation in such a manner as it is now. The prolific growth of the Myriophyllum is effectively dominating and the previously abundant water ribbon plant that typically covered the Lake. The water ribbon plant (*Cycnogeton procerum*) is observed to be in decline in the 51 Ha area (but not in decline in the other two areas of the Lake – Fountain Zone and the Natural Zone).

The Myriophyllum plant was confirmed (in late 2024) by the Tasmanian Herbarium staff and is specifically *Myriophyllum salsugineum*, which is a widespread common native plant typically found in lowland Lakes.

At an earlier meeting of the Committee, it was suggested that a consultant be approached to conduct a Lake baseline study to capture information about health, nutrient levels, water temperature, organic matter, oxygen levels etc. The results from the baseline study will inform next steps and assist with applying for funding grants to conduct future research and public consultation to develop appropriate management options.

The Committee committed \$5000 of their funds from donations to have a Consultant undertake a Lake baseline health study and give any identified recommendations to improve the Lake.

Luke Findlay from Elgin and Associates installed the water monitoring equipment in the Lake for the period Tuesday 27th January 2026 to Tuesday 27th February 2026.

The Committee received the report just prior to the meeting. The report has some recommendations / options to consider for future management of the Lake. The Committee only received the report on the day of the meeting. It was noted that more time would be needed to consider the report fully. It was noted that Parks want to consider the report in more detail (possibly within the NRE & Fisheries Departments). A further meeting with Parks will be conducted once they have had time to look over the report. After that, the Committee (and Parks) will need to determine a public consultation process and what actions (if any) are feasible and within budget to make a positive difference to the Lake.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

RESOLVED

THAT the Committee note the information.

CARRIED

4.4 BUDGET PROPOSED FOR THE 26/27 YEAR

The proposed budget as discussed at the February meeting was submitted to the Council. There has not been any decision made as to what is in the budget for the 26/27 FY.

RECOMMENDATION:

That the information be noted.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

MOVED

Dr Robert Simpson

SECONDED

Deputy Mayor Karen Dudgeon

THAT the information be noted.

CARRIED

Attachment 3
Agenda Item 5.2.1

	Item/Activity	Lake Dulverton & Callington Park Management Committee Proposed 26/27 Works Schedule and Budget Detail	Funds requested from Council - 26/27
	Callington Park / or Lake Dulverton	Table and seat - Strabe city table and setting - steel frame with Eco Slat battens \$4500 + concrete pad base \$1500. Seat - replace seat at Mahers Point - Strabe City Seat with Arm rest - Ecoslat Battens \$2000. No base required. Freight \$2000 Note - Committee purchased one Strabe setting (table and seat) and another seat in late 2025 with funds from donations recieved.	10000.00
	Callington Park	Umbrella (Commercial grade) for table at end of Callington Park - summer months. \$6745 + freight + install. Wind up handle. Placed at end of the table - small concrete pad required.	8000.00
	Lake Dulverton foreshore & corridor	Renew faded interpretation signage - \$8000.00. General expenditure - \$1000.	9000.00
	Lake Dulverton foreshore & corridor	Compliance signage - dog area signage - additional funds to complete task	1000.00
	Lake Dulverton	Health of the Lake - options for management of the water quality. More detailed work by a water ecologist, including a report and other expenses. \$20,000. Note: in 25/26 year - the committee are currently paying \$5000 of donation funds to have an initial appraisal done -which is being undertaken as at Feb 2026.	20000.00
	Midlands Water Scheme	Operating budget - purchase of water for Lake Dulverton	33436.00
	Marys Island	Investigate fesibility of some form of access from end of Mahers Point across to Marys Island. Planning, public consultation and preliminary engineering.	0.00
			81436.00

4.5 POWER UPGRADE TO THE TOILET BLOCK ON THE FORESHORE

Maria informed the Committee that TasWater was planning to upgrade the switchboard associated with the pump station at the foreshore toilet block. This change was discussed with the Committee back in mid 2024, (when the Committee requested that the cladding on the new switchboard be clad in Colourbond Paperbark – not the standard grey colour).

TasWater discovered that the power for the foreshore BBQ hut was connected to their pump station power metre, and requested that this be changed to connect to the Southern Midlands power metre, which is associated with the toilet block (lighting and hand-dryers).

Unfortunately, for Southern Midlands this additional power demand has tipped the current wiring capacity into needing to be upgraded to a higher capacity. This involves renewing a relatively short section of some existing underground cables. Both Taswater and Southern Midlands will work simultaneously at the site.

Works are expected to be undertaken before mid-2026. An Aboriginal Heritage Tasmania assessment has been undertaken by both parties and both have now submitted a Reserve Activity Assessment to Parks & Wildlife for works approval. It was suggested that a combined assessment be undertaken, but TasWater were keen to be independent to Southern Midlands (even though the work by Southern Midlands is very minor in nature). TasWater now have a reply to their RAA and have been issued with a Works Authority. Parks officers said that there should be response from Parks for the Southern Midlands application by the end of this week.

RECOMMENDATION:

That the information be noted.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

RESOLVED

THAT the Committee note the information.

CARRIED

5.0 TREASURER'S REPORT

A statement detailing the final Receipts and Expenditure for the 2025/2026 financial year to date was tabled at the meeting.

RECOMMENDATION

The statement detailing the Receipts and Expenditure for the 2025/2026 financial year to date be received and noted.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

MOVED Deputy Mayor Karen Dudgeon

SECONDED Mr Athol Bennett

THAT the statement detailing the Receipts and Expenditure for the 2025/2026 financial year to date be received and noted. .

CARRIED

SOUTHERN MIDLANDS COUNCIL
LAKE DULVERTON MANAGEMENT COMMITTEE

2025/26 STATEMENT OF RECEIPTS AND PAYMENTS
For the period 27th November 2025 to 9th April 2026

	RECEIPTS		PAYMENTS	COMMENTS
	\$		\$	
Opening Balance 01.07.25 Commonwealth Bank Account	51,471.24			
Capital				
Nil				
Operating				
Callington Park - Community Notice Board	3,000.00		0.00	
Lake Dulverton - Committee Budget / Dog Signage	2,000.00		88.58	Postage
Tas Irrigation - Water Operational Costs	26,875.00	Operational Charge	6,899.35	
		Asset Renewal Levy	2,580.00	
		Water Usage	13,378.00	
Interest* On Committee Bank Account	120.12	Bank Charges	0.00	
Roadside Stopover* Cash - Deposited to Committee Account	2,927.80			
Roadside Stopover Deposited to SMC Account	1,799.10			
		Total Expense to date	\$22,945.93	
		Funds on hand	65,247.33	
	\$ 88,193.26		\$ 88,193.26	
Funds on hand are represented by:				
Comm. Bank Account No.06 7004 28003859 - 31.12.25			54,519.16	
Special Projects - Unexpended Budget			10,728.17	
			\$ 65,247.33	

* Values at date of last bank statement - 31.12.25

6.0 OTHER MATTERS

6.1 COMMITTEE DONATION FUNDS – TO PAY FOR THE ELGIN REPORT

It was noted that the Committee would provide the funds to Council for the cost of the Elgin Report. The funds would be from donations received at the Stop-Over area that are banked into the Committees account.

6.2 TASWATER – BLACKMAN RIVER – WATER LINE TO LAKE DULVERTON

It was noted that the upgrade to the water treatment plant was well underway. TasWater had acknowledged the line that sends water to Lake Dulverton, and had written to Council to say that the use of the line would be maintained and accounted for in the planned upgrade works program.

Under the old water treatment system, the water available for the Lake (through an existing water right), had been restricted in flow capacity as there was a requirement to maintain a level of back pressure in the line for the water treatment plant to function. Under the new plant it is anticipated that this will be no longer an issue, and that Council will be able to increase the amount of water delivered through the line in the winter months whenever there is water volume capacity available. It is understood that TasWater is also upgrading the storage dam capacity. It was requested that a meeting be held with TasWater to confirm what is anticipated for water delivery into the Lake line in to the future.

7.0 NEXT MEETING

There was no date set as we need to wait until Parks have some more information to share re the 1980 Management plan and the review of the Elgin Report.

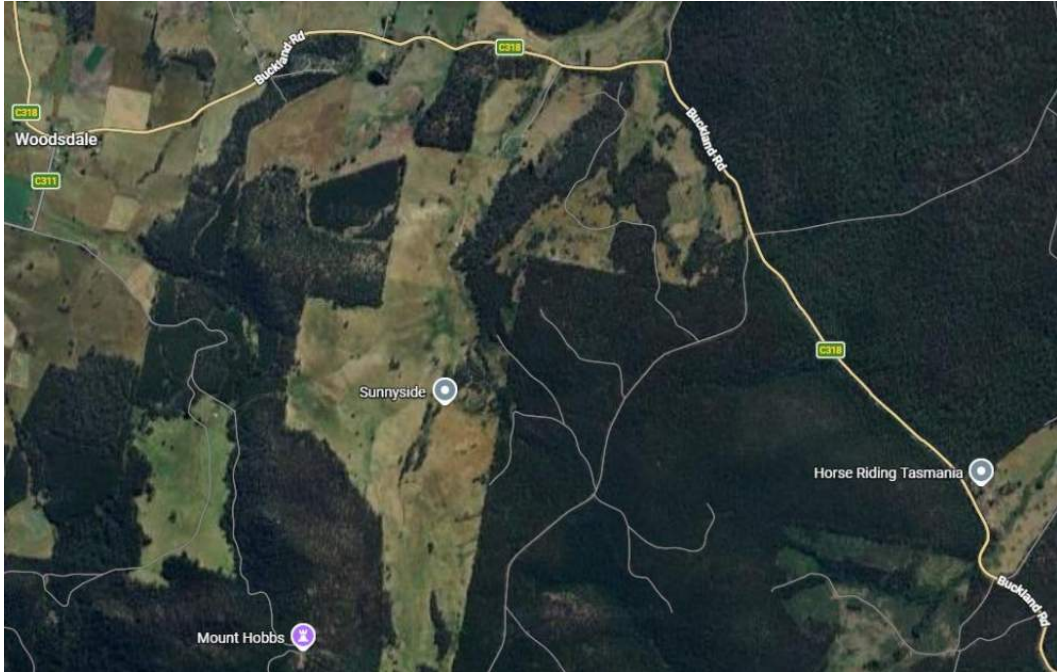
The meeting closed at 3.00pm.

* * * * *

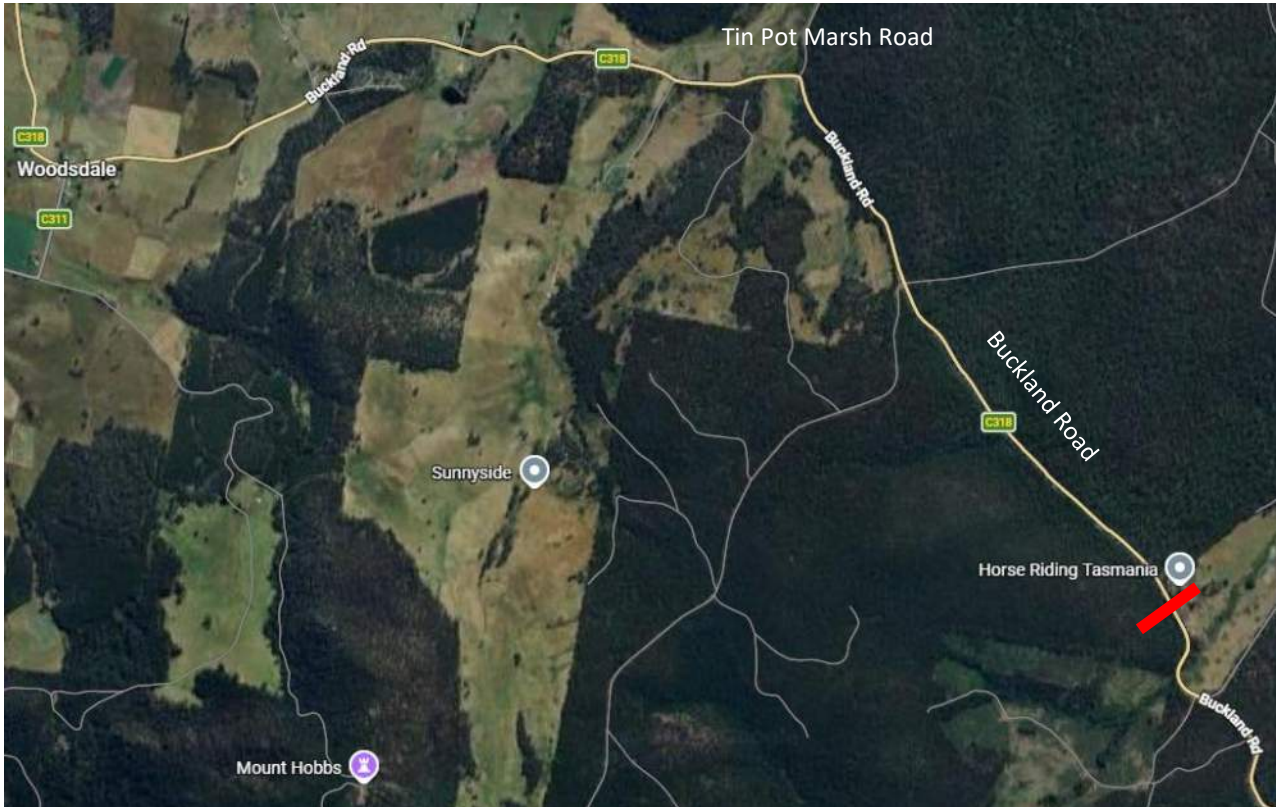
Buckland Road

Traffic Counter Report

23 March – 13 April 2026



Location of counter



Weekly Vehicle Counts

Description: Buckland Road
Filter time: 12:00 Monday, 23 March 2026 => 17:01 Monday, 13 April 2026
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Averages	
	23 Mar	24 Mar	25 Mar	26 Mar	27 Mar	28 Mar	29 Mar	1 - 5	1 - 7
0000-0100	*	0	0	0	0	0	0	0.0	0.0
0100-0200	*	1	0	0	0	1	0	0.3	0.3
0200-0300	*	0	0	0	0	0	1	0.0	0.2
0300-0400	*	0	0	1	0	0	0	0.3	0.2
0400-0500	*	0	1	0	0	0	0	0.3	0.2
0500-0600	*	0	2	2	3	0	0	1.8	1.2
0600-0700	*	4	2	2	3	0	1	2.8	2.0
0700-0800	*	5	3	2	4	4	2	3.5	3.3
0800-0900	*	5	1	3	6	2	2	3.8	3.2
0900-1000	*	2	10	5	5	3	3	5.5	4.7
1000-1100	*	4	5	4	5	7	11	4.5	6.0
1100-1200	*	4	4	8	7	7	2	5.8	5.3
1200-1300	2	6	5	5	7	10	7	5.0	6.0
1300-1400	3	6	6	4	4	5	6	4.6	4.9
1400-1500	3	7	8	4	8	10	4	6.0	6.3
1500-1600	4	2	11	4	8	3	7	5.8	5.6
1600-1700	6	5	5	7	7	7	7	6.0	6.3
1700-1800	3	7	9	8	3	8	4	6.0	6.0
1800-1900	2	1	0	8	1	2	7	2.4	3.0
1900-2000	0	2	2	2	4	1	4	2.0	2.1
2000-2100	1	1	0	3	3	4	3	1.6	2.1
2100-2200	1	0	0	2	0	1	2	0.6	0.9
2200-2300	0	1	0	3	0	1	0	0.8	0.7
2300-2400	0	0	0	0	0	0	0	0.0	0.0
Totals									
0700-1900	*	54	67	62	65	68	62	58.8	60.5
0600-2200	*	61	71	71	75	74	72	65.7	67.6
0600-0000	*	62	71	74	75	75	72	66.5	68.4
0000-0000	25	63	74	77	78	76	73	69.0	70.4
AM Peak	*	0800	0900	1100	1100	1100	1000		
	*	5	10	8	7	7	11		
PM Peak	1600	1700	1500	1800	1500	1400	1800		
	6	7	11	8	8	10	7		

* - No data.

Weekly Vehicle Counts

Description: Buckland Road
Filter time: 12:00 Monday, 23 March 2026 => 17:01 Monday, 13 April 2026
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Averages	
	30 Mar	31 Mar	01 Apr	02 Apr	03 Apr	04 Apr	05 Apr	1 - 5	1 - 7
0000-0100	0	0	0	0	1	0	0	0.2	0.1
0100-0200	0	0	0	1	0	0	0	0.2	0.1
0200-0300	0	0	0	0	0	0	0	0.0	0.0
0300-0400	1	0	0	0	0	0	0	0.2	0.1
0400-0500	1	0	1	2	0	0	0	0.8	0.6
0500-0600	1	2	1	2	1	0	0	1.4	1.0
0600-0700	6	6	2	2	0	0	1	3.2	2.4
0700-0800	1	2	6	3	2	1	1	2.8	2.3
0800-0900	4	1	5	4	2	4	2	3.2	3.1
0900-1000	3	5	2	8	5	4	2	4.6	4.1
1000-1100	5	0	9	10	3	5	9	5.4	5.9
1100-1200	5	8	5	2	8	7	11	5.6	6.6
1200-1300	5	4	7	12	9	8	11	7.4	8.0
1300-1400	7	4	5	5	13	15	13	6.8	8.9
1400-1500	3	3	2	2	8	5	8	3.6	4.4
1500-1600	5	3	6	8	9	13	12	6.2	8.0
1600-1700	5	4	8	5	8	1	14	6.0	6.4
1700-1800	7	3	6	15	11	8	5	8.4	7.9
1800-1900	5	7	3	8	2	3	9	5.0	5.3
1900-2000	3	2	3	2	1	0	6	2.2	2.4
2000-2100	0	2	1	4	4	1	4	2.2	2.3
2100-2200	0	0	0	8	2	1	0	2.0	1.6
2200-2300	0	0	0	1	1	0	2	0.4	0.6
2300-2400	0	0	0	0	0	0	1	0.0	0.1
Totals									
0700-1900	55	44	64	82	80	74	97	65.0	70.9
0600-2200	64	54	70	98	87	76	108	74.6	79.6
0600-0000	64	54	70	99	88	76	111	75.0	80.3
0000-0000	67	56	72	104	90	76	111	77.8	82.3
AM Peak	0600	1100	1000	1000	1100	1100	1100		
	6	8	9	10	8	7	11		
PM Peak	1700	1800	1600	1700	1300	1300	1600		
	7	7	8	15	13	15	14		

* - No data.

Weekly Vehicle Counts

Description: Buckland Road
Filter time: 12:00 Monday, 23 March 2026 => 17:01 Monday, 13 April 2026
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Averages	
	06 Apr	07 Apr	08 Apr	09 Apr	10 Apr	11 Apr	12 Apr	1 - 5	1 - 7
0000-0100	0	1	0	0	0	0	0	0.2	0.1
0100-0200	0	1	1	1	1	0	3	0.8	1.0
0200-0300	0	0	0	0	0	0	1	0.0	0.1
0300-0400	0	0	0	0	0	0	1	0.0	0.1
0400-0500	0	0	0	0	0	0	0	0.0	0.0
0500-0600	0	0	0	0	0	0	0	0.0	0.0
0600-0700	0	0	1	0	0	0	1	0.2	0.3
0700-0800	1	2	2	0	0	0	0	1.0	0.7
0800-0900	1	1	4	2	3	4	3	2.2	2.6
0900-1000	4	1	1	5	4	10	4	3.0	4.1
1000-1100	7	7	1	8	3	12	3	5.2	5.9
1100-1200	12	9	1	5	3	23	14	6.0	9.6
1200-1300	17	7	5	5	4	9	6	7.6	7.6
1300-1400	11	5	3	3	4	14	1	5.2	5.9
1400-1500	11	3	3	4	3	12	9	4.8	6.4
1500-1600	6	4	3	4	7	12	10	4.8	6.6
1600-1700	12	3	6	3	11	17	10	7.0	8.9
1700-1800	6	5	10	10	9	11	13	8.0	9.1
1800-1900	8	4	9	8	9	15	6	7.6	8.4
1900-2000	2	1	2	4	4	11	3	2.6	3.9
2000-2100	4	1	1	1	3	5	4	2.0	2.7
2100-2200	1	0	2	1	1	3	2	1.0	1.4
2200-2300	0	1	1	7	0	0	0	1.8	1.3
2300-2400	0	0	0	0	1	0	0	0.2	0.1
Totals									
0700-1900	96	51	48	57	60	139	79	62.4	75.7
0600-2200	103	53	54	63	68	158	89	68.2	84.0
0600-0000	103	54	55	70	69	158	89	70.2	85.4
0000-0000	103	56	56	71	70	158	94	71.2	86.9
AM Peak	1100	1100	0800	1000	0900	1100	1100		
	12	9	4	8	4	23	14		
PM Peak	1200	1200	1700	1700	1600	1600	1700		
	17	7	10	10	11	17	13		

* - No data.

Weekly Vehicle Counts

Description: Buckland Road
Filter time: 12:00 Monday, 23 March 2026 => 17:01 Monday, 13 April 2026
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Averages	
	13 Apr	14 Apr	15 Apr	16 Apr	17 Apr	18 Apr	19 Apr	1 - 5	1 - 7
0000-0100	0	*	*	*	*	*	*	0.0	0.0
0100-0200	1	*	*	*	*	*	*	1.0	1.0
0200-0300	1	*	*	*	*	*	*	1.0	1.0
0300-0400	0	*	*	*	*	*	*	0.0	0.0
0400-0500	0	*	*	*	*	*	*	0.0	0.0
0500-0600	1	*	*	*	*	*	*	1.0	1.0
0600-0700	3	*	*	*	*	*	*	3.0	3.0
0700-0800	3	*	*	*	*	*	*	3.0	3.0
0800-0900	3	*	*	*	*	*	*	3.0	3.0
0900-1000	4	*	*	*	*	*	*	4.0	4.0
1000-1100	9	*	*	*	*	*	*	9.0	9.0
1100-1200	6	*	*	*	*	*	*	6.0	6.0
1200-1300	12	*	*	*	*	*	*	12.0	12.0
1300-1400	2	*	*	*	*	*	*	2.0	2.0
1400-1500	0	*	*	*	*	*	*	0.0	0.0
1500-1600	0	*	*	*	*	*	*	0.0	0.0
1600-1700	0	*	*	*	*	*	*	0.0	0.0
1700-1800	0	*	*	*	*	*	*	0.0	0.0
1800-1900	*	*	*	*	*	*	*	*	*
1900-2000	*	*	*	*	*	*	*	*	*
2000-2100	*	*	*	*	*	*	*	*	*
2100-2200	*	*	*	*	*	*	*	*	*
2200-2300	*	*	*	*	*	*	*	*	*
2300-2400	*	*	*	*	*	*	*	*	*
Totals									
0700-1900	*	*	*	*	*	*	*	*	*
0600-2200	*	*	*	*	*	*	*	*	*
0600-0000	*	*	*	*	*	*	*	*	*
0000-0000	44	*	*	*	*	*	*	*	*
AM Peak	1000	*	*	*	*	*	*		
	9	*	*	*	*	*	*		
PM Peak	*	*	*	*	*	*	*		
	*	*	*	*	*	*	*		

* - No data.

Comparisons-

Total number of vehicles travelling on Buckland Road 12:00 noon Monday, 23 March 2026 => 17:01 Monday, 13 April 2026 was 1695.

- The average number vehicles travelling on Buckland Road is 80 per day x 7 = 560 average per week.

Vehicles per week-

Eldon Road - 1025

Yarlington Road - 841

Native Corners (May 2016) - 1316

Black Brush - 1183

Woodsdale (near Tasman H'way) - 1823

Woodsdale (near Stonehenge) - 1050

Woodsdale (near New Country Marsh) - 994

Broadmarsh Road (August 2016) – 3164

York Plains Road - 560

Stanley Street - 770

Huntingdon Tier Road – Green Valley Rd intersection - 1491

Huntingdon Tier Road – Clifton Vale Rd intersection - 1029 (includes waste transfer station traffic - 245)

Rhyndaston Road just north of Eldon Road (Nov 2017) - 938

Native Corners Road (Dec 2017) - 1554

Interlaken Road - 1029

Oatlands (northern end) (February 2018) – 4837

Oatlands (southern end) (February 2018) – 6853 (counter placed just off highway so didn't include traffic from Tunnack Road)

Brown Mountain Road - 1141

Tunnack Road - 1498 (1575 adjusted)

Elderslie Road near Broadmarsh – 3318

School Road Bagdad – 994

Buckland Road (July 2019) – 700

Rhyndaston Road near Tiberias Road (Nov 2019) – 581

Buckland Road (Dec 2019 to Jan 2020) – 637

Green Valley Road (July – August 2020) – 973

Woodsdale Road (quarry) (April – May 2021) – 2128 & 1708

Bluff Road (Dec 2021) - 637

Interlaken Road (Feb 2022) - 861

Climie Street Campania (May 2022) – 3,439

Mud Walls Road (just north of Climie Street) Campania (June 2022) - 17,847

Climie Street towards Estate Road Campania (June 2022) – 1,788

Mud Walls Road (just south of Climie Street) Campania (June 2022) - 22,214

Reeve Street (southern end) Campania (February 2023) - 25,977

Rhyndaston Road near Youngs Road (May 2024) – 812

Oatlands High Street (May/June & Dec 2024) see reports

Oatlands Stutzer Street near High Street (March/April 2025) – 693

Reeve Street (between Lee and Hall Street) Campania – 23,311 (May 2025)

Black Gate Road (near Tunnack Road) – 672 (February 2026)

Buckland Road – 560 March-April 2026)

Daily Classes by Direction

Description: Buckland Road
Filter time: Monday 23 March 2026 => Sunday 5 April 2026 (full week)
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Monday, 30 March 2026

	1	2	3	4	5	6	7	8	9	10	11	12	Total
Mon	36	2	18	4	0	0	1	0	4	2	0	0	67
(%)	53.7	3.0	26.9	6.0	0.0	0.0	1.5	0.0	6.0	3.0	0.0	0.0	
AB	19	1	7	2	0	0	0	0	2	2	0	0	33
AB%	52.8	50.0	38.9	50.0	0.0	0.0	0.0	0.0	50.0	100.0	0.0	0.0	49.3
BA	17.0	1.0	11.0	2.0	0.0	0.0	1.0	0.0	2.0	0.0	0.0	0.0	34.0
BA%	47.2	50.0	61.1	50.0	0.0	0.0	100.0	0.0	50.0	0.0	0.0	0.0	50.7
Tue	33	2	15	1	0	0	3	1	1	0	0	0	56
(%)	58.9	3.6	26.8	1.8	0.0	0.0	5.4	1.8	1.8	0.0	0.0	0.0	
AB	19	1	5	0	0	0	1	1	0	0	0	0	27
AB%	57.6	50.0	33.3	0.0	0.0	0.0	33.3	100.0	0.0	0.0	0.0	0.0	48.2
BA	14.0	1.0	10.0	1.0	0.0	0.0	2.0	0.0	1.0	0.0	0.0	0.0	29.0
BA%	42.4	50.0	66.7	100.0	0.0	0.0	66.7	0.0	100.0	0.0	0.0	0.0	51.8
Wed	37	4	21	4	0	0	2	0	2	1	1	0	72
(%)	51.4	5.6	29.2	5.6	0.0	0.0	2.8	0.0	2.8	1.4	1.4	0.0	
AB	22	3	6	1	0	0	0	0	1	1	1	0	35
AB%	59.5	75.0	28.6	25.0	0.0	0.0	0.0	0.0	50.0	100.0	100.0	0.0	48.6
BA	15.0	1.0	15.0	3.0	0.0	0.0	2.0	0.0	1.0	0.0	0.0	0.0	37.0
BA%	40.5	25.0	71.4	75.0	0.0	0.0	100.0	0.0	50.0	0.0	0.0	0.0	51.4
Thu	69	5	15	7	0	0	2	1	5	0	0	0	104
(%)	66.3	4.8	14.4	6.7	0.0	0.0	1.9	1.0	4.8	0.0	0.0	0.0	
AB	49	4	5	2	0	0	1	1	2	0	0	0	64
AB%	71.0	80.0	33.3	28.6	0.0	0.0	50.0	100.0	40.0	0.0	0.0	0.0	61.5
BA	20.0	1.0	10.0	5.0	0.0	0.0	1.0	0.0	3.0	0.0	0.0	0.0	40.0
BA%	29.0	20.0	66.7	71.4	0.0	0.0	50.0	0.0	60.0	0.0	0.0	0.0	38.5

	1	2	3	4	5	6	7	8	9	10	11	12	Total
Fri	58	5	20	0	0	0	1	0	6	0	0	0	90
(%)	64.4	5.6	22.2	0.0	0.0	0.0	1.1	0.0	6.7	0.0	0.0	0.0	
AB	41	3	10	0	0	0	0	0	4	0	0	0	58
AB%	70.7	60.0	50.0	0.0	0.0	0.0	0.0	0.0	66.7	0.0	0.0	0.0	64.4
BA	17.0	2.0	10.0	0.0	0.0	0.0	1.0	0.0	2.0	0.0	0.0	0.0	32.0
BA%	29.3	40.0	50.0	0.0	0.0	0.0	100.0	0.0	33.3	0.0	0.0	0.0	35.6
Sat	56	3	8	0	0	1	2	1	5	0	0	0	76
(%)	73.7	3.9	10.5	0.0	0.0	1.3	2.6	1.3	6.6	0.0	0.0	0.0	
AB	34	3	2	0	0	0	0	1	4	0	0	0	44
AB%	60.7	100.0	25.0	0.0	0.0	0.0	0.0	100.0	80.0	0.0	0.0	0.0	57.9
BA	22.0	0.0	6.0	0.0	0.0	1.0	2.0	0.0	1.0	0.0	0.0	0.0	32.0
BA%	39.3	0.0	75.0	0.0	0.0	100.0	100.0	0.0	20.0	0.0	0.0	0.0	42.1
Sun	74	7	20	3	1	0	3	0	3	0	0	0	111
(%)	66.7	6.3	18.0	2.7	0.9	0.0	2.7	0.0	2.7	0.0	0.0	0.0	
AB	34	5	7	1	1	0	0	0	2	0	0	0	50
AB%	45.9	71.4	35.0	33.3	100.0	0.0	0.0	0.0	66.7	0.0	0.0	0.0	45.0
BA	40.0	2.0	13.0	2.0	0.0	0.0	3.0	0.0	1.0	0.0	0.0	0.0	61.0
BA%	54.1	28.6	65.0	66.7	0.0	0.0	100.0	0.0	33.3	0.0	0.0	0.0	55.0

Average daily volume

Entire week

	52	4	17	3	0	0	2	0	4	0	0	0	82
(%)	63.0	4.9	20.3	3.3	0.2	0.2	2.4	0.5	4.5	0.5	0.2	0.0	
AB	31	3	6	1	0	0	0	0	2	0	0	0	44
AB%	60.1	71.4	35.9	31.6	100.0	0.0	14.3	100.0	57.7	100.0	100.0	0.0	54.0
BA	20.7	1.1	10.7	1.9	0.0	0.1	1.7	0.0	1.6	0.0	0.0	0.0	37.9
BA%	39.9	28.6	64.1	68.4	0.0	100.0	85.7	0.0	42.3	0.0	0.0	0.0	46.0

Weekdays

	47	4	18	3	0	0	2	0	4	1	0	0	78
(%)	59.9	4.6	22.9	4.1	0.0	0.0	2.3	0.5	4.6	0.8	0.3	0.0	
AB	30	2	7	1	0	0	0	0	2	1	0	0	43
AB%	64.4	66.7	37.1	31.3	0.0	0.0	22.2	100.0	50.0	100.0	100.0	0.0	55.8
BA	16.6	1.2	11.2	2.2	0.0	0.0	1.4	0.0	1.8	0.0	0.0	0.0	34.4
BA%	35.6	33.3	62.9	68.8	0.0	0.0	77.8	0.0	50.0	0.0	0.0	0.0	44.2



Class 1
Short Vehicle



Class 2
Short Vehicle Towing



Class 3
Two Axle Truck



Class 4
Three Axle Truck



Class 5
Four Axle Truck



Class 6
Three Axle Articulated Vehicle



Class 7
Four Axle Articulated Vehicle



Class 8
Five Axle Articulated Vehicle



Class 9
Six Axle Articulated Vehicle















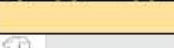





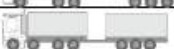






Class 10
B Double



Class 11
Double Road Train



Class 12
Triple Road Train

Level 1		Level 2		Level 3		Level 4						
Axle length (indicative)	Classification by vehicle length	Axles and axle groups		Vehicle type	Level 3 classification		Traveller type	Level 4 classification				
Type		Axle	Groups	Description	Class	Parameters	Description	Class	Characteristics			
Long 11.5 m to 19.0 m	Class 3 (Long) 13m ≤ length < 21m	3	3	Three axle articulated or rigid vehicle and trailer	6	d1 > 3.25 m, axles = 3 and groups = 3	1994 Class 6	600	As per 1994 scheme			
							2 axle rigid truck + 1 axle pig	601	Axles 1-1-1 d1 ≤ 4.0 m, d2 < 7.0 m			
							3 axle semi	602	Axles 1-1-1 7.0 m ≤ d2			
									3 axle articulated bus	603	Axles 1-1-1 4.0 m < d1, d2 < 7.0 m	
		4	> 2	Four axle articulated or rigid vehicle and trailer	7	g2 ≤ 2.1 m, 2.1 m ≤ g1 ≤ 3.25 m, axles = 4 and groups > 2	1994 Class 7	700	As per 1994 scheme			
							2 axle rigid truck + 2 axle pig or 4 axle semi, single drive	701	Axles 1-1-2			
							3 axle rigid truck + 1 axle pig	702	Axles 1-2-1			
							2 axle rigid truck + 2 axle trailer	703	Axles 1-1-1-1			
							4 axle semi, single drive	704	Axles 2-1-1			
		5	> 2	Five axle articulated or rigid vehicle and trailer	8	g1 > 3.25 m, Axles = 5 and groups > 2	1994 Class 8	800	As per 1994 scheme			
							3 axle rigid truck + 2 axle pig	801	Axles 1-2-2			
							5 axle rigid truck and trailer	802	Axles 1-2-1-1			
							5-axle semi, single drive	803	Axles 1-1-3			
							5 axle semi, tandem drive	804	Axles 1-2-2			
		6 > 6	> 2 3	Six axle (or more) articulated or rigid vehicle and trailer	9	Axle = 6 and groups > 2 or axles > 6 and groups = 3 Axles in a group up to 2.5m apart. See Note #3	1994 Class 9	900	As per 1994 scheme except 2.5m grouping			
							6 axle semi, tandem drive	901	Axles 1-2-3 Use non-axle technology to distinguish between 901 and 902. See Note #2			
							3 axle rigid truck + 3 axle pig	902				
							3 axle rigid truck + 3 axle dog	903	Axles 1-2-1-2			
							4 axle rigid truck + 2 axle pig	904	Axles 2-2-2			
							7 axle semi, tri drive	905	Axles 1-3-3			
7 axle semi, tandem drive	906						Axles 1-2-4					
4 axle rigid truck + 3 axle pig	907						Axles 2-2-3					
4 axle rigid truck + 4 axle pig	908						Axles 2-2-4					
8 axle semi, tri-drive	909						Axles 1-3-4					
Twin steer 7 axle semi	910						Axles 2-2-3					

Level 1		Level 2		Level 3			Level 4			
Axle length (indicative) Type	Classification by vehicle length	Axis	Groups	Vehicle type Description	Level 3 classification Class	Parameters	Traveller type Description	Level 4 classification Class	Characteristics	
Medium combination 17.5 m to 36.5 m	Class 4 (combination) length ≥ 21m	> 6	4	B' Double or heavy truck trailer	10	Groups = 4 and axles > 6 Axles in a group up to 2.5m apart. See Note #3	1994 Class 10	1000	As per 1994 scheme except 2.5m grouping	
							4 axle rigid truck + 3-axle dog	1001	Axles 2-2-1-2	
							3 axle rigid truck + 4 axle dog	1002	Axles 1-2-2-2 (and not Class 1003)	
							6x4 low loader	1003	Axles 1-2-2-2 g2 ≥ 7 m & g3 < 4 m	
							3 axle rigid truck + quin dog	1004	Axles 1-2-2-3	
							4 axle rigid truck + 4 axle dog	1005	Axles 2-2-2-2	
							3 axle truck Tri-tandem B-double	1006	Axles 1-2-3-2	
							4 axle rigid truck and 5 axle dog trailer	1007	Axles 2-2-2-3	
							3 axle truck Tri-tri B-double	1008	Axles 1-2-3-3	
							4 axle truck Tri-tri B-double	1009	Axles 2-2-3-3	
							3 axle truck Quad-tri B-double	1010	Axles 1-2-4-3	
							3 axle truck Quad-quad B-double	1011	Axles 1-2-4-4	
							4 axle truck Twin steer quad-quad B-double	1012	Axles 2-2-4-4	
							1994 Class 11	1100	As per 1994 scheme except 2.5m grouping	
	Double road train or heavy truck and trailers	> 6	5 or 6	Double road train or heavy truck and trailers	11	Groups = 5 or 6 and axles > 6 Axles in a group up to 2.5m apart. See Note #3	3 axle truck A-double tandem dolly	1101	Axles 1-2-3-2-3	
							3 axle truck A-double tri-axle dolly	1102	Axles 1-2-3-3-3	
							3-axle truck Pocket road train	1103	Axles 1-2-2-2-2	
							3 axle truck A-double tri-axle groups	1104	Axles 1-3-3-3-3	
							4 axle truck A-double tri-axle groups	1105	Axles 2-2-3-3-3	
							3 axle truck AB-triple	1106	Axles 1-2-3-3-3-3	
							3 axle truck B-triple	1107	Axles 1-2-3-2-2	
							4 axle truck AB-triple	1108	Axles 2-2-3-3-3-3	
6x6 AB-triple							1109	Axles 1-3-3-3-3-3		
6x4 AB-triple tandem dolly							1110	Axles 1-2-3-2-3-3		

Speed Statistics by Hour

Description: Buckland Road
Filter time: 12:00 Monday, 23 March 2026 => 17:01 Monday, 13 April 2026
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

Vehicles = 1695
Posted speed limit = 60 km/h, Exceeding = 954 (56.28%), Mean Exceeding = 70.19 km/h
Maximum = 105.7 km/h, **Minimum** = 11.1 km/h, **Mean** = 61.3 km/h
85% Speed = 73.55 km/h, **95% Speed** = 82.12 km/h, **Median** = 61.38 km/h
20 km/h Pace = 53 - 73, **Number in Pace** = 1049 (61.89%)
Variance = 176.95, **Standard Deviation** = 13.30 km/h

Hour Bins (Partial days)

Time	Bin	Min	Max	Mean	Median	85%	95%	>PSL 60 km/h	
0000	2	0.1%	43.9	67.7	55.8	55.7	67.7	67.7	1 50.0%
0100	11	0.6%	59.1	100.3	72.2	70.6	83.1	100.3	10 90.9%
0200	3	0.2%	60.3	71.4	66.0	66.2	71.4	71.4	3 100.0%
0300	3	0.2%	55.7	66.7	60.6	59.2	66.7	66.7	1 33.3%
0400	5	0.3%	52.6	71.3	60.5	57.1	71.3	71.3	2 40.0%
0500	15	0.9%	47.5	83.7	65.0	63.0	80.8	83.7	8 53.3%
0600	34	2.0%	40.4	101.4	66.7	65.3	75.8	93.8	28 82.4%
0700	44	2.6%	44.8	98.4	69.7	65.6	89.3	91.6	30 68.2%
0800	62	3.7%	46.0	96.1	65.1	62.9	77.0	90.5	37 59.7%
0900	90	5.3%	37.6	105.7	64.3	63.0	73.7	89.5	55 61.1%
1000	127	7.5%	30.2	102.9	60.6	60.5	71.9	78.4	67 52.8%
1100	151	8.9%	24.6	83.7	59.6	60.5	70.8	76.0	79 52.3%
1200	163	9.6%	17.2	94.0	56.8	58.3	70.3	76.8	76 46.6%
1300	139	8.2%	11.1	88.9	59.8	59.6	72.7	82.3	68 48.9%
1400	120	7.1%	24.5	90.0	58.4	58.7	71.8	78.8	57 47.5%
1500	141	8.3%	15.8	86.2	60.2	60.5	74.9	80.6	72 51.1%
1600	151	8.9%	31.6	102.9	63.1	62.1	75.5	86.2	93 61.6%
1700	161	9.5%	26.3	92.9	63.7	63.9	77.5	83.1	109 67.7%
1800	117	6.9%	29.8	93.9	61.8	61.4	73.2	83.4	67 57.3%
1900	59	3.5%	26.3	90.0	56.0	58.9	70.6	77.9	27 45.8%
2000	50	2.9%	22.2	99.2	59.9	61.6	74.9	83.6	28 56.0%
2100	27	1.6%	32.1	87.4	64.2	63.9	80.9	86.8	19 70.4%
2200	18	1.1%	52.5	88.1	66.9	65.2	75.1	88.1	15 83.3%
2300	2	0.1%	69.7	70.4	70.1	70.0	70.4	70.4	2 100.0%
----	1695	100.0%	11.1	105.7	61.3	61.4	73.5	82.1	954 56.3%

Class Speed Matrix

Description: Buckland Road
Filter time: 12:00 Monday, 23 March 2026 => 17:01 Monday, 13 April 2026
Scheme: Vehicle classification (AustRoads94)
Filter: Class (1-12) Dir (NESW) Speed (10,160)

km/h	Class												Total	
	SV 1	SVT 2	TB2 3	TB3 4	T4 5	ART3 6	ART4 7	ART5 8	ART6 9	BD 10	DRT 11	TRT 12		
10- 20	4	.	1	5	0.3%
20- 30	14	3	3	.	.	.	2	22	1.3%
30- 40	54	12	7	.	.	.	11	1	85	5.0%
40- 50	100	12	25	9	.	1	8	2	16	4	.	.	177	10.4%
50- 60	279	36	69	20	1	2	10	7	22	5	1	.	452	26.7%
60- 70	378	33	105	16	1	3	8	3	8	.	.	.	555	32.7%
70- 80	198	6	65	10	.	2	1	282	16.6%
80- 90	57	.	25	2	.	.	1	85	5.0%
90-100	16	.	10	1	27	1.6%
100-110	3	.	2	5	0.3%
110-120	0	0.0%
120-130	0	0.0%
130-140	0	0.0%
140-150	0	0.0%
150-160	0	0.0%
Total	1103	102	312	58	2	8	41	13	46	9	1	0	1695	
	65.1%	6.0%	18.4%	3.4%	0.1%	0.5%	2.4%	0.8%	2.7%	0.5%	0.1%	0.0%		



1. POLICY AIM

The aim of this policy is to ensure the process for recruitment and selection is based upon the principles of merit, equal employment opportunity and confidentiality.

Council is committed to ensuring recruitment and selection of prospective employees is in accordance with Section 63 of the *Local Government Act 1993* and any other relevant employment legislation, in that:

The General Manager of a Council may:

- *Appoint persons as employees of the Council;*
- *Allocated duties to employees;*
- *Control and direct employees; and*
- *Suspend or dismiss employees*

Effective employee selection and the subsequent management of employees is critical to the success of the Council and the provision of services to the Community. This success depends on Council's ability to identify, attract, retain and develop employees.

Council is committed to an effective and professional method of recruiting and selecting employees that is consistent with its organisational values.

Council aims to attract and appoint skilled and motivated employees who aim to meet agreed objectives and performance improvement goals.

This policy and the associated procedures refer to both permanent as well as permanent part-time positions in all levels of the organisation (excluding the General Manager), both managerial positions as well as casual positions are dealt with under this policy and procedures.

2. POLICY STATEMENT

1. Council will attract, retain and motivate the highest calibre of employees to promote and develop the Council to a leadership position within Local Government.
2. Council will attract employees with competence, technical, customer focused and teamwork skills which support the core values and direction of the Council and who have the aptitude for future development.
3. Recruitment of employees will be merit based.
4. Council will adhere to anti-discrimination guidelines & legislation.
5. Vacant positions will be filled through internal and discretionary external recruiting subject to the suitability of the applicant when measured against the selection criterion.
6. An accurate and up-to-date position description and selection criterion, will be available at the time of advertising a position.



7. To attract and retain skilled employees the Council will endeavour to pay salaries competitive with those paid by other employers in the industry and in applicable markets, in accordance with the relevant Award and National Employment Standards.
8. Permanent or permanent part-time vacancies will be advertised internally for a minimum of 5 working days. Internal advertising will ensure that all Council employees are advised of the vacancy. Employees on leave will be notified at the same time as other employees, to ensure that everyone has the opportunity to apply.
9. For temporary positions, consideration will be given to enhancing the experience and career advancement of existing Council staff.
10. For casual positions consideration of applicants from the “Casual Employment Register” within the Information Management System shall be undertaken.
 - When drawing on the Casual Employment Register, Managers shall ensure that the availability of the Register is regularly (eg annually) advertised to transparently provide opportunities to access employment opportunities. The advertisement could advise that applicants will only be considered if they are on the Casual Employment Register.
11. Casual positions may be filled by either the Casual Employment Register, or by using a labour hire firm. If the Casual Register is used then it should be regularly advertised and consideration must be given to fairly allocating work amongst those registered.
12. Council will consider relocation expenses for new employees.
13. Confidentiality is maintained throughout the recruitment process.
14. Communication with applicants will be prompt and informative.

3. RECRUITMENT PROCEDURES

Staff must follow these detailed procedures to save Council the uncertainty about the terms and conditions of employment of employees. This may then avoid unnecessary inflexibilities in the workforce and expensive litigation.

3.1 Vacancy/Position Occurs

When a vacant position exists within the organisation the Department Manager is responsible for the fulfilment of the position in a timely fashion and in accordance with this policy and procedures and in consultation with the General Manager and the Human Resources Manager.

For a Department Manager position, the General Manager is responsible for the fulfilment of the position. The General Manager shall be responsible in regard to the membership of the interview/selection panel for Managerial positions.

In respect of other positions, the Department Manager is required to assess the position that has become available and in doing so needs to resolve the following issues:-



1. How will the position contribute to Council's efforts to meet its business goals?
2. What particular skills, abilities and attitudes will be required to deliver that contribution?
3. How do we find the person who will most effectively fit the role?
4. Is the position within approved labour strength numbers for the establishment/program?
5. How can the position be improved to be more effective for customers and the organisation?
6. Could other positions assume some or all of the tasks performed?
7. Has the position been budgeted for during this financial year?
8. How will the position be funded?
9. Has there been a high turnover in this position or program. If so why?
10. What can be learnt from the previous employee's performance regarding the effectiveness of the position?
11. What would be the consequences of not filling this position?
12. Could/has technology affected this position/role?
13. Is there a current position description and selection criterion for the vacancy?
14. Who has the authority for recruitment of this position?

3.2 Job Needs Analysis

To assist in finding the best candidate for the position a Job Needs Analysis may be undertaken to identify the essential preferred job requirements. In completing these requirements, Managers must be mindful of the relevant anti-discrimination legislation. This will assist in the review of the relevant position description.

3.3 Position Description Analysis & Evaluation

1. An appropriate position/job description shall be written or re-appraised for all positions and approved by the General Manager before vacancies of any positions are advertised.
2. The position description must accurately reflect the tasks being undertaken as well as the potential future occupational changes to the role and must include the following:-
 - a. Position Description ID.
 - b. Position Title
 - c. Enterprise Agreement Stream
 - d. Enterprise Agreement Level
 - e. Enterprise Agreement Grade
 - f. Department Name



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- g. Location
- h. Position Objectives
- i. Key responsibility Areas
- j. Organisational Relationships
- k. Accountability & Extend of Authority
- l. Judgement & Decision Making
- m. Specialist Skills & Knowledge
- n. Management Skills
- o. Interpersonal Skills
- p. Qualifications & Experience
- q. Performance Standards
- r. Multiskilling Requirements

3. Points to consider when evaluating or developing a position description:-

Does the position description describe:-

- a. the overall purpose or function of the position - the what, how and why it is done?
- b. the organisational structure?
- c. employee responsibility and authority?
- d. source and destination of the work?

Is this position description as factual and concise as possible?

- a. can it be easily understood?
- b. is job terminology standardised for uniformity and clarity?
- c. does it avoid making two statements where one more carefully worded statement would cover the subject?
- d. are job responsibilities consolidated wherever possible?
- e. have unnecessary words been eliminated?
- f. is the language clear enough to eliminate any confusion about the job function?
- g. is there any trivial information that can be eliminated?

Does this position description provide an accurate picture of the position?

- a. would the responsibilities and associated values of the position be better understood if the responsibilities and duties were listed in order of performance or in order of importance?
- b. are there unusual features of the job eg. remoteness, physical requirements?



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Is this position description well organised?

- a. is every responsibility included in the priority order?
- b. do the responsibilities listed provide a step by step breakdown of the position?
- c. does each statement relate to an end result or clear objective that must be accomplished?

Does the position description describe the Council's hierarchy?

- a. what is the general supervisory order in the program/Department?
- b. who is the employee's immediate supervisor?
- c. does the immediate supervisor have responsibility for appraising performance?

Can this position description serve as a guide in recruitment, training and promoting?

- a. will the unfamiliar reader understand the scope of the position?
- b. if there are minimum requisites in areas are they stated?
 - formal education
 - on the job experience
 - training
 - skills

Can this position description serve as a position evaluation tool?

- a. are there standards for matching people and the position for;
 - recruitment purposes
 - performance review purposes
 - salary analysis purposes
- b. is there a basis for wage and salary comparison?

4. Position descriptions shall be periodically reviewed in consultation with the affected existing officer and this process may form part of the "Development Review Process".

5. The following statement shall be included in every position description

Note: As part of any recruitment for this position, Council may require the applicant to undertake a Vocation Assessment (for operational positions) prior to interview. Council will require the applicant to undertake a Criminal Records Check, , Physical fitness/medical test (fit for position medical), ~~and may require~~ a Working with Children Check, drug or alcohol test, relevant skill test, machine competency test prior to appointment. It is a condition of employment with SMC that all applicants agree to this requirement before appointment."

and may require a



3.4 Advertising

The purpose of these procedural guidelines is to ensure that, in any external advertising, there is a consistency of format and information content. The aim of advertising is to send the recruitment message, that a vacancy exists, to the attention of as many of the most suitable and appropriate target audience as possible and motivate and persuade them to apply for the position. It is also an opportunity for Council to create a specific corporate image.

The advertisement is also subject to anti-discrimination legislation therefore the wording and descriptions should be gender neutral and non-discriminatory.

The advertisement is a public statement and constitutes an invitation to interested parties to apply for the position. The advertisement will have an outline of the requirements of the position. This will become one of the fundamental terms of the employment contract and it cannot be changed after the employment contract has been formed.

1. Prior to placing the recruitment advertisement, the General Manager must have received the reviewed position description and selection criterion for the position.
2. The General Manager must check the advertisement in relation to the accuracy of all aspects of the terms and conditions of the position.
3. Positions may be advertised internally, externally or simultaneously whichever is considered appropriate by the General Manager in consultation with the Department Manager.
4. The extent and coverage of the advertising must be authorised by the General Manager.
5. A minimum of 10 days shall be provided for the submission of applications from the date of the first advertisement.
6. The position description and related information must be available on the Council website on the day that the advertisement appears in the newspaper.
7. All terminology used should be gender neutral.
8. Advertisement should state that all applications be addressed to the General Manager

3.5 Receipt of Applications

Applications received are to be kept totally confidential and as soon as received they are to be directed to the Information Management Officer for recording in the Information Management System.

1. The position advertisement will clearly state how applications are to be lodged with the organisation. The preferred option is by electronic mail addressed to mail@southernmidlands.tas.gov.au for the General Manager.
2. Applications will be entered on the Information Management System (as per guidelines).

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3. Applications will be placed on the relevant file.
4. Applications will be directed to the Human Resources Manager for acknowledgment of receipt.
5. At the closing date for receipt of applications, the applicants will be sorted alphabetically by the Human Resources Manager for the pre-interview discussions with the Selection Panel, where the shortlisting of candidates is undertaken.
6. The applications are copied for the interview panel and marked “Confidential”.

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1. POLICY AIM

The Southern Midlands Councils aim is to select an applicant from within or outside the organisation that can fill the position. Individuals will be thoroughly screened against carefully developed position specifications.

Equal Employment Opportunity and Anti-Discrimination guidelines and legislation will be adhered to at all times. The selection process should provide as much reliable and valid information as possible about the applicant in order that their qualifications may be carefully matched with person specifications and Councils objectives.

This policy and procedures refers to both permanent and permanent part-time positions in all levels of the organisation (excluding the General Manager), managerial positions are dealt with as per these procedures, as are casual positions.

2. POLICY STATEMENT

1. Selection of employees will be merit based.
2. Council will adhere to anti-discrimination guidelines and legislation.
3. The selection panel will consist of people who are competent to select the best person for the position.
4. All applicants for positions will be assessed on the basis of a common set of selection criterion and questions. The selection criterion will be derived from the position description.
5. Applicants who are interviewed will be assessed in writing against the selection criterion and written notes will be kept on a confidential application file.
6. All applicants interviewed will be graded in relation to selection criterion using an agreed technique.
7. Reference checks will be conducted by the interview panel against the selection criterion and in accordance with best practice.
8. The final selection of the person to fill the position rests with the General Manager and Department Manager in that particular program, subject to the applicant/applicants being assessed as medically capable of performing the duties of the position without danger to themselves or other persons.
9. The interview panel will be available to counsel any internal applicants who are unsuccessful in being selected and who request to discuss their non-selection.
10. Confidentiality will be maintained through the selection process.
11. The selection process is managed in a timely manner.



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3. SELECTION GUIDELINES

3.1 Selection Criterion

The selection criterion for each position allows each application to see how they will be assessed, and provides the interview panel with a clear outline of the requirements for good performance in the position. The selection criterion will facilitate a systematic approach to selecting the best applicant for the position.

1. The selection criterion should be derived from the position description.

They should identify:-

- Essential and desirable experience/qualifications
 - Personal abilities
 - Specific capacities in relation to the position
 - Technical skills
 - Competency level of skill
2. The use of selection methods such as the following may be used where deemed relevant to the position and which will produce a valid and reliable result. It should enable applicants to demonstrate technical, planning and monitoring abilities.
 - Vocational Assessments
 - Technical expertise
 - Competence Standards Level - test against these
 3. A list of skills and qualifications which are mandatory, or essential to the job being done properly, and which are desirable but not essential should be specified and selected against.
 4. Prioritise and weight all selection criterion.

3.2 Short listing written applicants

1. Each applicant is to be compared to the written selection criterion.
2. A copy of the applications and selection criterion will be distributed to all panel members, with instructions that only those criterion's are to be used to screen applicants.
3. A short list of no more than 5-10 applicants is used depending on the position.
4. If an applicant's application is below standard it can be rejected.
5. Applicants who were not short listed are advised in writing that they are unsuccessful.
6. Two references from the highest ranking applicant should be checked by telephone call and responses documented.



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4. SELECTION/INTERVIEW PANEL

4.1 The Panel

1. The selection panel will be well balanced.
2. The selection panel will consist of 3 members.
3. The selection panel members will have skills and training in interviewing and selection procedures and EEO principles and practices.
4. The selection panel must not have a pecuniary interest in any of the applicants being interviewed.
5. If a selection panel members has a pecuniary interest it must be declared prior to being appointed to the Panel.

4.2 Panels Tasks

1. The Panel must appoint a responsible member/chairperson for the interview process.
2. Responsible Officer/Chairperson to arrange for interview technique training to any Panel member who may need to update their skills.
3. Design measures to assess applicants against the selection criterion.
4. Short listing of applicants (see above).
5. Panel to check references against selection criterion (as above).
6. Design of questions that are relevant and which will provide reliable and measurable information against the selection criterion.
7. Questions should cover each of the selection criterion's
8. Determine who will ask which questions.
9. Responsible Officer/Chairperson to provide interview details to the Human Resources Manager to forward to Applicants.
10. Responsible Officer/Chairperson to arrange room in an informal design.
11. Responsible Officer/Chairperson to welcome and introduce applicant being interviewed to Panel.
12. Responsible Officer/Chairperson to advise applicant of the format of how the interview will be conducted.
13. The Panel Members are required to make a statement and record it, if there is any pecuniary interest or perceived pecuniary of interest
14. If a pecuniary interest is apparent the Responsible Officer/Chairperson will manage that matter in an appropriate manner, and document it.
15. Undertake the interview.
16. Responsible Officer/Chairperson to conclude and close interview with applicant and advice of notification procedures.
17. Selection Panel determines preferred applicant for the position.
18. Selection report/interview details are completed.



5. ORGANISING THE INTERVIEW

5.1 Applicants

1. Applicants will be notified that they are required for an interview either by telephone or in writing at least 5 days prior to the interview date (depending upon time constraints).
2. The applicant should be given the following information:-
 - What they need to bring to the interview,
 - The date, time and venue of the interview,
 - The names of members on the Interview Panel and their Positions,
 - The name of the contact person and telephone number if they need to contact someone in relation to the interview,
 - Expected length of interview,
 - Any testing techniques that will be undertaken.
3. Applicant's interview details will be confirmed in writing (depending upon time constraints).

6. INTERVIEW QUESTIONING

1. The Human Resources Manager will provide "Explanatory Notes" to the Panel to guide their candidate enquires during the interview process. The same questions shall be asked of each candidate, although further exploration to seek clarification will be required in many cases.
2. Encourage the applicant to talk, the objective of a Panel Member is to learn as much about the candidate as possible.
3. Use open questions to encourage conversation.
4. Use of behavioural questions or scenarios may be helpful.
5. Questions must be relevant to the position and provide information that can be assessed as relevant, reliable and measurable against the selection criterion.
6. EEO policies and principles must be considered.
7. Questions must not breach any Legislation eg EEO, Anti-Discrimination Act etc.
8. Applicants can be given an opportunity to make a short presentation on their application.
9. Allow sufficient time for answers.

7. SELECTION OF APPLICANT

1. Once the interviews are concluded the Panel is to then evaluate and decide on the most suitable applicant for the position, based on the Panel member's assessment of the applicants against the selection criterion.
2. The Panel must document their recommendation(s).
3. The Panel's decision is referred to the General Manager for final approval or otherwise.

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4. The position Supervisor is required to contact the successful applicant verbally and offer them the position and is also to advise the applicant of the organisations Pre-Employment Medical Policy and any other requirement prior to appointment that will be covered in the Letter of Offer.
5. Applicants will be advised in writing of the offer (see Item 8).
If the successful applicant declines/refuses the offer, then the second choice applicant is advised as above or if there is not a second choice the position is re-advertised.
7. Once the position has been filled unsuccessful interviewed applicants will be contacted by phone and then also advised in writing.
8. Responsible Officer/Chairperson returns File with interview results included to the Information Management Officer for filing and a new Personnel File is created with the successful applicants details transferred to the file.
9. The Department Manager is to be notified of the appointment.

8. LETTER OF OFFER

1. All new employees will be sent two (2) copies of their letter of offer. Attached to this letter will be the position description.
2. No new employee is to commence work unless they have signed and dated the copy of their letter of offer, the position description for the position and returned it to the General Manager within the specified time indicated.
3. It must state the frequency and nature of performance reviews including when and how these will occur and the length of the probation period.
4. It must state that the employee will be expected to vary their duties during the course of the employment as directed by their supervising officer.
5. It must state that the employee is bound by the organisations policies and procedures as part of their employment and that these can be varied from time to time.
6. It must include a section for the new employee to sign and date the letter.
7. It must include the Enterprise Agreement Stream and Level under which the employee will be paid and the salary amount, Superannuation requirements, hours of duty (include any on-call or roster details) will also be included.
8. Given the "Note" in the position description, namely:

may
↓
~~will~~

"Note": As part of any recruitment for this position, Council ~~will~~ require the applicant to undertake a Vocation Assessment (for operational positions) prior to interview. Council will require the applicant to undertake a Criminal Records Check, Physical fitness/medical test (fit for position medical), ~~and may require~~ a Working with Children Check, ~~drug or alcohol test, relevant skill test, machine competency test prior to appointment.~~ It is a condition of employment with SMC that all applicants agree to this requirement before appointment." *and may require a*
9. Name of Supervisor and/or Officer the new employee must meet on arrival.
10. The letter of offer must be signed by the General Manager.
11. Copy of letter to the Supervisor/Department Manager, Paymaster and Personnel File.

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Applicants must undertake an induction on commencement

10. INTERNAL APPLICANTS

The above policy and procedures also includes the selection of applicants from within the organisation.