



ATTACHMENTS

ORDINARY COUNCIL MEETING

Kempton Municipal Offices
85 Main Street, Kempton

Wednesday 22nd October 2025
10.00 a.m.

Item 5.1	Draft Council Meeting Minutes (Open) – 24 th September 2025
Item 5.2.1	1. Colebrook Memorial Hall Management Committee AGM Minutes – 25th September 2025 2. Woodsdale Community Memorial Hall AGM Minutes – 22nd September 2025 3. Woodsdale Community Memorial Hall General Committee Meeting Minutes – 22nd September 2025 4. Lake Dulverton & Callington Park Management Committee Minutes – 13th October 2025 5. Woodsdale Cemetery Management Committee Meeting Minutes – 14th October 2025 6. Campania Hall General Meeting Minutes – 14th October 2025 7. Campania Hall AGM Minutes – 16th October 2025
Item 12.4.1	Caravan Policy
Item 13.1.1	2025 Transport Asset Management Plan
Item 15.3.1	Oatlands Highland Gathering Event Summary
Item 15.4.1	Flour Mill Park Final Concept Design Report
Item 15.5.1	Campania Cemetery Management Committee
Item 17.1.2	Draft Policies – Bullying, Harassment and Violence Policy and Workplace Health & Safety Policy

SOUTHERN
MIDLANDS
COUNCIL



MINUTES

ORDINARY COUNCIL MEETING

Wednesday 24th September 2025
10.00 a.m.

Oatlands Municipal Offices
71 High Street, Oatlands

DRAFT

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OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL HELD ON WEDNESDAY 24th SEPTEMBER 2025 AT THE OATLANDS MUNICIPAL OFFICES, 71 HIGH STREET, OATLANDS, 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 Karen Woolford 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 G Finn (Manager Development and Environmental Services), Ms W Young (Manager, Community and Corporate Development), Mrs A Burbury (Finance Officer), Mr B Williams (Manager Heritage Projects), Mr A Briggs (Oatlands Aquatic Centre Coordinator) and Mrs J Crosswell (Executive Assistant).

4. APOLOGIES

Cllr F Miller (previously granted leave of absence).

5. MINUTES

5.1 Ordinary Council Meeting

DECISION

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

THAT the Minutes (Open Council Minutes) of the Council Meeting held 27 August 2025 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 B Campbell, seconded by Clr D Blackwell

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

CARRIED

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

5.2.2 Special Committees of Council - Endorsement of Recommendations

DECISION

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

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

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	✓	

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

5.3.1 Joint Authorities - Receipt of Minutes

DECISION

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

THAT the report prepared by the above Joint Authority be received.

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	✓	

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

Nil.

6. NOTIFICATION OF COUNCIL WORKSHOPS

DECISION

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

THAT the information be received.

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	✓	

7. COUNCILLORS – QUESTION TIME

7.1 Questions (On Notice)

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

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

Nil.

7.2 Questions Without Notice

Deputy Mayor K Dudgeon – Horses (Parattah) – received numerous representations regarding the number of horses being kept at the property and the impact on residents.

Manager Development & Environmental Services advised that Council officers have been communicating with the Office of Racing Integrity (ORI) and a multi-agency response has been initiated. In addition, Council's Environmental Health Officer will be conducting a further inspection of the property to determine what 'environmental nuisances' (i.e. dust/odour etc.) may exist that requires action by Council. The level of response from the ORI has improved give recent media coverage.

Deputy Mayor K Dudgeon – Possible drought circumstances – commented about the number of farmers that have expressed concern regarding the present dry weather conditions. Despite recent rainfall (minimal), the subsequent wind events have negated any benefit. Is there any availability of external support assistance?

It was generally acknowledged that a drought declaration would not be considered under the present conditions however this can be monitored going forward.

Clr A E Bisdee OAM – Property (Kempton) – Storage of Cars i.e. number of vehicles being kept on the property) – is this property being monitored and need for any Council action?

Manager Development & Environmental Services advised that Council officers do have knowledge of the property. Recent approval has been given for the construction of a large shed that will house some of the vehicles and improve the overall presentation of the property. It was confirmed that the property is not being used as a 'wrecking yard' and development approval is not required.

Clr B Campbell – Woodsdale Recreation Ground – Transfer of Ownership – update sought.

The General Manager confirmed that a Contract for sale of Real Estate has been forwarded and not returned to date. The purchaser is also required to confirm who will act on its behalf for the conveyance process when the signed Contract is returned.

Clr B Campbell – Waste Transfer Station – Recycling Bins – questioned who pays to transport these bins and who receives the proceeds from the recycling products?

The General Manager advised that Council is responsible for the cost of transporting the recycling bins and Council also receives the proceeds from the recycling products.

Mayor E Batt – Bus Stop Sign(s) – Main Street, Kempton – questioned the absence of Bus Stop sign(s) in the vicinity of the Council Chambers?

Following general discussion, Deputy General Manager to follow-up with the Department of State Growth to confirm the designated bus stop areas and the need for signposting.

8. DECLARATIONS OF PECUNIARY INTEREST

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

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

Nil.

9. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

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

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

Nil.

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

Julia Jabour – Southern Midlands Regional News

Is there anything Council can do to address the appalling situation of the well over 100 horses being run in the centre of Parattah, as residents now have serious concerns about their own health from the smell, dust, hay and manure blowing in water tanks?

(Neither Tasracing, which is rumoured to be funding the 'stud', nor Tasmanian Racing Integrity Commission will answer my questions.)

Reference was made to the comments provided by the Manager Development & Environmental Services in response to a question raised by the Deputy Mayor (refer earlier in the meeting).

Manager Development & Environmental Services advised that Council officers have been communicating with the Office of Racing Integrity (ORI) and a multi-agency response has been initiated. In addition, Council's Environmental Health Officer will be conducting a further inspection of the property to determine what 'environmental nuisances' (i.e. dust/odour etc.) may exist that requires action by Council. The level of response from the ORI has improved give recent media coverage.

Julia Jabour – Southern Midlands Regional News - made reference to the comment contained within the NRM Unit report relating to dogs on the foreshore of Lake Dulverton and sought additional detail.

General Manger provided clarification and an explanation of the issue. Approval has now been given by the Parks and Wildlife Service for dogs to remain with the conservation area (subject to conditions). The correspondence from Parks will be submitted to the next meeting of the Lake Dulverton & Callington Park Management Committee who will address the issues around communicating the change and what signage may be required.

Julia Jabour – Southern Midlands Regional News – Oatlands Hotel Proposal - Any update?

General Manger advised that there is still ongoing communication with the preferred proponents. In more recent times, the proponents have been aiming to identify other potential investor options.

Julia Jabour – Southern Midlands Regional News – Tas Petroleum – Fuel Stop Proposal – Ay update?

Manager Development & Environmental Services confirmed that a Development Application (DA) has been submitted. Following initial assessment, a request for further information has been given to the proponents. Once these requests for further information are satisfied, the DA will be advertised accordingly.

10.1 Permission to Address Council

Nil.

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

Nil.

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

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

12.1 Development Applications

Nil.

12.2 Subdivisions

Nil.

12.3 Municipal Seal (Planning Authority)

Nil.

12.4 Planning (Other)

12.4.1 Policy Development Update - Caravan Policy

DECISION

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

THAT Council:

- 1. Receives and notes the report; and**
- 2. Considers draft version 1 of the Caravan Policy in preparation for adoption of the revised policy at the October 2025 Council meeting, subject to any amendments made by Council.**

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	✓	

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

13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

13.1 Roads

Strategic Plan Reference 1.1

Maintenance and improvement of the standard and safety of roads in the municipal area.

Nil.

13.2 Bridges

Strategic Plan Reference 1.2

Maintenance and improvement of the standard and safety of bridges in the municipality.

Nil.

13.3 Walkways, Cycle Ways and Trails

Strategic Plan Reference 1.3

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

Nil.

13.4 Lighting

Strategic Plan Reference 1.4

Ensure adequate lighting based on demonstrated need / Contestability of energy supply.

Nil.

13.5 Buildings

Strategic Plan Reference 1.5

Maintenance and improvement of the standard and safety of public buildings in the municipality.

Nil.

13.6 Sewers / Water

Strategic Plan Reference(s) 1.6

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

Nil.

13.7 Drainage

Strategic Plan Reference 1.7

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

Nil.

13.8 Waste

Strategic Plan Reference 1.8

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

Nil.

13.9 Information, Communication Technology

Strategic Plan Reference 1.9

Improve access to modern communications infrastructure.

Nil.

13.10 Officer Reports – Infrastructure & Works

13.10.1 Manager – Infrastructure & Works Report

QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

Mayor E Batt – Lake Dulverton - Walkway to Parattah – received a comment that the path may need some maintenance as this person was a regular user and rides an ‘E scooter’.

To be inspected.

Mayor E Batt – Melton Mowbray Park – Trough and Tree planting – update?

Manager Heritage Projects confirmed that relocation of the Trough is imminent and tree planting is planned for the site. Needs to confirm timing with the Manager Infrastructure and Works.

Clr B Campbell – Oatlands to Parattah Walkway – commented that there is a need to extend the walkway through to the Railway line?

Issue to be referred to the next meeting of the Lake Dulverton and Callington Park Management Committee for information.

Clr B Campbell – replacement of Guide Posts – how is this progressing?

General Manager advised that this is an ongoing program.

RECOMMENDATION

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

DECISION

Moved by Clr D Fish, seconded by Clr B Campbell

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

15.1.2 Ownership Dispute – Painting Displayed in Oatlands Supreme Court House

DECISION

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

THAT Council asserts its ownership of the painting ‘Municipal Police Sergeant’ and it remain on display in the Oatlands Supreme Court House as intended by the artist Mr. Russ Ames OAM.

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	✓	

15.1.3 Policy Endorsement – Metal Detecting on Council Sites

DECISION

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

THAT Council endorse the 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	✓	

5.2 Natural

Strategic Plan Reference – page 23/24

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

15.2.1 NRM Unit – General Report

DECISION

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

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	✓	

DECISION

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

THAT Council break for morning tea at 11.02 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 the meeting resume at 11.24 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	✓	

15.3 Cultural**Strategic Plan Reference 3.3**

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

Nil.

15.4 Regulatory (Development)**Strategic Plan Reference 3.4**

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

Nil.

15.5 Regulatory (Public Health)

Strategic Plan Reference 3.5

Monitor and maintain a safe and healthy public environment.

Nil.

15.6 Regulatory (Animals)

15.6.1 Animal Management Report

DECISION

Moved by Clr B Campbell, seconded by Clr D Blackwell

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

16.1.1 Southern Midlands Council – Community Small Grants Program 2025

DECISION

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

THAT, based on the recommendations of the Facilities & Recreation Committee, Council approves the allocation of funds under the 2025 Southern Midlands Council Community Small Grants Program to the following organisations:

Campania Community Group Inc. For Community First Aid Training	\$ 1,770.00
Campania Community Group Inc. Creation of a History Room as part of the Campana War Memorial Hall, subject to formal agreement with the Campana Hall Committee and Council	\$2,353.00
Oatlands Community Association Inc. New stove for the Midlands Memorial Community Centre	\$ 1,409.00
Oatlands District Football Association Inc. Office equipment upgrade.	\$ 2,000.00
Oatlands Ex-Service & Community Club Inc. EFPOS machine upgrade.	\$ 2,228.00
Oatlands Highland Gathering Committee Purchase of portable stage components for Community use	\$ 3,000.00
Oatlands Swim Club Swim training pool equipment.	\$ 3,000.00
Tunnack Community Club Inc. Roof repairs.	\$ 3,000.00
Woodsdale Football Club Inc. Replacement refrigerator.	\$ 2,888.00

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	✓	

16.2 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 Deputy Mayor K Dudgeon, seconded by Clr B Campbell

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	✓	

16.2.2 Oatlands Recreation Ground – Installation of Electronic Scoreboard / Video Board

DECISION

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

THAT:

- a) The report and information be received;
- b) Council confirm its willingness to fund the project (in full or in part), subject to final costings and potential co-contributions;
- c) Undertake detailed costing and specification work, and (if deemed necessary by Planning) proceed with an application for development approval; and
- d) Investigate external funding opportunities, if available.

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.

Nil.

16.8 Safety

Strategic Plan Reference 4.8

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

Nil.

16.9 Consultation & Communication

Strategic Plan Reference 4.8

Improve the effectiveness of consultation & communication with the community.

Nil.

17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

17.1 Improvement

Strategic Plan Reference 5.1

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

17.1.1 Office of Local Government (Department of Premier and Cabinet) – Discussion Paper – Reforms to Councillor Numbers and Allowances

DECISION

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

THAT Council:

- a) Receive a copy of the Discussion Paper – Reforms to Councillor Numbers and Allowances;
- b) Agree ‘in-principle’ to the proposed reforms (as detailed in the discussion paper), noting that the key recommendation is to retain seven elected members;
- c) In terms of providing specific feedback to the issues raised, Council provides the following:
 - a. Council does not have any set position regarding the need for any strategies/guidance for council decision making where a quorum cannot be maintained
 - b. Council does not support any compulsory system of being required to make superannuation contributions direct to a nominated superannuation fund, and supports the continuation of the current discretionary system
 - c. Council supports the inclusion of a legislative provision requiring regular reviews to ensure that councillor numbers and allowances remain fair and equitable – both absolutely and relatively - over time in response to demographic and other changes.

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 - Denise Smith is once again organising many events in October for Pink Up Oatlands. All money raised goes to the McGrath Foundation supporting people experiencing cancer and their families.

Deputy Mayor K Dudgeon - Congratulations to Olivia Baker, a 16 year old student from Oatlands who has won the 2025 National Merino Fleece Young Judges Championships at the Royal Adelaide Show.

Deputy Mayor K Dudgeon - Online geography website WorldAtlas has named Oatlands as one of the eight best towns in Australia to retire to.

Deputy Mayor K Dudgeon – Advised council of the passing of Jean Hepburn. Jean and her husband ran the Oatlands Pharmacy for over 30 years.

17.3 Finances

Strategic Plan Reference 5.3

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

17.3.1 Monthly Financial Statement (Period ending 31 August 2025)

DECISION

Moved by Cllr D Blackwell, seconded by Cllr B Campbell

THAT the Financial Report be received and the information noted.

CARRIED

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

17.3.2 Funding Support Requested by Wine South Tasmania

DECISION

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

THAT Council:

- a) acknowledge the funding support request from Wine South Tasmania;
- b) loan Wine South Tasmania ten sign stands and wand components for the two forthcoming community events; and
- c) Council fund the 'flags only' element of the request for ten flags, at a total value of \$614.86 ex GST (to be funded from the Community Small Grants Program budget).

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	✓	

18. MUNICIPAL SEAL

18.1 Signing & Sealing Grant Deed – Department of State Growth Traffic Infrastructure Improvements at School Road Bagdad

DECISION

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

THAT Council endorse the signing and sealing of the Grant Deed for the funding agreement between the Tasmanian Government (through the Department of State Growth) and the Southern Midlands Council, for the amount of \$34,400 for traffic infrastructure upgrades in School Road, Bagdad.

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	✓	

18.2 Signing & Sealing Grant Deed – Department of State Growth Proposed Footpath in Reeve Street, Between Lee Street and Hall Street Campania

DECISION

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

THAT Council endorse the signing and sealing of the Grant Deed for the funding agreement between the Tasmanian Government (through the Department of State Growth) and the Southern Midlands Council, for the amount of \$28,620 for the construction of a new footpath along Reeve Street, between Lee Street and Hall Street, Campania.

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	✓	

**18.3 Signing & Sealing Grant Deed – Department of State Growth
Proposed Pedestrian Crossing in High Street Oatlands**

DECISION

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

THAT Council endorse the signing and sealing of the Grant Deed for the funding agreement between the Tasmanian Government (through the Department of State Growth) and the Southern Midlands Council, for the amount of \$22,300 to construct a pedestrian crossing at the northern end of High Street Oatlands.

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	✓	

19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

Nil.

RECOMMENDATION

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

DECISION

Moved by Cllr B Campbell, seconded by Cllr D Fish

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

Matter	<i>Local Government (Meeting Procedures) Regulations 2015 Reference</i>
<i>Closed Council Minutes - Confirmation</i>	15(2)(g)
<i>Applications for Leave of Absence</i>	15(2)(h)
<i>Contract – Annual Road Stabilisation Program</i>	15(2)(d)
<i>Contract – Annual Road Spray Sealing Program</i>	15(2)(d)

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	✓	

RECOMMENDATION

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

DECISION

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

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

CARRIED

DECISION (MUST BE BY ABSOLUTE MAJORITY)		
Councillor	Vote FOR	Vote AGAINST
Mayor E Batt	✓	
Deputy Mayor K Dudgeon	✓	
Cllr A E Bisdee OAM	✓	
Cllr D Blackwell	✓	
Cllr B Campbell	✓	
Cllr 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 2015, the details of the decision in respect to this item are to be kept confidential and are not to be communicated, reproduced or published unless authorised by Council.

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

20.2 Applications for Leave of Absence

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

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

20.3 Contract – Annual Road Stabilisation Program

DECISION

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

THAT Council accept the following quote:

- 1. Road Reconstruction / Stabilisation Program (Contract 03/2025) – Quote submitted by Andrew Walter Constructions (AWC) for lime stabilisation for an amount of \$610,540.00 (GST excl.);**
- 2. In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, Council authorises the release of this decision in respect to this item to the general public and for communication to relevant parties.**

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	✓	

20.4 Contract – Annual Road Spray Sealing Program

DECISION

Moved by Cllr B Campbell, seconded by Cllr D Blackwell

THAT Council accept the following quote:

1. Road Spray Sealing Program (Contract 04/2025) – Quote submitted by Downer EDI Works Pty Ltd for an amount of \$191,580.70 (GST excl.);
2. In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, Council authorises the release of this decision in respect to this item to the general public and for communication to relevant parties.

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	✓	

RECOMMENDATION

THAT Council move out of “Closed Session”.

DECISION

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

THAT Council move out of “Closed Session”

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	✓	

OPEN COUNCIL MINUTES

21. CLOSURE

The meeting closed at 12.08 p.m.



COLEBROOK MEMORIAL HALL MANAGEMENT COMMITTEE

ANNUAL GENERAL MEETING

MINUTES

Held on Thursday 25th September 2025 at the Colebrook Memorial Hall, Colebrook

Meeting commenced at 1.00pm

Welcome by Chairman

Attendance: Leanne Doherty, Glenn Doherty, Mandy Nicolle, John Brose, Ceri Brose, Roz Lambert, Wendy Young & Jo Rowley

Apologies: Clr F Miller, Clr D Fish (proxy)

1. Previous Minutes

Moved Leanne Doherty and seconded Mandy Glenn that the previous minutes of the AGM held on 7th October 2024 be confirmed as true and accurate record of the meeting.

Carried

2. Chairman's Report

No treasurers report.

3. Treasurer's Report

Leanne provided the treasurers report which has been audited by Sophie Blyth.

Moved by Mandy Nicolle and seconded by Glenn Doherty that the Treasurer's Report be received.

Carried

4. Election of Office Bearers

Wendy Young declared all positions vacant and then called for nominations:

Chairperson

This position is a Council representative, Clr Fraser Miller will assume the role, with Clr Don Fish proxy.

Treasurer

No Nominations for the position of Treasurer was received.

It was decided to transfer funds to Council and ask them to keep the accounts of the Colebrook Memorial Hall Management Committee.

Moved Leanne Doherty and seconded Mandy Nicolle, that funds be transferred to Council. CARRIED

Secretary

Nominations for the position of Secretary are called.

One nomination was received for Mandy Nicolle. The candidate was asked if she wished to accept the nomination. There were no other nominations, Mandy Nicolle was duly appointed as Secretary.

Moved Leanne Doherty and seconded Ceri Brose, that Mandy Nicolle be confirmed in the role of Secretary. CARRIED

Committee Member

Nominations for the position of Committee Members were called.

Four nominations were received, John Brose, Ceri Brose, Roz Lambert & Mandy Nicolle. The candidates were asked if they wished to accept the nominations, they answered in the affirmative. There being no further nominations, John Brose, Ceri Brose, Roz Lambert & Mandy Nicolle were duly appointed as Committee Members.

Moved Roz Lambert and Seconded Ceri Brose, that John Brose, Ceri Brose, Roz Lambert & Mandy Nicolle be appointed as a Committee Member. CARRIED

5. Other Business

5.1 Fees and Charges

The fees and charges are to remain the same:-

Hall & Supper Room

\$20 per hour

Kitchen Hire	\$25 per hour
Meetings	\$20 per hour
Fixed price market day	\$150

It was resolved that the information be noted and received.

5.2 Bookings of Hall

Bookings for the Hall will continue to be done through the Community & Corporate Development team of Southern Midlands Council. Bookings can be made by phoning the Kempton Office or by email.

Asked for promotion of hiring of the Hall, by a sign at the Hall. Can also promote on Social media etc.

5.3 Community Liability Insurance

Council has community liability insurance, this is available to hirers of the hall, which do not have public liability insurance. Must contact Council for coverage.

Requires an offer and acceptance and will cost \$25.

5.4 Improvements to Hall

Request for grants to repaint the inside of the Hall, either:

- Budget submission
- Council small grant

6. Close

There being no further business Wendy thanked everyone for their attendance and closed the meeting at 1.18pm

Woodsdale Community Memorial Hall

Est. 1905

Minutes

FOR

Annual General Meeting

On

Monday 22nd September 2025

ATTENDANCE:

Executive committee:

President; Ms Alyson Scott.
Vice president; Mrs Ann Scott
Secretary; Ms Andrea Jones
Treasurer: Ms Andrea Jones

General Committee members: Mr Leon Scott, Mrs Ann Scott, Mrs Marion Wiggins

Apologies: Mrs Ann Wiggins

Council representative: Councillor Mrs Karen Dudgeon

Opening/Welcome:

Ms Alyson Scott declared the meeting open at 7.08 pm

Moved by Mrs Marion Wiggins and seconded by Mr Leon Scott that the minutes of the last AGM held on Monday 23rd September 2024 be accepted as read and confirmed as a true and faithful record.

Motion carried.

Presidents Report:

Ms Alyson Scott presented the President's report for 2024/25. (copy attached)

Moved by Ms Alyson Scott and **seconded by** Mrs Karen Dudgeon that the Presidents report be received.

Motion carried.

Auditors report. (Official copy attached)

Balance brought forward		\$ 12185.02
Total receipts to 30 th June 2025	\$ 4826.60	
		\$ 17011.62
Total payments to 30 th June 2025	\$ 6830.67	

Represented by:

Commonwealth Bank Account – 31 August 2025	\$ 10149.75
--	-------------

Petty cash on hand	\$31.20
--------------------	---------

Balance to 30th June 2025	\$ 10180.95
----------------------------------	--------------------

Moved by Ms Andrea Jones and **seconded by Mrs Ann Scott** that the Auditors report be accepted as read.

Motion carried

The existing committee was dissolved, and all positions were declared vacant.

Councillor Mrs Karen Dudgeon asked the executive committee members if they wished to keep their positions. All parties of the executive were happy to stay on. Councillor Dudgeon declared that the executive committee would continue in the same positions as the previous year. The General Committee will also remain the same as the previous year. Councillor Karen thanked the committee for all their hard work and ongoing upkeep of the hall.

Election of Office Bearers unopposed.

Moved by Mrs Marrion Wiggins and **seconded by Mrs Ann Scott** that the positions of Executive and General committee to be rolled over from the previous year.

Motion Carried.

General business:

- Ms Alyson Scott thanked everyone for their ongoing work and those that have departed the committee over the year.

Annual General Meeting Closed – 7.37 p.m.



Andrea Jones <andreajayne2807@gmail.com>

Presidents Report

1 message

Alyson Scott <alyson.louise.scott@gmail.com>
To: Andrea Jones <andreajayne2807@gmail.com>

22 September 2025 at 21:22

President's Annual Report 2024/2025

Woodsdale Hall Committee

It is my honour to present the President's Report for the 2024/2025 year on behalf of the Woodsdale Hall Committee.

This year has been marked by both achievement and reflection. We've continued our commitment to supporting community connection through events and activities at the hall, and we've seen that spirit of togetherness shine through in many meaningful ways.

One of the highlights of the year was our role in catering for the Woodsdale Football Club's Red and Green Ball. The event was a great success and a testament to what we can achieve when we work together. Our committee members and volunteers once again gave their time generously to prepare and serve food, helping to create a night that was enjoyed by many. It was a proud moment for our committee and another example of how the hall continues to serve as a vital hub for the community.

This year also brought great sadness with the passing of our long-time President, Kaye Rowlands. Kaye was a dedicated leader and a passionate supporter of the hall and its purpose. Her commitment over many years helped shape the Woodsdale Hall into the welcoming, functional space it is today. Her loss was deeply felt by all of us.

In true community spirit, the hall became a gathering place once again as we came together to celebrate Kaye's life. The wake, held at the hall, was a heartfelt tribute to someone who gave so much. It was a sad time, but also a powerful reminder of the strength and unity of our community. We believe Kaye would have been proud of how the event was carried out — with warmth, dignity, and togetherness.

Looking ahead, we are excited to introduce monthly bingo sessions at the hall — a fun, inclusive event aimed at bringing people together on a regular basis. We hope these evenings will offer both entertainment and connection for people of all ages.

We would also like to extend our sincere thanks to the other community clubs and groups who hired the hall throughout the year. In particular, the Soup and Sandwich Days were a wonderful success and a great example of how shared events can bring people in from across the district for a good meal and a friendly chat. Your support not only helps keep the hall active but also reinforces the value of shared community spaces.

A special thank you goes to the Southern Midlands Council for their ongoing support of the hall and our functions. Their assistance — whether financial, practical, or advisory — continues to play a vital role in the success and sustainability of our operations. We are grateful for their partnership and commitment to our community.

In closing, I would like to thank all committee members, volunteers, and supporters who have contributed their time and effort throughout the year. It's your dedication that keeps the Woodsdale Hall thriving and ensures it remains at the heart of our community.

Regards

Alyson Scott

President

Woodsdale Hall Committee

Woodsdale Community Memorial Hall

Est. 1905

General Committee Meeting

Monday 22nd September 2025

Woodsdale Hall

1. Welcome/Opening:

The President welcomes members and declares the meeting open at 7.38 pm

2. Attendance:

Councillor Karen Dudgeon, Mrs Ann Scott, Mr Leon Scott, Ms Alyson Scott, Ms Andrea Jones, Mrs Marion Wiggins.

3. Apologies:

Mrs Ann Wiggins, Mrs Sally Stubbs

Moved: Mrs Andrea Jones

Seconded: Mrs Karen Dudgeon

Motion Carried

4. Confirmation of Minutes for the last meeting – 18th August 2025

-

Moved: Mrs Marion Wiggins

Seconded: Ms Andrea Jones

Motion Carried

5. Business Arising from Previous Minutes – 18th August 2025

- We had the WFC Ball dinner, thank you to those that helped clean on the Sunday. Haven't been invoiced for the 70 people. WFC have paid the hire and cleaning fee. They also paid the Jesse Rumsley from the football ground.
- Kettle, urn, mop and broom have been purchased, council still need to be paid.
- Reimbursed Karen for the toilet bombs.

Moved: Mrs Ann Scott

Seconded: Mr Leon Scott

Motion Carried

6. Financial Report:

Total funds as of 22nd September 2025

\$ 10381.90

Y.T.D Financials

Opening Balance (1/7)

\$10149.75

Incoming YTD \$ \$987

Outgoing YTD \$ \$754.41

Closing balance as of 22nd September 2025

\$ 10381.90

Please see attached financials for further information.

Moved: Ms Andrea Jones

Seconded: Mrs Karen Dudgeon

Motion Carried

7. Business arising from financial report:

7.1 Money has been refunded back into the account from an incorrect card use

7.2 Invoices to still be paid from WFC

7.3 Andrea has to still pay the council outstanding invoice for urn etc

Motion Carried

Correspondence:

In

- Council contacted Andrea about the collection of the Bain Marie as they were coming out to get them
- Accounts at the council have invoiced for the kettle and urn

Out

- Andrea emailed Jemma Crosswell about advertising the AGM for the 22nd September
- Emailed Tim regarding the kettle and the urn
- Emailed Tim about the collect of the 2 Bain Marie to be collected

Moved: Mrs Karen Dudgeon

Seconded: Mrs Ann Scott

Motion Carried

1. General Business:

- 1.1** Council have laid soft fall at the playground; Tanya Rowlands has now got qualifications to check playground if need be.
- 1.2** We have had Bain Marie collected do we wish to get another one for the hall.
Have a look at some prices on differences sizes.
- 1.3** When do we want to start Bingo. 1pm BYO 19TH October 2025.
- 1.4** Storerooms clean up, placing nails on wall in storeroom
- 1.5** New bin needs to be purchased for the lady's toilet.
- 1.6** Council and football club are still in negotiations for the ground, so management remains in the hands of the hall.

Moved: Ms Andrea Jones

seconded: Mrs Ann Scott

Motion Carried

2. Bookings:

Meeting closed 8.25pm

Next Meeting will be

13th October 2025

LAKE DULVERTON & CALLINGTON PARK MANAGEMENT COMMITTEE

MINUTES

Monday 13th October 2025

**Upstairs Room - Council Building
Oatlands**

1.00 p.m.

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LAKE DULVERTON & CALLINGTON PARK MANAGEMENT COMMITTEE

MINUTES

Monday 13th October 2025

1.00 p.m.

**Upstairs Room - Council Building
Oatlands**

MEMBERS:

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

Parks & Wildlife Rep: Dominic Neyland 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 1.05pm

1. ATTENDANCE

Councillor Don Fish, Deputy Mayor - Mrs Karen Dudgeon, Mr Athol Bennett, Ms Helen Geard, Mrs Maria Weeding and Dominic Neyland. Note - it was advised by Sophie Muller that Dominic will now be the Parks & Wildlife Representative.

2. APOLOGIES

Mr Grant Wilson and Dr Robert Simpson

3. CONFIRMATION OF MINUTES

The Committee to confirm the 13th May 2025 minutes.

RECOMMENDATION

That the Committee confirm the minutes of the Lake Dulverton & Callington Park Management Committee meeting held on 13th May 2025.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

MOVED Mr Athol Bennett

SECONDED Mrs Karen Dudgeon

THAT the Committee confirm the minutes of the Lake Dulverton & Callington Park Management Committee meeting, held on 17th March 2025.

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETING

4.1 FORMAL RECOGNITION OF AN EXISTING USE OF A SITE – DOGS ON LAKE FORESHORE

Recap: A letter from Parks & Wildlife (P&W) Southern Regional Manager – Ashley Rushton letter (dated 4th September 2024) revealed that dogs in any capacity in a Conservation Area will need approval by the Parks & Wildlife Southern Tasmanian Regional Manager. Parks recognise that the community have been walking their dogs in this location for decades, however Council was advised that they would need to apply to have the activity approved and formalised.

A letter outlining how dogs would be managed going forward was sent to Ashley Rushton Parks & Wildlife (P&W) Southern Regional Manager on 23rd December 2024. The letter included a map that showed the 'dogs permitted on lead' and 'no dogs allowed' areas. The map also showed that dogs are not permitted within 30M of the foreshore at Mahers Point area and the Flax Mill sites.

A reply from Parks & Wildlife has now been received and the Deputy Secretary of the Parks & Wildlife Service has notified us that Southern Midlands Council now has formal approval for a dog exercising area (as per the map that was forwarded on to Parks by SMC 23rd Dec 2024). Approval has also been given to erect the new signage for the public re the new dog management areas.

The Committee noted that new signage relating to dog management needs to be installed on the foreshore of Lake Dulverton. There was a discussion about the best way to notify the wider community about the dog management changes. It was suggested that an article in the *Southern Midlands News* would be an effective way to communicate the changes. Information will also be made available on the Southern Midlands Council website and Facebook page.

RECOMMENDATION

That the information be noted and process commence to advise the community as to the new changes relating to the presence of dogs on the foreshore.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

MOVED Mr Athol Bennett

SECONDED Mrs Maria Weeding

THAT the information be noted and process commence to advise the community as to the new changes relating to the presence of dogs on the foreshore.

CARRIED

4.2 1980 LAKE DULVERTON MANAGEMENT PLAN & MANAGEMENT STATEMENT PROPOSAL

Recap information:

This item has been listed since February 2024, when the Committee was advised that the Lake Dulverton Wildlife Sanctuary Management Plan 1980 (1980 Plan) is the legal document that prescribes how the Lake Dulverton water is to be managed and any subsequent management documents can only be implemented if consistent with 1980 Plan. There has been several meetings of the committee since that time. The following is an extract from the last meeting in order to continue to provide context:

EXTRACT

May 2025 meeting: Since the last meeting (March 2025), Brian Campbell has provided a detailed email response to the options for future management of the Lake - see attachment – item 4.2. The committee noted that advice was sought by Brian from Mark Poll, a Senior Planner at Parks & Wildlife Service, Mark's reply forms part of the attached information.

An example of a Management Statement (as opposed to a Management Plan), was also recently provided by Brian. A sample Statement was provided at the meeting for perusal.

There was much discussion. It was explained by Brian that:

- seeking to rescind the current statutory Lake Dulverton Wildlife Sanctuary Management Plan 1980 (1980 Management Plan), “was not an option”. To rescind the Plan it would have to go through both houses of Parliament, and this has never been done before.*
- The 1980 Plan would prevail as the guiding document over a Management Statement document (due to a Statement not being a statutory level document). If a Management Statement was compiled, it could not conflict with the 1980 Management Plan.*
- It was generally agreed that redoing the 1980 Management Plan versus updating the 1980 Management Plan would still take the same amount of time, so the preference would be to redo the Management Plan.*
- It was explained that Parks already had several Management Plans relating to more prominent sites either under review or being compiled, and that Lake Dulverton was not a priority. The process for reviewing or compiling a Management Plan takes at least two years to complete.*
- The 1980 Management Plan relates to the water area of the Lake only, the Lease that Council has only relates to the foreshore area that is owned by the Crown, (Crown Land).*
- The 1980 Management Plan states that Oatlands Council {now Southern Midlands Council}, is the managing authority for the Lake. Council is not able to ‘walk away’ from that role. Council could only relinquish the lease on the Crown Land foreshore, but not the managing authority for the water area of the Lake (the area under the 1980 Management Plan).*

With further discussion, it was pointed out that the flow chart of the process to compile a Management Plan only involved State Government authorities in the process, not Local Government. How could Local Government (Southern Midlands Council in this case), progress a new or revise the 1980 Management Plan for Lake Dulverton if there was no role identified in the process, and the Lake Dulverton plan was not a priority for Parks?

Several community representative Members of the Committee expressed frustration at the situation. The Committee (and Council) must abide by the 1980 Plan and not the Lake Dulverton Management Strategy 2002, which is clearly more suited to managing the current use of the Lake.

It was suggested that a table of what the Committee would like to see changed, or what is in conflict with the 1980 Management Plan be compiled.

It seemed like there was three options available:

1. *Seek to have the Lake Dulverton Wildlife Sanctuary Plan 1980 rescinded and have no Plan replace it*
2. *Seek to have the Lake Dulverton Wildlife Sanctuary Plan 1980 rescinded and have a Management Statement compiled*
3. *Seek to have Parks and Wildlife directed to update or replace the Lake Dulverton Wildlife Sanctuary Plan 1980*

It was suggested that the Southern Midlands Council make an appointment to talk to the Director in relation to the issues being encountered under the 1980 Management Plan, and seek advice as to what can be done to better reflect the management of the Lake – 45 years after 1980!

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

RESOLVED

THAT Southern Midlands Council seek a meeting with the Director of Parks & Wildlife Services to discuss the issues resulting from the existence of the outdated 1980 Management Plan.

END OF EXTRACT

A meeting occurred between Southern Midlands Council and Parks & Wildlife in Hobart on Monday 11th August. Sophie Muller - Deputy Secretary Parks & Wildlife Service, Alice Holeywell-Jones - General Manager of Operations, Tim Kirkwood - General Manager of Southern Midlands Council and Maria Weeding - Manager SMC NRM Unit attended the meeting. The purpose of the meeting was two fold. 1. Discuss options for the 1980 Lake Dulverton Management Plan, and 2. The physical environment and community concerns in regard to the 51 Hectare area of the lake. It was considered important that we had a key contact, so that any report that is prepared is done in conjunction with Parks taking an active role. If Parks do not have an active role, then funds could be spent and a report compiled that Parks may reject. Southern Midlands would like Parks to participate and work with Southern Midlands in overseeing the consultant's task.

Following on from the meeting, Parks advised (Email from S Muller -Tues 12th Aug), that they will come back with further thoughts on the 1980 Plan. There was a request for examples of how the Plan was not suitable.

They also said they would come back with the name of a key Parks and Wildlife contact for Southern Midlands to work with in relation to a potential application of funding to have a specialist report compiled on options for the ongoing management of the 51 Hectare area of the lake.

Information on suggested changes to the 1980 Management Plan were sent via email to S Muller and A Holeywell-Jones on Tuesday 26th August. The main point for change is a request to amend the zone map and adjust the information to suit.

Early in October, Ashley Rushton (PWS Regional Manager for Southern Tasmania) contacted Council (Tim Kirkwood G.M.) to request a meeting. On Monday 6th October, Tim Kirkwood and Maria Weeding met with Ashley Rushton, Dominic Neyland (PWS Ranger in Charge – South East) and Jeremy Hood (PWS Southern Region Operations Manager).

There were two areas of discussion.

1. 1980 Management Plan - Ashley informed the meeting that there was a way forward which was to repeal the 1980 Management Plan, and have a Management Statement compiled for the area. Ashley suggested that the Committee and Parks both independently do an analysis of what the 1980 Plan has – what are the gaps, the bits that need deleting, updating, etc etc. He thought that then the two parties could come together to see what has been identified and work through any of the differences. This information would then provide the basis for the compilation of a Management Statement. Once the Management Statement was completed then PWS would make a recommendation to the Minister for Parks to annul the 1980 Plan. Ashley thought that PWS Manager for Planning Andrew Harvey would be the person involved in this process.
2. The state of the 51 Ha area section of the Lake with the myriophyllum was discussed. SMC is seeking help with writing a brief for a consultant expert to examine the lake and write a report on options going forward. Ashley said he would give it some more thought as to who may be best to help out with compiling a brief, which would then be used to determine what the costs would be, with the idea of seeking some funding to have the work undertaken.

The Committee noted the information provided in the agenda and Dominic (Parks) confirmed it was an accurate summary of the current situation.

1980 Management Plan

The Committee agreed to meet in early November 2025 to review the 1980 Plan to identify gaps and updates required to facilitate successful navigation of environmental and community considerations. Parks personnel will undertake a similar process to review the 1980 Plan to identify what information is required to support contemporary management practices within the existing legislative framework.

Parks and Committee representatives will then meet before Christmas 2025 to discuss the 1980 Plan review outcomes and pull the information gathered together. This information will provide the basis for the development of a Management Statement. The aim is to develop a Management Statement for Lake Dulverton that is simple, covers key management issues specific to the Lake eg zoning and will remain relevant for a long period.

Myriophyllum

Ashley and Dominic (Parks) have spoken with a number of people within State Government Departments and external consultants (Elgin Associates – Luke Findlay) in relation to the Myriophyllum in the Lake. The discussions highlighted that the issues surrounding Myriophyllum are environmentally complex and intertwined with community expectations – aesthetic, recreational and environmental.

It is important that before any decisions are made about the management of Myriophyllum more information is collected about the overall health of the Lake and how it is currently ‘functioning’. The Lake has changed now that areas with supplementary water are no longer periodically drying out. 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.

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

MOVED Mrs Karen Dugeon

SECONDED Mr Athol Bennett

THAT the Committee use up to \$5,000 from the Committee's Commonwealth Bank account to engage a consultant to undertake a Lake baseline health study. The study outcomes will inform next steps and the information collected will be used when seeking additional funding for the development of management options.

CARRIED

4.3 FORMER CATTLE SALE YARDS AT CALLINGTON PARK – GENERAL MAINTENANCE

A working bee was held on 24th May to replace a number of posts in the remaining former cattle sale yards in the overflow Stop Over area of Callington Park. Grant Wilson, Don Fish, Ras Simpson and Maria Weeding replaced a number of posts and repaired any railing that needed attention.

RECOMMENDATION

That the information be noted.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

RESOLVED

THAT the information be noted.

4.4 GEESE AND MALLARD DUCKS AT LAKE DULVERTON

This item was relisted from the last meeting – as time did not permit for discussion. The 19 geese that were inhabiting the Lake have been removed and rehomed, (mainly in the Sorell area). A thank you reply was sent to Jason Graham, (Pacific Black Duck Conservation Group) who co-ordinated the relocation homes for the geese to go to.

There has been some concern raised regarding a few mallard ducks that have been sighted on Lake Dulverton.

It was agreed that it was best to protect the native bird species found in the area, but there was also the thought that these mallard ducks most likely came in from surrounding dams and removing the few that are there will not necessarily fix the problem. Cross breeding with the native duck species (such as the Blue Billed Duck) is a major concern.

It was noted that Total Pest Management is used by Tas water and the Hobart City Council for control of unwanted species in parks and reserves. However, since the last meeting of the Committee, it should be noted that we do not have a budget for any removal of the mallard ducks at this point in time.

The Committee noted the concern about mallard ducks and the important work the Pacific Black Duck Conservation Group continues to undertake. Unfortunately, there is no budget to undertake mallard duck removal works at this time. The Committee remains open and supportive of any efforts made to remove mallard ducks from Lake Dulverton.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

RESOLVED

THAT the information be noted.

4.5 WATER MILFOIL (BROWN FLOATING PLANT IN LAKE DULVERTON)

There has been widespread discussion on this topic for some time.

This issue was brought up as part of the discussion held with the Dept of Natural Resources and Environment (NRE), at a meeting held on Monday 11th August and again at a subsequent meeting with Parks – 6th October 2025. See item 4.2 this agenda for more detail.

In the meantime, one Aquatic consultancy firm had actively contacted Council offering an appraisal of the situation and to provide some recommendations as to how the myriophyllum may be managed into the future. If there has been any response back from the consultancy, then the details will be provided at the meeting .

SUB COMMITTEE RECOMMENDATION TO COUNCIL:

Nil – refer to item 4.2

4.6 BUDGET SUBMISSION FOR 2025/2026 YEAR

The Committee budget submission was forwarded to Council, as per our discussions at the last meeting. The final budget allocated to the committee will be distributed to the Members at the committee meeting.

RECOMMENDATION

That the Committee note the information.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

MOVED Mrs Karen Dugeon

SECONDED Mrs Maria Weeding

THAT the Committee note the budget for the 2025/2026 year.

CARRIED

	Item/Activity	Lake Dulverton & Callington Park Management Committee Final 25/26 Works Schedule and Budget Detail	Funds budgeted from Council - 25/26
	Callington Park	Community notice board - new item \$3000.00.	3000.00
	Lake Dulverton foreshore & corridor	Interpretation signage - renew. \$8000.00. General expenditure - \$1000	0.00
	Lake Dulverton foreshore & corridor	Compliance signage - dog area signage \$2000.	2000.00
	Lake Dulverton	Options for management of the Water Milfoil plant. (Myriophyllum salugineum). Consultant report and other expenses. \$20,000.	0.00
	Midlands Water Scheme	Operating budget - purchase of water for Lake Dulverton	26875.00
	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
			31875.00

4.7 CALLINGTON PARK BBQ HUT & TREE HOUSE IN PLAYGROUND - SHINGLES

It is noted that the BBQ hut and most likely the tree house too, need to be re shingled. There is quite a few holes in the roof of the BBQ hut. Currently there is no news to report as to when or if the shingles will eventuate.

RECOMMENDATION

The committee note the information.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

RESOLVED

THAT the information be noted.

4.8 LETTER FROM KATHERINE JOHANSEN RE LAKE DULVERTON

Following on from the last Committee meeting, Maria and Helen met with K Johansen and went over a lot of the history with the lake and the management of the reserve. We assisted in correcting a number of the points of fact that were in her proposed correspondence.

Katherine was very appreciative of the time and the attention to going over the information with her. It is not known if her proposed letter to the Minister for Parks was eventually sent. Soon after the meeting with her a State Govt election was called.

RECOMMENDATION

That the information be noted.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

RESOLVED

THAT the information be noted.

5.0 TREASURER'S REPORT

A statement detailing the final Receipts and Expenditure for the 2024/2025 financial year will be tabled at the meeting.

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

RECOMMENDATION

The statement detailing the Receipts and Expenditure for the 2024/2025 financial year be received and noted.

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 Mr Athol Bennett

SECONDED Mrs Karen Dudgeon

THAT the statement detailing the Receipts and Expenditure for the 2024/2025 financial year be received and noted.

CARRIED

MOVED Mrs Maria Weeding

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

2024/25 STATEMENT OF RECEIPTS AND PAYMENTS
For the period 1st July 2024 to 30th June 2025

	RECEIPTS \$		PAYMENTS \$	COMMENTS
Opening Balance 01.07.24 Commonwealth Bank Account	46,689.57			
Capital				
Callington Park - Toilet	203,000.00		176,040.57	Additional \$45K budget - election commitment \$25,275.57 expenses c/f
Callington Park - Table Setting	0.00		7,297.00	Committee Funded
<i>Oatlands Off-lead Dog Park (\$35,000)</i>	0.00		0.00	
Operating				
Callington Park - Repairs to well	2,000.00		0.00	
Lake Dulverton foreshore	0.00		0.00	
Solar Lights	1,800.00		0.00	
Lake Dulverton - Committee Budget	2,000.00		176.68	Postage & signs
Tas Irrigation - Water Operational Costs	26,273.00	Operational Charge	6,880.00	
		Asset Renewal Levy	2,580.00	
		Water Usage	14,750.15	
Interest	228.97	Bank Charges	0.00	
Donations	11,849.70			
		Total Expense to date	<u>\$ 207,724.40</u>	
		Funds on hand	86,116.84	
	<u>\$ 293,841.24</u>		<u>\$ 293,841.24</u>	
Funds on hand are represented by:				
Comm. Bank Account No.06 7004 28003859 - 30.06.25			51,471.24	
Special Projects - Unexpended Budget			34,645.60	
			<u>\$ 86,116.84</u>	

Callington Park Toilet

\$

13/12/2022	Duo Design	Planning Drawings Stage 2	1,520.00
13/12/2022	Duo Design	Administration Project Co-ordination	200.00
13/12/2022	Duo Design	Concept Layout Stage 1	1,500.00
7/03/2023	Survey Plus	Survey for Hydrology	1,850.00

EXPENSES CARRIED FORWARD 2022/23 5,070.00

15/08/2023	Utility Detection	Services location	1,250.00
18/09/2023	Ceeds Property	Hydraulic Design	5,200.00
17/10/2023	SMC	Planning Application	818.18
5/01/2024	SMC	Partial Refund - Planning Application	-668.18
23/02/2024	TasWater	Developer Charges Water & Sewerage	1,757.00
15/03/2024	TasWater	Certificate Certifiable Works & Compliance	384.09
14/04/2024	TasWater	100mm Sewerage Connection	4,760.00
16/05/2024	Duo Design	Working Drawings Callington Park Disabled Toilet	2,010.00
27/05/2024	Saltmarsh and E	Structural Design & Certification Callington Park Toilet	1,500.00
19/06/2024	Leon McGuinness	Building Surveying, Inspections, Certificates etc per quote	2,400.00
19/06/2024	SMC	Building Administration Fee (CBOS)	110.00
19/06/2024	SMC	Industry Training Levy (BC&ITL)	220.00
19/06/2024	SMC	Notifiable Work Cat 3 Lodgement Fee BP240047	280.00
30/06/2024	SMC	3 Wages plus Oncosts	184.48

EXPENSES CARRIED FORWARD 2023/24 20,205.57

SMC	Wages and Oncosts	43,043.28
SMC	Gravel	96.00
SMC	Plant	6,633.06
SMC	Plumbing Permit, Inspections, Certificate of Completion	1,280.00
Access Hardware	Change Table & Signs, Threshold strip	856.13
Anthony Collis	Fix Water Lines & Connect to Main Line	150.00
Austral Bricks	Overland Rugged Bricks x 3072	7,412.32
Australian Steel Co.	Trench Mesh Clips	186.89
Barwicks Landscaping	Fat Sand, Loam	1,030.90
Brierley	8mm Rope	51.60
Bunnings	Various	2,358.20
Ceeds Property	Design & Inspections	922.10
Daniels Metal Fabr	Roofing Iron Fascia & Gutter, Flashings	1,466.95
DeNeefe Signs	Do Not Flush signs x3	45.00
Decorative Screens	Perforated Aluminium Screen Forrest x 2	2,618.00
Drewent Park Plumbing	Basin, Toilet, Rails etc	8,060.73
East Coast Concrete	32mpa Concrete x 14m3	4,410.00
Johnson Tiles	Tiles and adhesive	1,073.25
Langdale Electrical	Rough In & Fit Off	2,667.65
Noble Concrete	Concrete Pumping 29.10.24	970.00
Nubco	Reinforcing etc	1,611.93
Nutrien	Cement, pipe fittings	241.05
Protech	Sewer Connection Works	37,852.48
Steelline Roofing	Wrap	231.13
Steven C Turner	Bricklaying	4,067.15
Tas Fire Doors	Doors	3,281.39
Thompson Plumbing & Gas	Install Drainwave Flushing Device	5,600.00
Tuff Stuff Washrooms	Jumbo Toilet Roll Holder	422.36
Uptons	Gal Mesh & Star Pickets	155.45
Whelan's Welding	Supply & Fit Roof Steel, Stainless Steel Cover & Mirror	11,170.00
Youngs Decorating	Paint Metal Frames & Door Frames	800.00

EXPENSES 2024/25 150,765.00

TOTAL PROJECT EXPENDITURE 176,040.57

SOUTHERN MIDLANDS COUNCIL
LAKE DULVERTON MANAGEMENT COMMITTEE

2025/26 STATEMENT OF RECEIPTS AND PAYMENTS

For the period 1st July 2025 to 9th September 2025

	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		0.00	
Tas Irrigation - Water Operational Costs	26,875.00	Operational Charge	0.00	
		Asset Renewal Levy	0.00	
		Water Usage	0.00	
Interest	0.00	Bank Charges	0.00	
Donations	0.00			
		Total Expense to date	<u>\$0.00</u>	
		Funds on hand	83,346.24	
	<u>\$ 83,346.24</u>		<u>\$ 83,346.24</u>	

Funds on hand are represented by:

Comm. Bank Account No.06 7004 28003859 - 30.06.25

Special Projects - Unexpended Budget

51,471.24

31,875.00

\$ 83,346.24

6.0 OTHER MATTERS

6.1 H5 AVIAN INFLUENZA – PREPARING FOR IN TASMANIA

Maria attended a meeting on 26th Sept at Campbell Town on this subject. The meeting was convened by the Local Government Association, with a number of key persons from the Natural Resources & Environment Department attending the meeting.

The key message is that the H5 Avian Bird Flu will get to Australia in time, may even be this spring season with bird migration bringing in the virus. Tracking of the virus suggests that it is likely to come in from the southern direction – such as Macquarie Island in to Tasmania first, rather than from the north (migrating birds flying in to the Mainland).

There is no cure at this point in time.

There is a range of information available on the web sites that has been recently developed. This includes how H5 will be managed, although some of the information is still under discussion and review. However, it has become clear that in many cases (remote locations) the birds and mammals that succumb to the virus will be left to decompose under natural circumstances. The final response to an outbreak will be determined largely by the location that is affected and the proximity to human habitation. Dept of Health and Human Services and Biosecurity Tasmania will take an initial lead role

RECOMMENDATION

That the information be noted.

SUB COMMITTEE RECOMMENDATIONS TO COUNCIL:

RESOLVED

THAT the information be noted.

6.2 DULVERTON WALKING TRACK

Concerns have been expressed about the overgrown state of the final Parattah section of the Dulverton Walking Track. The gravel in this section of the Track is unfortunately not as thick as in other sections making it more susceptible to weed growth. It was very difficult to lay the gravel because trucks and other machinery simply couldn't 'fit or manoeuvre' in this area. The other issue is that the surrounding area has vigorous pasture grasses like Cocksfoot growing. These issues mean that this section requires more control work compared to other sections. It was agreed that the Committee suggest that additional spraying be undertaken by Council.

The meeting closed at 2.47pm.

7.0 NEXT MEETING

The next meeting is scheduled for 1pm at the Council Chambers on Monday 10 November 2025.

* * * * *

Woodsdale Cemetery Management Committee
Minutes of the Meeting held on Tuesday 14th October 2025 at the
Woodsdale Community Hall commencing at 2.00 p.m.

MINUTES

1. PRESENT

Deputy Mayor Karen Dudgeon (Chair), Ron Scott, Gerald Crawford, Adrian Dare, Lynette Browning, Kate Bourne and Yvonne Crawford.

2. APOLOGIES

Julie Bellette, Dan Free and Jamie Free.

3. CONFIRMATION OF MINUTES

Attachment(s):

Committee Meeting Meetings – 9th April 2025

RECOMMENDATION

THAT the Minutes of the Meeting held 9th April 2025 be confirmed.

DECISION

RESOLVED THAT the Minutes of the Meeting held 9th April 2025 be confirmed.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Burials – Current Restrictions etc.

Refer to decision recorded in the Minutes of the previous meeting. The decision, mainly in the form of a recommendation to Council, was subsequently endorsed by Council.

Adopted fee structure:

- a) *Reserved Cemetery Plot – to be identical to the Campania Cemetery (i.e. currently \$2,100- incl. GST) unless the following applies:*
 - *If the person resides in either the Levensdale, Runnymede, Whitefoord or Woodsdale districts (the property address and district nominated on the application to be verified based on Council's Property & Rates system), then a donation is to be made at the time that the Plot is reserved (with a minimum donation of \$250 being required); or*

- *If the person does not live within the above districts, and provides evidence that there is an existing family member in the Cemetery, then a donation is to be made at the time that the Plot is reserved (with a minimum donation of \$250 being required).*
- b) *Wall of Remembrance - to be identical to the Campania Cemetery (i.e. currently \$260 - incl. GST) unless the following applies:*
- *If the person resides in either the Levensdale, Runnymede, Whitefoord or Woodsdale districts (the property address and district nominated on the application to be verified based on Council's Property & Rates system), then a donation is to be made at the time that the Niche is reserved (with a minimum donation of \$150 being required);*
 - *If the person does not live within the above districts, and provides evidence that there is an existing family member in the Cemetery, then a donation is to be made at the time that the Niche is reserved (with a minimum donation of \$150).*

Note:

- i) *If there is any doubt regarding a person's eligibility for the reduced fee, then the application is to be referred to the Management Committee for decision (or a delegation of at least three members of the Committee in a situation where there is a limited timeframe to make a determination regarding the fee that is to be applied).*
- ii) *If a person's application for a Reserved Cemetery Plot or reservation in the Wall of Remembrance is approved and the full fee applies, this does not enable any subsequent persons to claim the reduction in fee based on them having an existing family member interred in the Cemetery.*
- iii) *If a person is experiencing financial hardship, then an application for a reduction in the fee can be submitted to Council for consideration in accordance with its 'Financial Hardship Assistance Policy'.*

DECISION

RESOLVED THAT the information be received.

4.2 Woodsdale Cemetery Management Committee – Terms of Reference

Terms of Reference approved by Council.

DECISION

RESOLVED THAT the information be received.

4.3 Noticeboard

Extract from Minutes:

“It was suggested and agreed that a Notice Board be installed in the Cemetery where a Map of the site can be placed to indicate plots and the name of persons interred. It would be a low structure that people can view from top and bottom as some of the names on the Map are printed upside down.

Update:

Refer attached concept plan which can be adapted to size. Confirmation is sought of the proposed concept.

Outcome of Discussion:

- *Adrian Dare to confirm the size of the Cemetery Plan to be displayed in the Cabinet which will determine the final dimensions of the cabinet (thought to be approx. 1.2 metres x 1 metre).*
- *The height to be reduced so that the cabinet is only 750 mm above ground level.*
- *The design be amended so that the cabinet is supported by a single steel post (as opposed to two posts) and, depending on size, supported as required.”*

Adrian Dare confirmed that the map size is 850mm high x 1200mm wide.

Update:

A cabinet, including stand, has been constructed. The cabinet will be sealed to prevent moisture and condensation.

Confirmed that the Cemetery Plan has been laminated (to overcome condensation issues) and originals of the Plan will be retained for future amendments and lamination. It is envisaged that the Plan(s) would be updated every 2 to 3 years and replaced in the cabinet.

At the conclusion of the meeting, members of the Committee visited the Cemetery to confirm the location for installation.

No decision required.

5. FINANCE REPORT

5.1 2024/25 FINANCIAL YEAR

Opening Balance	Amount	Totals
As at 1/7/2024		\$0
Council Allocated Budget		\$0
Cemetery Income		
Memorial Wall (E Plummer)	\$250.00	
Plot (Estate Sharon Gregor)	<u>\$250.00</u>	
Total Income		\$500.00
Sub Total		\$500.00
Expenses – Sub Total		\$0
Abetz Curtis – Legal Fees (Property Transfer etc.)	(\$2,344.97)	
Advertising Costs	(\$918.95)	
Council Labour & On-costs	(\$402.51)	
Gravel Supplies	(\$112.00)	
DPAC – Application Fee (Cemetery Manager)	<u>(\$213.60)</u>	
Cemetery Expenses		(\$3,992.03)
Closing Balance		(\$3,492.03)

5.2 2025/26 FINANCIAL YEAR

Opening Balance	Amount	Totals
As at 1/7/2025		(\$3,492.03)
Council Allocated Budget		\$5,960.00
Cemetery Income		
Funds ex: closure of Bank Account	\$8,121.31	
23/9/2025 K Rowlands	<u>\$181.81</u>	
Total Income		\$8,303.12
Sub Total		\$10,771.09
Expenses – Sub Total		
Nil		
Total Cemetery Expenses		(\$0.00)
Closing Balance		\$10,771.09

DECISION

RESOLVED THAT the information be received.

6. BUSINESS

6.1 Wall of Remembrance

Adrian Dare has provided the attached 'indicative' quotation for the supply and installation of a new prefabricated Wall of Remembrance.

As per attached - \$10,166.00 (excluding GST). This may vary slightly due to the delayed timeframe for acceptance.

Committee to consider, noting the general exclusions which will need to be estimated and factored into the overall cost of the project.

Update:

Note: The quoted design is based on an identical Wall located at the Collinsvale Cemetery. It is designed for 110 Niches. A Niche is generally the size of a standard brick.

At the conclusion of the meeting, members of the Committee visited the Cemetery to discuss the options to provide a new Wall of Remembrance.

It was noted that there are only minimal Niches remaining and there is some urgency to provide a new Wall.

Following discussion of possible options (including size; materials; and type of finish), the Manager Infrastructure & Works (David Richardson) is to assess options and prepared indicative costings.

Members were of the view that this information could be circulated by email, with a recommended preferred option for approval. This could be considered and approval given without the need for a formal meeting.

No decision required at this meeting.

6.2 Committee Members to raise any other issues for discussion

- Management Committee - New Members - it was confirmed that new members can be nominated at any time for appointment by Council.
- Working Bee – planned for the second weekend in December at this stage.

7. CLOSURE / NEXT MEETING

Next meeting scheduled for April 2026 – date to be confirmed. Afternoon meetings preferable.

Meeting closed at 2.45 p.m.



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

Attendance **TIME** **DATE** **LOCATION**
6.00 PM 14TH OCTOBER, 2025 CAMPANIA HALL REEVE STREET, CAMPANIA

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

Welcome - Chairman

Agenda Items

ITEM	Previous Minutes	Attached File	
DISCUSSION	No previous general meeting minutes		
DECISION	Moved by: Seconded by:		
ACTION ITEMS		RESPOONSIBILITY	TIME LINE

ITEM	Draft Lease	Attached File	
DISCUSSION	Attached is the draft lease for discussion. Wendy provided feedback from the Campania Community Group (CCG).		
DECISION	Moved by: Robin Howlett Seconded by: Donna Blackwell		



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
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ACTION ITEMS	RESPONSIBILITY	TIME LINE
Prepare a response to CCG	Wendy	

ITEM	Correspondence received from Campania Community Group	Attached File	
DISCUSSION	List of uses for the hall		
DECISION	Noted		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	

ITEM	Painting Update	Attached File	
DISCUSSION	At the AGM it was noted that the Management Committee had not received an invoice from Council re contribution to painting of the Campania Hall. An invoice for \$15,000 was sent and has been paid by the Committee.		
DECISION	Noted		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	

ITEM	Frequency of Meetings	Attached File	
DISCUSSION	Frequency of meetings		
DECISION	It was felt that meetings were only necessary when a decision was required to be made. Other correspondence can be emailed to members.		



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

ACTION ITEMS	RESPONSIBILITY	TIME LINE

ITEM	Community Noticeboard	Attached File	
DISCUSSION	Campania Community Group would like to have the noticeboard erected at the Campania Hall.		
DECISION	Members of the Hall Committee took a walk over and a preferred location was determined.		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	
Location of noticeboard – liaise with CCG	Wendy		

ITEM	Markets	Attached File	
DISCUSSION	Trish advised that after speaking with market stallholders, it was agreed to leave the market on the second Sunday of the month.		
	It was also noted that having a coffee van present during the market reduced the takings in the kitchen for the Hall Committee. As per Council Mobile Food Vendor Policy, if a coffee van comes into the future it will need to be located in Flour Mill Park – which is north of the toilet block.		
DECISION			
ACTION ITEMS	RESPONSIBILITY	TIME LINE	

ITEM		Attached File	
DISCUSSION			
DECISION			
ACTION ITEMS	RESPONSIBILITY	TIME LINE	



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

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ITEM		Attached File	
DISCUSSION			
DECISION			
ACTION ITEMS		RESPONSIBILITY	TIME LINE

NEXT MEETING: Next General Meeting to be held on TBC

Close: 7.20 pm

Distribution of Agenda:

Members



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

Attendance **TIME** **DATE** **LOCATION**
6.30 PM 16TH SEPTEMBER, CAMPANIA HALL REEVE
2025 STREET, CAMPANIA

MANAGEMENT COMMITTEE	Robin Howlett Rhonda Grice Gus Cavarretta Luisa Cavarretta Clr Donna Blackwell Simon Young	
COMMITTEE OFFICERS	Wendy Young	
OTHER ATTENDEES	Alex Green Fonzie Woods Trish Watkinson Lee Sweet Kate Ritchie Debra McOrist-Mitchell Jarrod Beven Roslyn Lambert	
APOLOGIES	Clr Fraser Miller & Kobi Rybak	

Welcome - Chairman

Agenda Items

ITEM	Previous Minutes	Attached File	
DISCUSSION	That the previous minutes of the AGM held on 5 th November, 2024 be confirmed as true and accurate record of the meeting		
DECISION	Moved by: Rhonda Grice Seconded by: Luisa Cavarretta		
ACTION ITEMS		RESPOONSIBILITY	TIME LINE

ITEM	Chairperson's Report	Attached File	
DISCUSSION	Chairperson's to provide report		



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

DECISION	That the Chairman's Report be received		
	Moved by: Luisa Cavarretta Seconded by: Simon Young		
ACTION ITEMS		RESPONSIBILITY	TIME LINE

ITEM	Treasurer's Report	Attached File	
DISCUSSION	Financial Statement tabled		
DECISION	That the Financial Statement be received		
	Moved by: Rhonda Grice Seconded by: Luisa Cavaretta		
ACTION ITEMS		RESPONSIBILITY	TIME LINE

ITEM	Election of Office Bearers	Attached File	
DISCUSSION	Cllr Donna Blackwell declared all positions vacant.		
	Chairperson: Rhonda Grice asked Robin Howlett if he wished to be nominated. Robin Howlett declined and proposed Alex Green. Alex Green accepted the nomination		
	Moved by: Robin Howlett Seconded by: Jarrod Bevan		
	Vice-Chairperson: Nominations for this position called – Rhonda Grice was nominated by Robin Howlett. Rhonda Grice accepted the nomination		
	Moved by: Simon Young Seconded by: Luisa Cavaretta		
DISCUSSION	Secretary Nominations for this position called – Luisa Cavaretta nominated Trish Watkinson – Trish Watkinson accepted the nomination		



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

	Moved by: Luisa Cavaretta Seconded by: Rhonda Grice Treasurer: Nominations for this position called – Rhonda Grice nominated Simon Young – Simon Young accepted the nomination Moved By: Rhonda Grice Seconded by: Robin Howlett (4) other members Nomination for these positions called – Luisa Cavaretta, Gus Cavaretta, Robin Howlett & Roslyn Lambert Moved By: Rhonda Grice Seconded by: Alex Green		
DECISION	That the above members are duly appointed Moved by: Rhonda Grice Seconded by: Alex Green		
ACTION ITEMS		RESPONSIBILITY	TIME LINE
Alex Green assumed the chair – He thanked all outgoing members particularly Robin Howlett for 24 years of service to the Management Committee			

ITEM	Memorial Hall	Attached File	
DISCUSSION	A request by the Campania Community Group to use the War Memorial Hall for the purpose of providing a history room. • Frequency • Lease • Room hire • Keys/locks • Painting of the rooms • Carpet • Ground Maintenance • First Aid • Front Fence		



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

DECISION	Delegate the lease arrangements to the Council. A copy of the final lease to go back to the Management Committee		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	
Lease	Wendy		

ITEM	Public Liability – Community Liability Coverage	Attached File	
DISCUSSION	Council has Community Liability Coverage it is available to hirers of the hall, if they have no public liability coverage. For anyone wishing to take this coverage out they need to contact Council. A form will be to be completed as an offer and acceptance of the policy is required		
DECISION			
ACTION ITEMS	RESPONSIBILITY	TIME LINE	

ITEM	Markets	Attached File	
DISCUSSION	Luisa Cavaretta advised that she would be stepping down as the Co-ordinator and that Trish Watkinson would be taking over the role. It was also noted that the market is currently held on the 2 nd Sunday of the month and in the new year this would change to either the 3 rd or 4 th Sunday of the month.		
DECISION	Luisa Cavaretta will communicate with stallholders to find out which Sunday suited them best.		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	
To advise which Sunday suits stallholders better	Luisa Cavaretta		

ITEM	Accessible Toilets	Attached File	
DISCUSSION	The toilets are not suitable for disability access.		
DECISION	Submit a budget bid for next Council budget		
ACTION ITEMS	RESPONSIBILITY	TIME LINE	



MINUTES

CAMPANIA HALLS MANAGEMENT COMMITTEE - CAMPANIA

Supported by
Community & Corporate Development

Submit an application for Council budget	Wendy	

ITEM		Attached File	
DISCUSSION			
DECISION			
ACTION ITEMS		RESPONSIBILITY	TIME LINE

NEXT MEETING: Next Annual General Meeting to be held on

Close: 7:20 pm

Distribution of Agenda:

Members



Council Policy CARAVAN POLICY

Approved by:
Approved date:
Review date:

Council
Insert date
Insert date

1. PURPOSE

Council will manage the temporary occupancy of caravans to ensure a safe and healthy environment and the protection of residential amenity.

2. OBJECTIVE

To outline requirements for those who wish to temporarily occupy a caravan on private land in the Southern Midlands Municipal Area.

3. SCOPE

A Caravan Licence is required for the placement and occupation of a caravan on private land for the purpose of living on-site when building an approved dwelling in the Southern Midlands Municipal Area.

4. DEFINITIONS

“Caravan” means:

- (a) Any object or structure having the general characteristics of a caravan, a house or dwelling on wheels, a covered van or trailer and any vehicle used or adapted for human habitation or occupation, excluding a motor vehicle/motor-home; and
- (b) Includes any structure, awning or veranda, lean-to, car-port or other enclosed or partly enclosed area used or capable of being used in connection with, or attached to, or appurtenant to any caravan but does not include a building or temporary structure for which a permit is required under any other law; and
- (c) May or may not have the wheels or axles attached or removed; and
- (d) May be resting directly on the ground or is placed on blocks or other supports; and
- (e) May or may not be registered under any other law.

“Casual or Recreational Accommodation” means to occasionally occupy for the purposes of enjoyment or care of the land upon which the caravan is situated but does not include temporary accommodation for a period not exceeding 30 days per calendar year.

“Emergency Accommodation” means accommodation for a period not exceeding one (1) year that is required by a person at their principal place of residence by reason of an emergency including circumstances rendering a permanent dwelling unfit for occupation as a result of fire, flood or storm.

“Municipal area” means the Southern Midlands Council municipal area as defined by section 16 of the *Local Government Act 1993*;

“Occupy” includes, without limitation, to reside or live in or use for entertainment, sleeping, resting, cooking, eating, and commercial or retail activities or for any similar use whether of a temporary or permanent nature;

“Temporary Accommodation” means to occupy on a full-time basis for a temporary period while a permanent dwelling is constructed on the land.

“Temporary Structure” has the same meaning as in the *Building Act 2016* and includes a tepee or similar structure, but does not include any temporary structure:

- (a) situated in a caravan park;



Council Policy **CARAVAN POLICY**

Approved by:
Approved date:
Review date:

Council
Insert date
Insert date

- (b) used by a travelling show person in the ordinary course of their business;
- (c) the subject of a permit or licence has been granted or issued under any other Bylaw of the Council;
- (d) that requires approval to occupy under any Act or Regulation; and
- (e) that is exempt from approval to occupy under any Act or Regulation.

5. POLICY

5.1 Restrictions

- (i) A licence is required to place a caravan on private land and occupy it as a residence on a temporary basis during construction of an approved dwelling, alteration or demolition work. (limited to a single caravan per property)
- (ii) A caravan licence will be issued for a period of 6 months (maximum period 2 years in accordance with the *Building Act 2016*) and reviewed at each re-application stage to determine if sufficient progress is being made on the building of the permanent dwelling before approval and reissue of a new licence will be given for a further period of time.
- (iii) Planning, Building, Plumbing and Special Plumbing Permits (if applicable) must be approved and issued for a permanent dwelling on the property before a caravan licence is granted.
- (iv) An owner or occupier of land must not allow any person to occupy a caravan situated on that land in exchange for payment or any in-kind work or financial benefit paid to them or an external party.
- (v) Relocatable, non-registrable buildings and shipping containers are not covered by this policy and will be subject to the relevant planning, building, and plumbing controls.
- (vi) A Licence will not be granted for permanent accommodation.

6. CARAVAN LICENCE APPLICATION

6.1 Requirements

- (i) To apply for a caravan licence, the applicant must complete and submit the Licence Application Form and provide the following information:
 - (a) Details of the proposed method of disposal of the wastewater (i.e. effluent and sullage water) from the caravan. The disposal method must be approved by Councils Environmental Health Officer to ensure it will not cause a health hazard or environmental nuisance.
 - (b) Copy of the current Certificate of Title (issued within last 90 days);
 - (c) A detailed site plan showing the proposed location of the caravan, existing buildings/structures, access arrangements, landscaping/screening and relationship to

neighbouring dwellings. The site plan is preferred to be A4 or A3 in size and to a scale of 1: 100;

- (d) A copy of the Certificate of Likely Compliance (CLC) (Form 11a) approved by a Building Surveyor for a new dwelling.
- (e) Registration details from Tasmanian Motor Registry.
- (f) Payment of the prescribed fees.
- (g) If the applicant is not the property owner, written consent must be obtained by the property owner.

6.2 Conditions

- (a) Adequate water supplies must be available to the satisfaction of Council's Environmental Health Officer.
- (b) Permits for planning, building and plumbing for a permanent dwelling to be built on the property must be approved and issued before a caravan licence can be issued.
- (c) No nuisance may be created or caused by the occupation, or placement of the caravan.
- (d) The caravan shall be located no closer than 2 metres from rear and side boundaries.
- (e) The caravan shall be placed to the rear of the block if possible and shall not be located in front of any constructed dwelling if possible, or within 6 metres of the front boundary. The caravan must be partially screened when viewed from the street. If this is not the case, you can use fencing, landscaping or garden walls providing that it is 1.5m high.
- (f) Sufficient space is to be provided for the off-street parking of any vehicle(s) associated with the occupants of the caravan.
- (g) Appropriate provision is made for the safety of the occupants of the caravan, but not limited to installation of fire extinguishers and smoke alarms.
- (h) No external additions to the caravan are to be undertaken. (an integral awning is exempt)

Council may revoke the caravan licence if any of the above conditions are not adhered to.

7 EXEMPTIONS

A Caravan Licence is not required for the following:

- (a) Placed on Council land authorised as a caravan park/stopover area.
- (b) Situated on private land approved by the Council as a caravan park;
- (c) Used by a travelling show person in the ordinary conduct of their business; i.e. at shows, regattas, public events, etc. and the storage of such on private land shall be in a tidy and orderly fashion as not to create a nuisance and to be kept at the rear of the property if possible.



Council Policy **CARAVAN POLICY**

Approved by:
Approved date:
Review date:

Council
Insert date
Insert date

- (d) Used by Council's outdoor workforce or contractors involved in construction work for the Council;
- (e) Situated at a person's principal residence or property solely for the purpose of vehicle storage.
- (f) For casual or recreational accommodation
- (g) A person must not use a caravan or temporary structure as permanent accommodation unless for the purpose of providing emergency accommodation.

8 LEGISLATION

N/A

9 RELATED DOCUMENTS

Caravan Licence Application

Caravan Licence FAQ

10 DOCUMENT ADMINISTRATION

This Instruction is a managed document and is to be reviewed every <INSERT> or as directed by the General Manager.

This document is Version X.X effective XX-XX-XXXX. The document is maintained by <INSERT DEPARTMENT>, for the Southern Midlands Council.



**2025 TRANSPORT ASSET MANAGEMENT PLAN
PREPARED FOR SOUTHERN MIDLANDS COUNCIL**

STRICTLY PRIVATE & CONFIDENTIAL



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DOCUMENT CONTROL

CT Management Group P/L PO Box 1374 GEELONG VIC 3220 Mobile : 0421 585 833 Email : admin@ctman.com.au Web : www.ctman.com.au	Document: Transport AMP Draft 1.0.docx
	Project Manager: Alfonso Della Monica
	Author: Adam Lehmann
	Date: September 2025
	Synopsis: <i>Lifecycle Asset Management Plan for Council's transport asset portfolio</i>

CONSULTANTS DISTRIBUTION SCHEDULE

Version No.	Date	Distribution	Reference
1.0	08/09/2025	Southern Midlands Council	Draft
1.1	17/09/2025	Southern Midlands Council	Revised Draft

SCHEDULE OF ADOPTION

Version No.	Date	Comment	Reference

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1 Executive Summary

We are responsible for managing 792 km of local roads comprising both sealed roads and unsealed roads, 157 bridges and other related structures, and 22.5 km footpaths.

This network of assets has been developed over time and contributes to the community to facilitate a safe, convenient, and defined means for transporting people and goods around and through our municipal area.

The management of our road network requires prudent coordination of our technical and operational resources.

This Asset Management Plan outlines how we will plan, develop, and maintain our roads and associated assets to meet our service needs in an affordable way.

1.1 Purpose of the Plan

The specific objectives of the plan are to:

- Communicate the current levels of service and performance of road assets and review the budgets/practices deployed to operate and maintain them.
- Provide a basis for community consultation to confirm proposed service levels.
- Support short, medium, and long-term financial planning by adopting whole of life cycle costs.
- Recommend how our roads, bridges, and footpaths should be managed to meet everchanging community need and to achieve our strategic goals.
- Avoid future disruption to service by managing risk.

This Plan covers a period of 10 years and will be reviewed regularly to ensure its continued relevance.

1.2 State of Our Assets

Transport Asset Summary

Our roads and footpaths aid movement across Southern Midlands and connect people to places in a safe and easily accessible way.



\$178.7
million

242 km

Sealed roads

550 km

Unsealed roads

157

Bridges and major
culverts

22.5 km

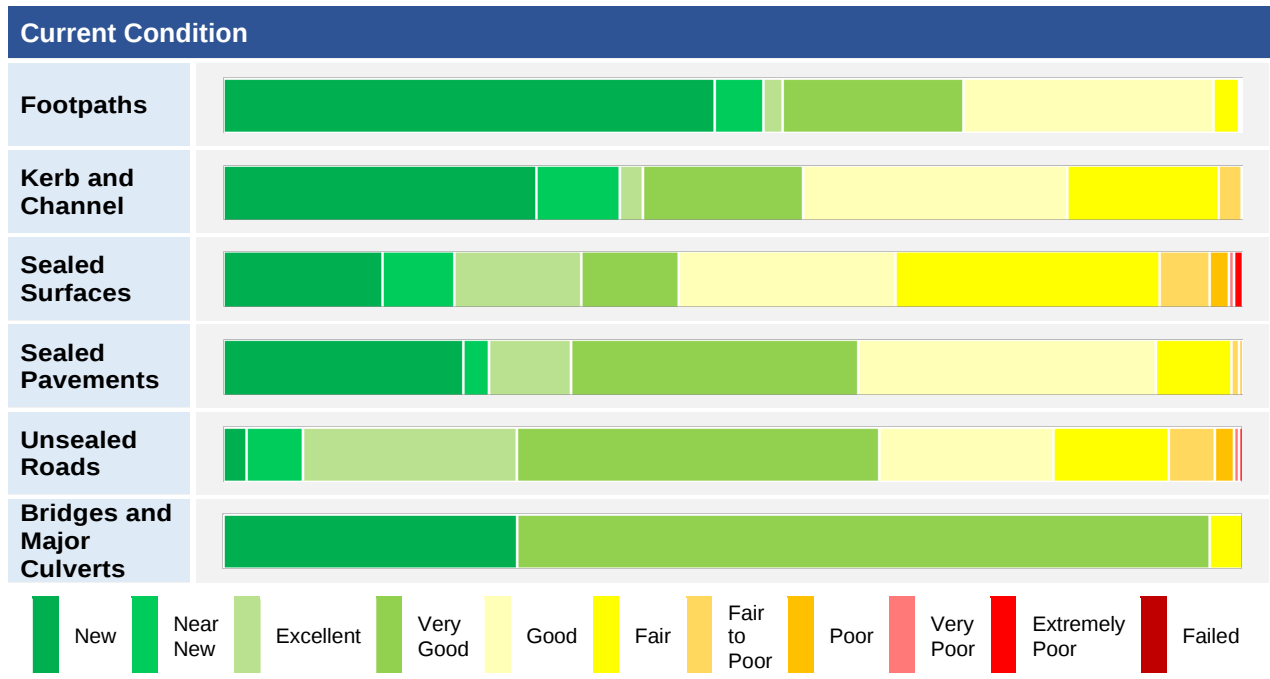
Footpaths

27.7 km

Kerb and channel

Portfolio Value

This Portfolio Includes

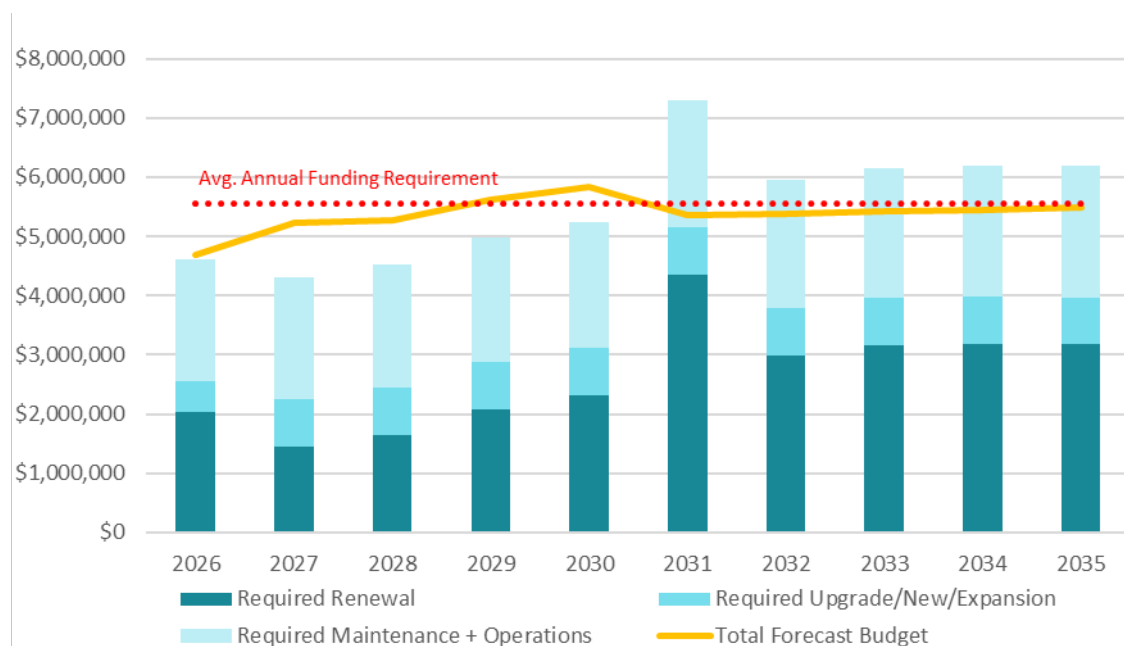


Most of our transport infrastructure, being our local roads, bridges, footpaths, etc. are generally in 'Good' condition or better.

We have a strong emphasis on monitoring the performance of these assets through regular inspections. This is to inform our planning and make sure that we are investing enough to maintain our transport assets.

1.3 Asset Funding Levels

The figure below shows a comparison between what we currently plan to spend on our roads, bridges, and footpaths based on our financial planning and what analysis indicates we need to spend over the next 10 years.



10 Year Financial Projections

The projected costs over the next 10 years are **\$55.5 million**. This includes maintenance, renewal, and upgrade of existing transport assets and provision of improved assets to meet future demand.

The forecast budget over the same period is **\$53.7 million** meaning that we are projected to underfund our transport infrastructure over the long term by approximately **\$1.8 million**.

Our current investment plan for open space assets over the next 10 years comprises the following:



Despite a small shortfall in total funding, it is considered that future maintenance and capital allocations are appropriate to maintain a balanced level of service over the next 10 years. This will make sure that we continue to use the best road treatments at the right time while retaining affordability for our community.

The annual allocations for future spending is set out in our 10 Year Transport Expenditure Plan which will be used to inform our long term financial planning.

1.4 Monitoring and Improvement Program

The next steps resulting from this Asset Management Plan to improve our road asset management practices are to:

- Develop and adopt road and footpath hierarchies once further direction from the Tasmanian State Grants Commission is received.
- Develop a roles and responsibilities framework to clearly articulate stakeholder's involvement in, and responsibility for, decision making over the asset lifecycle (assess, install, monitor, review) for our transport assets.
- Formally document our current levels of service delivered for our transport assets. This should be used to inform future budget and asset requirements.
- Develop a project-based ten (10) year capital works plan for renewals, upgrades and new works.
- Develop integrated community survey/consultation mechanisms to specifically target the assessment of Council's performance in transport asset and related service delivery.
- Give consideration to what transport related service strategies we may need to guide future planning (e.g. Freight Strategy, Footpath and Pedestrian Access Strategy, etc.).

2 About Us and Our Assets

The Southern Midlands Council, the southern boundary of which is located just 23 kilometres north of the Hobart CBD, is a vibrant region characterized by its rich agricultural land and is home to approximately 7,112 people¹. The municipality covers an area of 2,561 square kilometres and is among the 10 most sparsely populated LGA's in Tasmania with only 2.7 residents per square kilometre.

The area has a predominantly rural based economy and is renowned for its picturesque landscapes, rich historical background, and charming small towns. The friendly atmosphere and sense of community make the Southern Midlands a unique and enticing destination to live and visit.

Our transport infrastructure plays a pivotal role in servicing the connectivity of the Southern Midlands municipality.

Our transport assets comprise the following elements:

- Sealed roads.
- Unsealed roads.
- Bridges and major culverts.
- Footpaths.
- Kerb and channel.

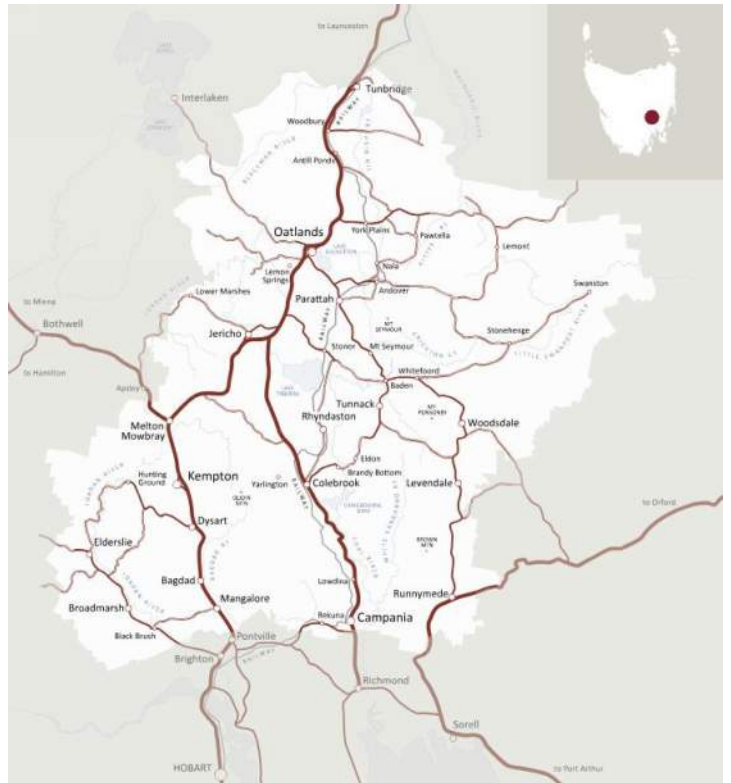
These assets not only represent a significant community investment but are also a substantial financial asset for us with an estimated replacement value of **\$178.7 million**. They range in age, quality, and function and require the prudent coordination of our technical and operational resources.

2.1 Key Assets Covered

This Asset Management Plan covers all local roads and associated assets that are directly owned and managed by us.

We are not responsible for roads, kerb and channel and other transport assets located on designated declared main roads. These are owned and maintained by the Department of State Growth.

Private roads are also excluded from this Asset Management Plan.



¹ ABS Estimated Resident Population May 2025 (https://areasearch.com.au/tas/southern_midlands)

2.1.1 Asset Valuation

The value of the assets covered by this Asset Management Plan as recorded in our asset register is shown below².

Asset Type	Quantity	Unit	Replacement Cost (\$)	Written Down Value (\$)	Useful Life (Years)
Sealed Surfaces	242,320	metres	12,508,329	6,724,543	18 - 25
Sealed Pavements	242,180	metres	34,157,506	21,141,321	80 - 100
Sealed Formation	242,180	metres	24,748,780	13,097,537	250
Unsealed Roads	550,403	metres	25,662,708	13,725,057	20
Unsealed Formation	550,403	metres	33,256,824	16,784,380	250
Kerb and Channel	27,748	metres	2,719,304	1,861,045	70
Footpaths	22,595	metres	3,225,846	2,406,514	18 - 60
Bridges and Major Culverts	157	No.	42,377,083	26,270,827	20 - 130
Total			178,656,380	102,011,225	

Table 2-1 - Asset Valuations: Transport Assets

2.2 Asset Planning

To make it easier to plan, manage, monitor, and report, we have established hierarchies, groupings, and componentisation for our roads and other transport assets.

2.2.1 Functional Hierarchy

We have yet to formalise a hierarchy or classification system for our road and footpaths. We are awaiting further direction from the Tasmanian State Grants Commission and its agencies before we do this so that we strategically align with their functionality and reporting requirements.

Our operational approach in the absence of formalised hierarchies for our roads and footpaths is to provide higher quality standards and quicker response times to assets of that are of known higher importance. Such prioritisation is an essential part of managing risk and providing the expected levels of service.

2.3 Asset Performance

Asset performance relates to the ability of the asset to perform over time to meet its intended purpose.

The primary measure we use to monitor the performance of our transport assets is their overall condition.

² As at 30 June 2025

2.3.1 Condition

Asset condition is a measure of the health of an asset and is a key consideration in predicting how long it will be before an asset needs to be repaired, renewed, or replaced.

We use a 0 to 10 rating system to measure the condition of our transport assets as described in Table 2-2.

In evaluating the condition of our roads, we collect information on specific distress types. The combination of the extent and severity of these distress types is used to calculate an overall condition score for each road.

Rating	Condition Rating	Description
0	New	New or an asset recently rehabilitated back to new condition.
1	Near New	No visible signs of deterioration often based upon the time since construction rather than observed condition decline.
2	Excellent	Very slight condition decline obvious, no longer in new condition.
3	Very Good	Early stages of deterioration minor no serviceability problems.
4	Good	Some obvious deterioration evident slightly impaired serviceability.
5	Fair	Obvious deterioration some serviceability loss.
6	Fair to Poor	Quite obvious deterioration serviceability would be affected and rising maintenance cost.
7	Poor	Severe deterioration serviceability limited high Maintenance cost
8	Very Poor	Serviceability heavily impacted. very high Maintenance cost needed to be rehabilitated.
9	Extremely Poor	Severe serviceability problems needing rehabilitation immediately. Could also be a risk to remain in service
10	Failed	No longer serviceable and should not remain in service extreme risk

Table 2-2: Asset Condition Rating System

Our condition grading system follows good practice guidance as provided by various industry standards including the Institute of Public Works Engineering Australasia's Practice Notes for assessing asset condition.

We complete network wide condition assessments on a scheduled basis, typically every two to four years depending on asset type.

We use specialist contractors to assess the condition of all our transport assets.

Condition data for our transport assets is recorded in our asset register and is used for renewal modelling, capital works planning, and financial reporting.

Figure 2-1 provides an overview of the condition of our transport assets.

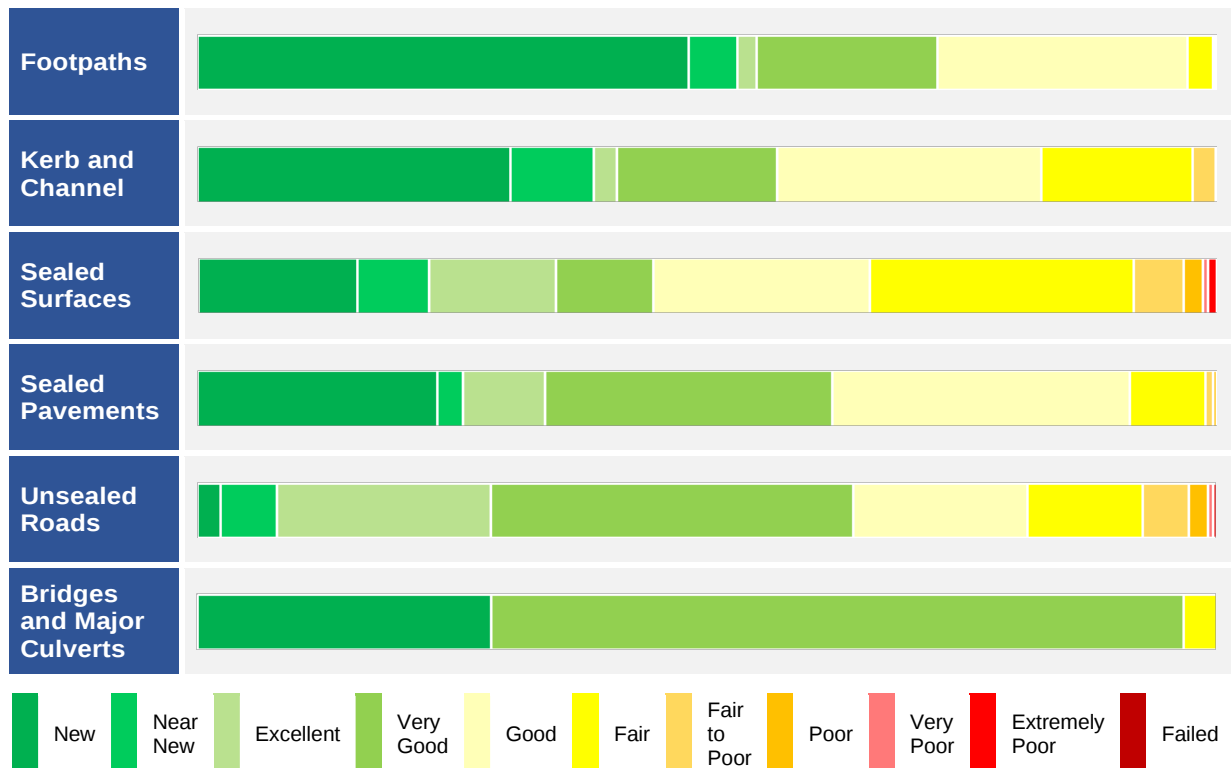


Figure 2-1: Condition Summary - Transport Assets

The current portfolio of transport assets is generally in good condition overall.

While our assets continue to age, we are effectively managing the standard of roads, footpaths, and other transport related assets by targeting our major maintenance and renewal programs towards the areas of most need.

Our road network is one of our most valuable assets, not only in terms of its financial value but also its contribution to overall community prosperity.

For that reason, we place a strong emphasis on monitoring the performance of these assets through structured inspection programs. This is to inform our planning and to make sure that we are investing sufficient funds to maintain current service levels over the long term.

3 Assets and Service Delivery

Assets play a critical role in helping us achieve the goals and aspirations we share with our community as articulated in the Strategic Plan.

Physical assets provide the places and networks that are the backbone of the delivery of services to the community. A service, or service level (what we agree to deliver to the community), is what drives the need or requirement for an asset.

Our roads and footpaths aid movement across Southern Midlands and connect people to places in a safe and easily accessible way. They support goods movement visitor access and local economic activity.

3.1 Levels of Service

Levels of Service is the defined quality of service of an asset and can be seen as a response to stakeholder values and expectations. Levels of service are further supplemented by organisational measures such as the Strategic Plan, the Annual Budget, and annual works programs.

We have given due regard to the following drivers in developing our levels of service:

Strategic Goals and Objectives	The lifecycle management of assets will be consistent with our strategic goals and objectives.
Legislative Requirements	These are the objectives and standards that must be met, set by legislation, regulations, etc, that impact the way assets are managed.
Community Requirements	These are the expectations of the community. These expectations must be balanced with the community's ability and desire to pay.
Industry Standards and Guidelines	Standards and guidelines that provide the principles and minimum standards for the design, construction, and ongoing management of an asset.

Table 3-1: Key Levels of Service Drivers

3.2 Strategic Goals and Objectives

3.2.1 Council Vision

This Asset Management Plan is prepared under the direction of our vision, mission, and directions, set out in our Strategic Plan.

Our Vision includes:

- > *A community spirit based on friendliness, cooperation and self-help.*
- > *An environment which encourages diversity, inclusion, local creativity, manufacturing, enterprise and self-help.*
- > *Resilient and sustainable communities across the Southern Midlands.*
- > *A diversified local economy creating employment opportunities through sustainable agriculture/horticulture, commercial, industrial activity, heritage tourism and viable historic villages/service centres.*
- > *Development based on the sustainable use of local resources and the physical environment.*
- > *An enduring commitment to child and youth safety.*
- > *A range and standard of services within the Southern Midlands that are affordable and efficient.*

3.2.2 Council's Strategic Directions

The directions outlined in our Strategic Plan represent the priorities we share with our community for Southern Midlands.

Our vision, mission, and objectives are grouped into the following strategic themes:



Infrastructure

The need to maintain, improve and maximise the community benefit from infrastructure provided by Council.



Growth

The need to increase the population in the municipality and to grow the level of agricultural/horticulture, commercial and industrial activity, balanced with environmental, heritage and cultural values along with the provision of the appropriate services.



Landscapes

The need to maintain, improve and maximise the benefits of the existing heritage, natural and cultural landscapes of the Southern Midlands.



Community

The need to increase the opportunities for improved health and well-being, including retaining then building on the strong sense of community and resilience that exists within the Southern Midlands.



Organisation

The need to monitor and continuously improve the efficiency and effectiveness of the way the Council provides services to the Community.

Our transport assets help us achieve our objectives and service delivery goals in the following ways:

Strategic Theme	How Assets Serve Our Objectives
Infrastructure	Roads, bridges, footpaths and pathways enable people to move safely, actively, and equitably around the municipality.
Growth	Local roads and transport infrastructure support goods movement, visitor access, and local economic activity.
Landscapes	Building climate resilience in our transport assets along with using recyclable materials in construction demonstrates responsible environmental stewardship.
Community	Safe and accessible pathways, crossings and roads improve safety and connectivity for everyone.
Organisation	Effective and sustainable asset management ensures that infrastructure meets community needs now and into the future. Transport assets are managed responsibly, with transparent decision-making and community input driving priorities and investments.

Table 3-2: Assets Contribution to Achieving Organisational Goals

In looking at how we manage our transport infrastructure into the future, it is important that our asset management practices align with the goals of the community and organisation.

Relevant objectives, strategies, and actions can be found in our Strategic Plan. Details on the specific actions that we will implement to address these objectives are outlined in our annual plans and business plans.

3.3 Legislative Requirements

There are many legislative requirements relating to the management of assets. Legislative requirements that impact the delivery of our transport assets are outlined in Appendix A.

3.4 Community Requirements

3.4.1 Key Stakeholders

Our assets are utilised by a broad cross-section of the community. The stakeholders in the management and use of our transport assets are many and often their needs are wide-ranging. Some of these key stakeholder groups are:

Stakeholder Group	Role or Involvement
Councillors	Custodian of our assets, with Councillors representing the residents and setting strategic direction as per corporate and operational plans
Employees	Various teams across our organisation who have strategic and operational lifecycle management responsibilities for our transport networks.

Stakeholder Group	Role or Involvement
Local residents including motorists, cyclists, etc.	Community members who make use of our transport assets.
Freight Industry	Key groups who advocate for safe, non-congested routes linking local businesses with their suppliers or product destination.
Public Transport Operators	Operators of public rail and bus services with an interest in the planning and development of the local road system.
Contractors and other suppliers	Help ensure provision of the required/agreed level of maintenance services for various assets.
Utility Service Providers	Agencies that manage utility services such as electricity, gas, water, sewerage, telecommunications within the road corridor.
Partners in other government departments	Periodic provision of advice, instruction, and support funding to assist with management of our road and pathway networks.
Insurers.	Insurance and risk management issues.

Table 3-3: Key Stakeholders

3.4.2 How We Engage With Our Community

We undertake inclusive community consultation to define service levels and performance measures through the development of our Strategic Plan, Long Term Financial Plan, Annual Plan, and Annual Budget.

These discussions provide input to our key directions which are supported by the various services, projects, and programmes that we deliver. We also undertake specific engagement in particular instances so that we can understand the key issues and expectations of our stakeholders.

3.4.3 Community Satisfaction

While we use information that we get from customer requests and other general feedback we receive from our community to identify issues with our service delivery, we do not have any formal processes to measure and record overall community satisfaction.

We will seek to implement ways to measure our community's satisfaction with the way we manage and deliver our transport related services as part of our ongoing business improvement initiatives.

3.5 Industry Standards and Guidelines

The majority of standards applicable to transport infrastructure are covered by standard drawings, guidelines or design standards.

Other industry standards and guidelines also influence service delivery including Commonwealth disability standards.

3.6 Service Performance

Current and target levels of service and associated performance measures are outlined in Table 3-4. These are based on current statutory obligations, organisational goals, current

accepted industry standards, and the historic interpretation of customer expectations of service levels.

Levels of service and performance standards provide the basis for our life cycle management strategies and works programs.

A number of performance indicators have been identified that will be beneficial to measuring our overall delivery of transport asset related services in the future.

We will work to implement the tools and processes and gather data required to monitor and report on these indicators over the life of this Asset Management Plan.

Customer Value	Customer Outcome	Performance Measure	Current Performance	Goal Over Next 4 Years
Quality	People are happy with the standard of roads and pathways.	Quarterly Customer Satisfaction Survey results:		
		How well roads are maintained	Future measure	To be determined
		How well footpaths are maintained	Future measure	To be determined
	Roads and pathways are well cared for.	Percentage of sealed roads in 'Fair' condition or better.	95.3	Maintain subject to external impacts
		Percentage of unsealed roads in 'Fair' condition or better.	92.8	Maintain subject to external impacts
		Percentage of bridges and major culverts in 'Fair' condition or better.	100	Maintain subject to external impacts
		Percentage of footpaths and shared paths in 'Fair' condition or better.	99.6	Maintain subject to external impacts
		The number of square metres of sealed local roads resealed annually.	Future measure	To be determined
		The total length in kilometres of unsealed roads re-sheeted each year.	Future measure	To be determined
		The number of square metres of pathways renewed annually.	Future measure	To be determined
Safety	Roads and pathways are managed to make sure they are safe.	Number of public liability claims	Future measure	To be determined
		Number of reported safety related incidents per annum.	Future measure	To be determined
Reliability	Roads are safe and do not cause a hazard to road users.	The number of customer requests received annually per 100 kilometres of local road.	Future measure	To be determined
	The performance of our transport assets is regularly assessed.	Percentage of condition inspections completed every 3 years.	100	Maintain
Availability	Bridges are available to use during all typical weather events.	Percentage of road structures above the 20% Annual Exceedance Probability (AEP).	Future Measure	To be determined

Customer Value	Customer Outcome	Performance Measure	Current Performance	Goal Over Next 4 Years
	Road structures are available to vehicle that need to use them.	Percentage of road structures with either no load limit or a reasonable load limit	Future Measure	To be determined
Financial Sustainability	Transport assets are managed well and are affordable.	Asset Consumption Ratio (%) <i>Average proportion of 'as new' condition remaining for assets</i>	57	Maintain within 40 - 80% industry target range
		Asset Renewal Funding Ratio (%) <i>Is there sufficient future funding for replacement of assets?</i>	97	Maintain within 90 - 110% industry target range
		Asset Sustainability Ratio (%) <i>Are assets being replaced at the rate they are wearing out?</i>	104	Maintain industry target range >100%

Table 3-4: Service Performance Measures

4 Future Demand

An essential starting point for effective service and asset planning is by building a comprehensive understanding of external factors that have the potential to impact the decisions that we make about our assets and how we look after them.

4.1 Demand Drivers and Our Response

Broad trends or drivers of demand all have the potential to impact how our transport assets will be managed in the future. We need to understand these trends, harness their benefits, and adaptively respond to make sure our roads, footpaths, and other related infrastructure continue to meet the needs of our community.

Driver	Issue	Impact	What Do We Need to Do?
Population Change	Population growth is a key driver of demand for transport assets and infrastructure. The total population for Southern Midlands is expected to increase from 6,912 in 2023 to 7,623 persons by 2053 ³ . This represents a growth of nearly 10% of this period.	Future population growth will generate additional demand for transport infrastructure.	- Plan and budget for improved transport infrastructure to cater for increased traffic demand. - Monitor community expectations and communicate service levels and financial capacity with the community to balance priorities for infrastructure with what the community is prepared to pay for. - Continue to advocate for road infrastructure funding from other levels of government.
Demographic Change	The median age within Southern Midlands sits at 44. Our most over and under-represented age cohorts in comparison to the regional Tasmania average being the 55 - 64 (15.6% of the total population) and 75 - 84 (6.6% of the total population) age groups. Growth across specific age cohorts is anticipated, led by the 75 to 84 age group, which is projected to expand by 239 people. ⁴	- Changes in the age characteristics of our population will increase demand for accessible transport options. - Accessibility to key precincts, facilities and activity areas will increasingly become a key focus.	- Make sure that asset upgrades and new assets are designed and constructed to meet current standards. - Include universal design and inclusiveness principles in the design and construction of transport infrastructure.

³ Tasmanian and Local Government Area Population Projections – 2023 to 2053

⁴ AreaSearch (https://areasearch.com.au/tas/southern_midlands)

Driver	Issue	Impact	What Do We Need to Do?
Ageing Infrastructure	A large proportion of our transport networks were developed and constructed many years ago. Based on their age profile, these assets will require renewal or rehabilitation in the near to mid-term to maintain basic service levels.	Without adequate funding the declining condition of our roads, bridges, and footpaths due to age will result in reduced levels of service and increased risk by putting pressure on the ability to meet our service delivery objectives.	- Continue to monitor the performance and condition of transport assets through ongoing inspection programs. - Prepare long term asset maintenance and renewal programs according to priorities and funding availability.
Increased heavy freight	The general trend of the transport industry is to utilise vehicles of larger configurations (i.e., higher mass and greater length) to maximise cost efficiencies.	Larger vehicles may result in greater wear and tear on our road network resulting in accelerated deterioration of our transport assets.	- Involve industry in determining priority freight routes to inform the future investment in road upgrades. - Monitor trends in traffic movements alongside continuing to develop works programs with consideration of land use change and industry needs. - Continue to advocate for road infrastructure funding from other levels of government.
Changing Design Standards	Transport assets are provided, constructed, and maintained according to current standards. These standards continually evolve to accommodate necessary accessibility and safety improvements.	Potential for increased costs to meet more rigorous standards	Ensure our design guidelines consider future demand factors and good design principles.
Climate Change	Australia's current climates are variable and prone to extremes - droughts, heatwaves, fires, intense rainfall, and floods. These extremes can have a significant impact on communities, natural environments, and regional economies. It is forecast that we can expect increased frequency and intensity of extreme rainfall and storm events.	- Accelerated degradation of and reduced road and pathway life expectancy. - Increased likelihood of natural disasters. - Increased lifecycle costs.	- Make sure assets are planned and developed to incorporate climate resiliency and consider the potential impacts of future climate variability. - Follow sustainable procurement practices while also considering supply chain impacts. - Minimise waste from construction and renovation of assets through material reuse and recycling.

Driver	Issue	Impact	What Do We Need to Do?
Council Financial Sustainability	We are required to provide its projects, programs, and services within a constrained funding environment. This has the potential to affect effective asset management if sufficient funds are unable to be secured to manage existing assets to agreed levels of service, or to provide new or upgraded transport assets desired by the community	We will be faced with challenges with respect to future provision of transport infrastructure, including: - Achieving equitable distribution of resources and the provision of transport networks and assets. - Making sure that the community receives maximum benefit from the investment in transport infrastructure.	▪ Prepare long term transport asset maintenance and renewal programs according to priorities and funding availability. ▪ Conduct level of service analysis across all transport asset types and review affordability and risks. ▪ Ensure that our long term financial planning and Asset Management Plans are integrated and reflect future whole of life costs and account for any expected climate change impacts.

Table 4-1: Demand Drivers, Impacts, and Actions

4.2 Climate Change Adaptation

It is important that we ensure that our assets are planned and developed to incorporate climate resiliency and to also mitigate our impact on the environment. How climate change impacts on assets will vary depending on the location and the type of services provided, as will the way in which we respond and manage those impacts. It is likely that climate hazards will place increased stress on assets, reducing their lifespan and increasing maintenance costs. Transport assets are particularly exposed to climate change impacts, due to their size and exposure to weather.

The impact of climate change on assets is a complex issue requiring further investigation to determine real impacts and opportunities which will be developed in future versions of this Asset Management Plan. Further information on the key risks to transport assets arising from climate change are detailed in our Climate Change Adaptation Plan.

We are working towards a more climate adapted municipal area. This includes how we will manage our existing assets to create resilience to climate change particularly for those assets that provide the most critical services to the community.

4.3 Gender Equality, Access, and Inclusion

So that every resident and visitor to our municipal area can fully participate in community life, our infrastructure must be usable, welcoming, relevant, and safe for all.

Many disadvantaged groups may miss out on opportunities to improve their lives as the infrastructure around them is not provided with their needs in mind. This means that services are likely to be experienced differently and have different outcomes for people of different genders or backgrounds.

We are committed to considering gender equality and social inclusion in planning, delivering, maintaining, and managing our assets to support equal access to services.

This commitment begins with an inclusive design that ensures our infrastructure works for everyone, including women, men, gender-diverse people, people with disabilities, refugees, and culturally and linguistically diverse community members. This is to make sure that our public spaces and facilities are accessible, equitable, functional, and remove barriers that may be experienced by members of our diverse community.

5 Lifecycle Management Plan

We are the custodian of a complex network of local roads, footpaths, bridges, and other associated transport assets.

Our approach to asset management is centred on asset life-cycle management decision making processes that are used to manage our infrastructure.

The life cycle model is illustrated in Figure 5-1.

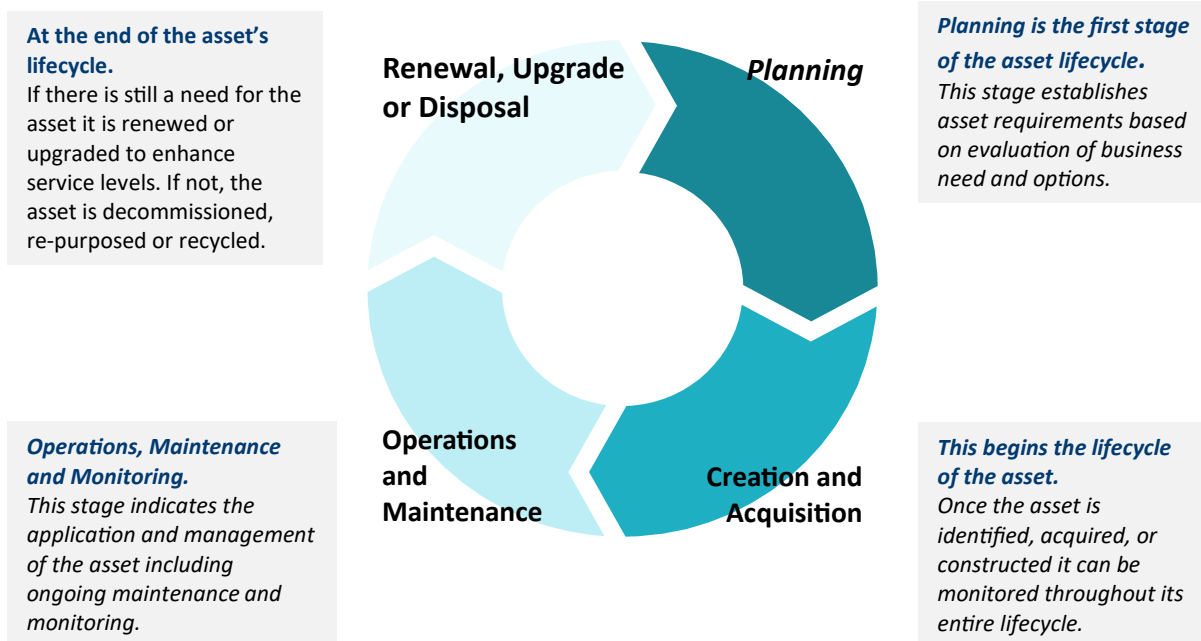


Figure 5-1: Asset Lifecycle Model

Effective management across all phases of the asset lifecycle is important to ensure that our assets can be enjoyed by current and future generations.

5.1 Planning

Informed by strategy and other processes that guide and influence the lifecycle management of assets. Planning typically informs both minor and major capital works which are prioritised by the outputs of this process.

5.1.1 Management Approach

The main strategic drivers guiding the management and development of our transport networks are objectives and actions contained within our Council Strategic Plan.

Implementing the key actions from our Strategic Plan are key to informing and prioritising capital investment in improving our roads, footpaths, and other transport related assets.

We may need to consider what other transport specific strategies may be needed to help us meet our long term challenges such as how we respond to freight needs and our response to future climate changes.

Such strategies should provide a service-driven assessment of asset performance, levels of service, and future needs. They should provide for broad future planning and guide key funding decisions concerning:

- Asset upgrade requirements.
- Provision of new assets
- Optimised asset renewal.
- Adaptive reuse or rationalisation of assets.

5.2 Asset Creation/Acquisition

Acquisition reflects new assets that did not previously exist or works that will upgrade or improve an existing asset beyond its existing capacity. They may result from growth, demand, social or environmental needs.

5.2.1 Management Approach

5.2.1.1 Upgrade and Expansion

Upgrade and expansion works are associated with improving service levels (e.g., widening a road, etc). Additionally, expansion works include activities that extends the capacity of an existing asset, to provide higher levels of service and/or meet changes in asset resilience requirements. Upgrade/expansion is different to asset renewal which only restores service capability.

Upgrade and expansion of existing assets are identified from various sources such as traffic engineering studies, community requests, proposals identified by strategic plans, or through partnerships with others.

Candidate projects are ranked utilising our capital works evaluation processes and scheduled in future works programmes depending on priority and funding availability. We are currently working to strengthen the way we prioritise our capital works through improvements being made to our project management framework.

5.2.1.2 New Assets

New works create new assets. New road and footpath assets required to meet population growth demands are typically acquired from land developments and constructed by private developers who then gift these assets to us.

We can also acquire new roads and transport infrastructure by constructing new assets to improve pathway connectivity or installing road safety or other traffic control treatments to improve road safety.

New works are identified and prioritised similar to upgrade and expansion projects.

5.3 Operations and Maintenance

Operations and maintenance are essential to ensuring that an asset performs at the desired service level on a day-to-day basis.

5.3.1 Management Approach

Operations and maintenance activities help enable existing assets to operate to their service potential over their useful life. This is necessary to meet service standards, achieve target standards and to prevent premature asset failure or deterioration.

Our objective in maintaining and operating transport assets are:

- Maintain and preserve the functionality and value of existing assets.
- Provide and maintain a safe environment for the community within the constraints of our financial capacity and resource capability, while displaying a reasonable 'duty of care'.
- Ensure the provision of excellent customer service and that customer requests are responded to quickly and efficiently.
- Ensure compliance with our legal responsibilities or other applicable standards.

Operations are those activities that keep an asset appropriately utilised. Operations are considered to have no effect on asset condition and include tasks such as:

- Line and pavement marking.
- Kerb and gutter and carriageway cleaning (street sweeping).
- Vegetation control (mowing and slashing in road reserve areas).
- Response to accidents, or Implementation of road closures when necessary.

Maintenance of assets is carried out to ensure that our transport infrastructure achieve their service potential while meeting the needs of users. This is achieved by providing an optimum level of maintenance and care in a financially and environmentally sustainable manner. Typical maintenance activities include:

- Repair of potholes and other surface defects.
- Repairs to remove trip hazards from footpaths.
- Replacing signs.
- Minor bridge repairs, etc.

We prioritise maintenance is prioritised:

- Preserve the health and safety of asset users.
- Minimise costs and potential further asset deterioration.
- Minimise the risk of critical asset failure.

Both operations and maintenance can be planned or reactive activities. Planned or cyclical tasks are programmed to occur at set times or frequencies throughout the year (e.g. grading of gravel roads), while reactive tasks are undertaken in response to service requests or as a result of unforeseen asset failures.

The standards to which we maintain our transport assets, or levels of service, are generally set based on legislative and compliance obligations, available funding and historical standards that we have used in the past. We need to clearly define and document these levels of service so that we are consistent in our decision making when it comes to maintenance. Additionally, having defined service standards would provide a clear framework for holding ourselves accountable for delivering on our commitments, while also setting clear expectations for our community.

5.4 Renewal

Renewal is major work which does not increase an asset's design capacity but restores, rehabilitates, replaces, or renews it to its original service potential or its modern day equivalent.

5.4.1 Management Approach

Assets that need replacing are identified using a combination of the analysis of our asset information, site knowledge, inspections, and community feedback.

Renewal and rehabilitation strategies for our transport assets are based on the most current asset condition available at the time of developing our forward works programs.

We aim to allocate renewal funding at a level that keeps pace with the deterioration of our transport assets.

These allocations are informed by strategic modelling analysis that predicts deterioration and the impact of various renewal funding scenarios on asset condition and service performance. Our modelling allows us to identify what treatments that need to apply and when.

5.5 Disposal

The purpose of asset disposal is to make sure that Council does not invest in assets that are no longer needed. Effective asset disposal can assist in reallocating limited resources for maximum community benefit.

5.5.1 Management Approach

Transport assets are rarely, if ever, disposed. We currently have no immediate or current strategic direction to retire or dispose of any elements of our local road and footpath networks.

In some cases, right of ways or portions of unused roads are prone to be disposed by way of formal discontinuance and sale to adjoining property owners. Such situations like this are considered on a case-by-case basis with the long term interests of the community guiding our decision making process.

5.6 Roles and Responsibilities

While the key duties for managing the various life cycle management activities associated with our transport assets is generally known across the organisation, we have yet to formally document this.

We need to prepare a framework to provide clear direction relating to the roles and responsibilities with respect to lifecycle asset management for our transport assets.

6 Risk Management Planning

Effectively managing risk is a crucial aspect of asset management and ensures that we can protect and enhance the value of our community's assets.

Risk management activities relating to our assets follow our Risk Management Framework. The process elements included in this framework are described in Figure 6-1.

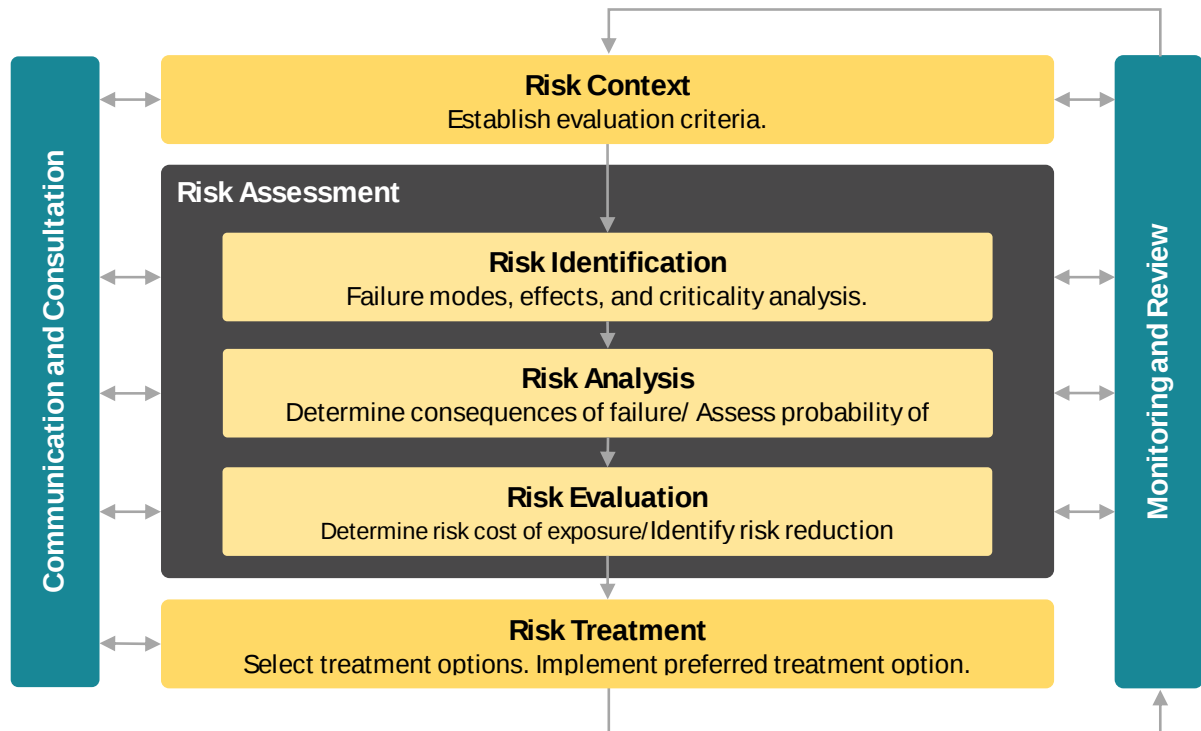


Figure 6-1: Risk Management Process

6.1 Risk Assessment

An assessment of risks associated with service delivery from infrastructure assets has identified the most critical risks to us. The risk assessment process helps us to identify and assess credible risks, assign a risk rating, and develop risk mitigation plans for non-acceptable risks.

The complete infrastructure risk register for our transport asset portfolio is included in Appendix B.

6.2 Critical Assets

Critical assets are defined as those which have a high consequence of failure or reduction in service.

While we have yet to formally assign criticality to roads, footpaths, bridges, etc or their components, we use a risk based approach to the way we manage these assets giving priority to issues that threaten safety or could disrupt the way we deliver services.

We will work towards preparing a criticality framework for our transport assets as our planning and management processes mature.

7 Funding Our Assets

Funding allocations at each stage of the lifecycle impact the standard to which our assets perform. Ongoing financial sustainability requires a balance between improving our assets to meet demand and caring for existing assets.

7.1 Forecast 10-Year Funding

The financial projections from this Asset Management Plan are shown in Figure 7-1. This covers the full lifecycle costs⁵ over the next 10 years to sustain current levels of service.

Shown are the anticipated budget required to achieve lowest lifecycle costs, and the funding that is forecast to be available based on our long term financial planning. The gap between these informs the discussion on achieving the balance between service quality, costs, and risk to achieve the best outcomes for the community.

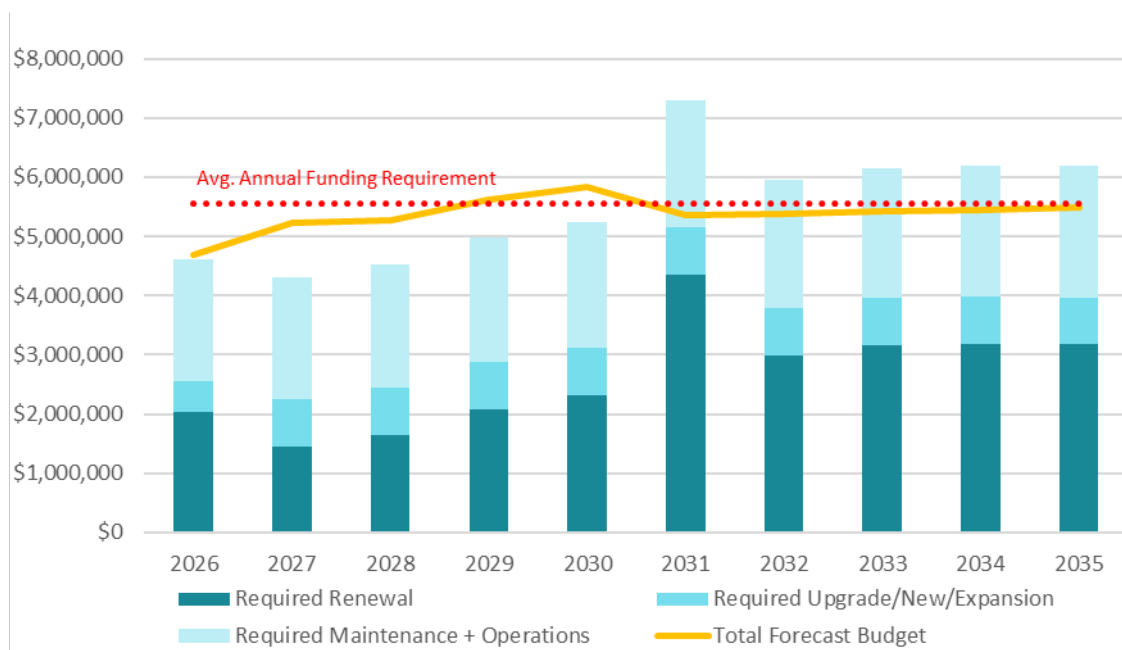
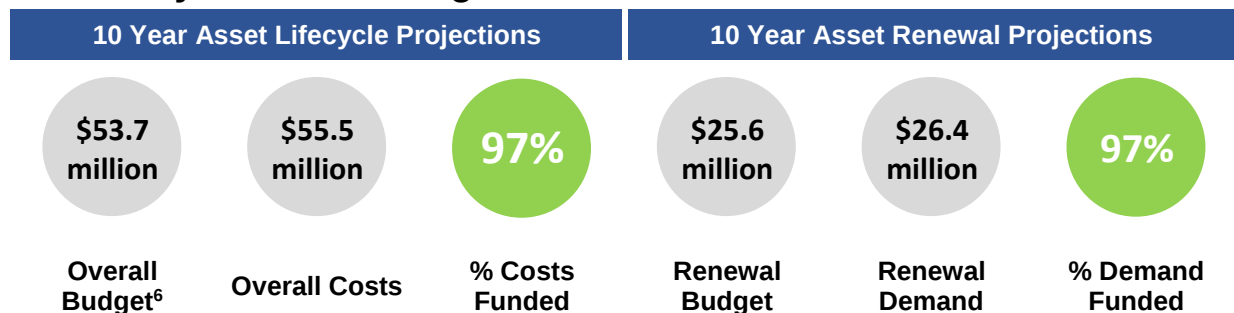


Figure 7-1: 10 Year Financial Projections

Summary – Current Long Term Financial Plan



⁵ Shown in real values.

⁶ Calculated from Council's Financial Plan

The projected outlays necessary to provide the services covered in this Asset Management Plan over the next 10 years is **\$53.7 million**. This includes maintenance, renewal, upgrade of existing roads and footpaths, and provision of new assets to meet future demand including those delivered through our Development Contributions Plan.

Our forecast budget over the same period is **\$55.5 million** meaning that we are facing a total long term funding shortfall of approximately **\$1.8 million**.

Despite a small shortfall in total funding, it is considered that future maintenance and capital allocations made in the Long Term Financial Plan are appropriate to maintain a balanced level of service over the next 10 years.

In general, our current and future renewal position is calculated at broad asset type levels (e.g. sealed roads, footpaths, bridges, etc). The results of this renewal profiling are used as a guide to inform the prioritisation of budget allocations in our Long Term Financial Plan and Capital Works Program.

Funding levels may need to vary year to year depending on the size, complexity, and phasing of upcoming projects. For example, the large renewal expenditure spike indicated in 2031 relates to bridge works recommended from our most recent audits. We have time to plan for this, but it may require the redistribution of available funding from programs for other transport asset types.

The current 10-year funding plan for our transport assets is detailed in Appendix C. Our transport assets pose the greatest threat to our long term financial sustainability, and we will need to closely manage their lifecycle costs. As such, our funding plan will be continually reviewed and adjusted as new information becomes available on growth, demand, service levels, and asset performance.

Updates to future funding needs will inform our financial planning instruments and revisions of this Asset Management Plan.

7.2 Financial Ratios

Asset management ratios provide insight into our performance and success in managing our assets.

Asset Consumption	Definition: Seeks to highlight the condition of the asset portfolio based on financial values. Calculation: Written Down Value divided by Current Replacement Value.
Asset Renewal Funding	Definition: Indicates if we have the financial capacity to fund our forecast asset renewal demands over the next 10 years. Calculation: Planned capital renewal expenditure divided by required capital renewal expenditure.
Asset Sustainability	Definition: Measures whether our assets being renewed or upgraded at the rate they are wearing out. Calculation: Asset Renewal and Upgrade Expenditure divided by annual depreciation

Based on the projected outlays in our Long Term Financial Plan, the results of these ratios for our transport asset class are:



7.3 Funding Sources

Funding for assets is provided from our annual budget and Long Term Financial Plan.

Our financial strategy determines how funding will be provided, whereas Asset Management Plans communicate how and when this will be spent, along with the service and risk consequences of differing options.

We use several different funding sources to maintain, renew and improve our roads, footpaths, bridges, and other transport related infrastructure. These sources are:

Activity	Funding Source
Maintenance and Operations	▪ Council's own source funds.
Renewal	▪ Council's own source funds. ▪ Roads to Recovery allocations.
Capital Improvement (i.e., new, upgrade, and expansion)	▪ Council's own source funds. ▪ Council's available cash reserves. ▪ Borrowings. ▪ External grant opportunities.

Table 7-1: Funding Sources

7.4 Financial Forecast Assumptions

The basis for the financial forecasts is explained in the lifecycle management plan. The following general assumptions have been made in preparing the 10-year expenditure forecasts:

- All expenditure is stated in dollar values as at 30 June 2025 with no allowance made for inflation over the 10-year planning period.
- Operations and maintenance expenditure are based on 2025/26 budget allocations and includes forecast annual increases for materials and services and employee costs (3 per cent annually).
- Capital expenditure forecasts are taken from our 10 year Capital Works Plan.
- Forecast cost assumes that the community is content with current levels of service. Should these levels of service be refined through future community consultation, it could have a significant impact on intervention standards and funding required.

- The forecast renewal costs made in this Asset Management Plan are based on the asset data register as of 30 June 2025.
- Renewal forecasting outcomes are derived using the Moloney Renewal Modelling tool and are subject to the assumed performance of asset types, deterioration curves, and trigger intervention levels.
- Renewal intervention standards are based on providing a balanced level of service.
- Transport assets will remain in Council ownership throughout the period covered by this Asset Management Plan unless specifically detailed otherwise.
- Standards, Acts and Regulations concerning roads and related infrastructure will remain essentially the same over the period covered by this Asset Management Plan.

7.5 Forecast Reliability and Confidence

The forecast costs, proposed budgets, and valuation projections in this Asset Management Plan are based on our current information and knowledge. The estimated confidence level of this data is considered to be **reliable (level B)**, using the five-level scale below.

A. Highly reliable

Data based on sound records, procedures, investigations and analysis, documented properly and agreed as the best method of assessment. Dataset is complete and estimated to be accurate $\pm 2\%$.

B. Reliable

Data based on sound records, procedures, investigations and analysis, documented properly but has minor shortcomings, for example some of the data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation. Dataset is complete and estimated to be accurate $\pm 10\%$.

C. Uncertain

Data based on sound records, procedures, investigations and analysis which is incomplete or unsupported, or extrapolated from a limited sample for which grade A or B data are available. Dataset is substantially complete (up to 50% is extrapolated data) and estimated to be accurate $\pm 25\%$.

D. Very uncertain

Data is based on unconfirmed verbal reports and/or cursory inspections and analysis. Dataset may not be fully complete, and most data is estimated or extrapolated. Accuracy $\pm 40\%$.

E. Unknown

None or very little data held.

The implementation of the improvement actions that we have identified in preparing this Asset Management Plan will result in increased levels of confidence in future revisions.

8 Systems and Information

8.1 Asset Management Information System

Easy to access, comprehensive, and accurate information on assets is vital to effective asset management.

The following information technology systems form our Asset Management Information System (AMIS) that are used to record asset data and support our asset management functions.

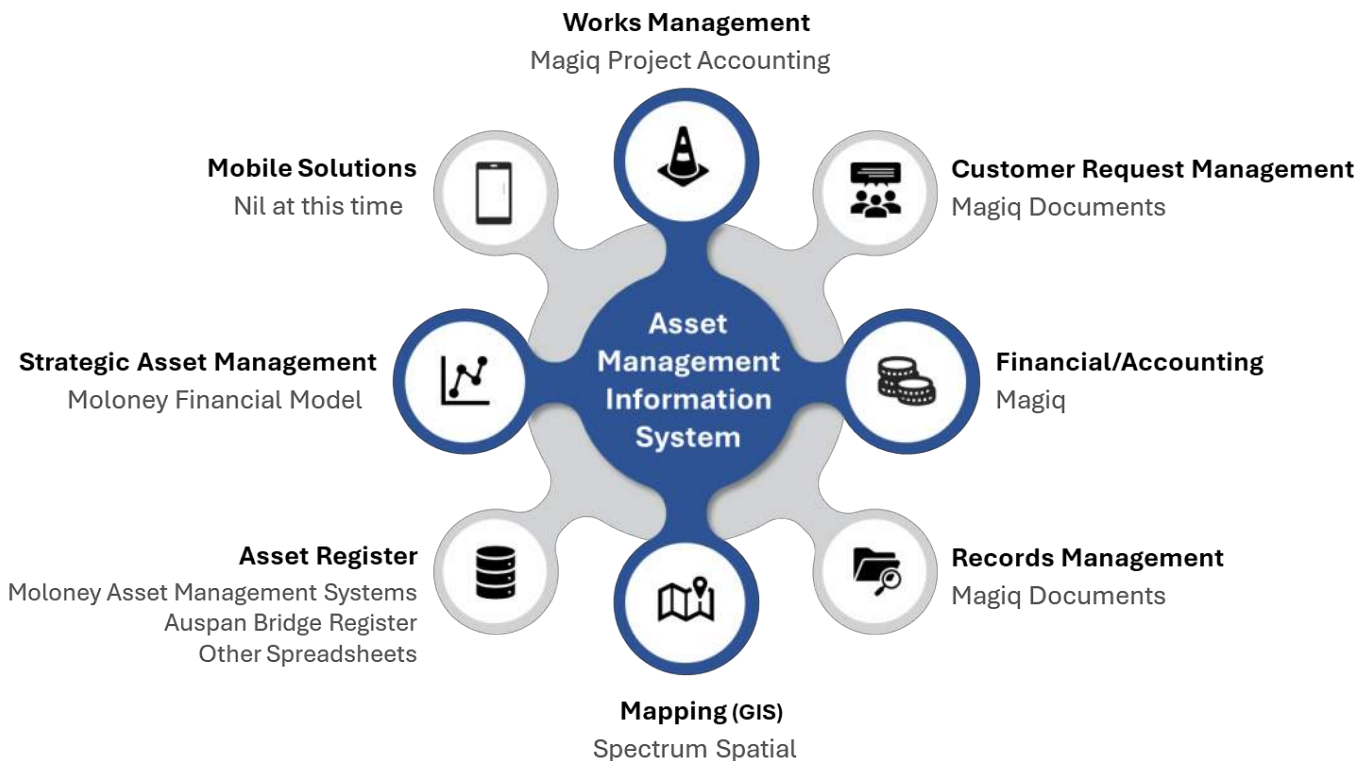


Figure 8-1: Asset Management Information System

8.2 Asset Data

Understanding asset data is core to ensuring that we make good asset management decisions.

Accounting and financial data relating to our assets is generally stored in Magiq. Asset management data is stored across various systems. Roads, footpath, and kerb and channel data is stored in the Moloney Asset Management System. Information for our bridges and major drainage structures is kept in the Auspan Bridge Register.

The role of high-quality data in asset management cannot be overstated. Reliable data is not just important; it's crucial for informed decision-making.

We are continually working to make sure that the information we have about our assets is accurate, consistent, and complete. We have a strong emphasis on monitoring the performance of these our transport assets through regular inspections. This is to inform our planning and make sure that we are investing enough to maintain our roads and footpaths.

9 Plan Improvement and Monitoring

9.1 Improvement Plan

This version of the Asset Management Plan has been developed based on existing processes, practices, data, and standards.

We are committed to striving towards best asset management practices and it is recognised that this Asset Management Plan will need to be updated periodically to reflect changes to management of our assets. The asset management improvement actions generated from this Asset Management Plan are shown in Appendix D.

9.2 Monitoring and Review Procedures

This Asset Management Plan has a long term vision with a short term focus. It is a living document which is relevant and integral to our daily asset management activities. It will have a life of 4 years and will be completely reviewed and updated in order to respond to our Strategic Plan and inform our Annual Plans and Budgets.

Intermediate reviews and amendments may be made should there be any material changes to Council financial policy, levels of service, or to accommodate any resource needs from relevant strategies.

9.3 Performance Measures

The effectiveness of this Asset Management Plan will be measured and monitored on the basis of annual strategic Council indicators as follows:

- The degree to which the required cash flows identified in this asset management plan are incorporated into our long-term financial planning process and works planning.
- The performance against the measures assigned to levels of service.
- Performance against Financial Ratios.
- The progress of implementing the actions identified in the improvement plan.

Appendix A – Legislative Requirements

Legislation	Requirement
Local Government Act 1993	Sets out the role, purpose, responsibilities, and powers of local governments including the preparation of a long term financial plan supported by asset management plans for sustainable service delivery.
Local Government (Highways) Act 1982	An Act to consolidate and amend certain enactments concerning the functions of the corporations of municipalities with respect to highways and certain other ways and places open to the public.
Roads and Jetties Act 1935	An Act to consolidate and amend certain enactments relating to roads and jetties and to make provision for the establishment and maintenance of aerodromes.
Civil Liability Act 2002	Puts into effect civil liability reforms.
Disability Discrimination Act 1992	Ensures that persons with disabilities have the same rights as the rest of the community. Relevant for traffic treatments such as pedestrian crossings, etc.
Nature Conservation Act 2002	Makes provision with respect to the conservation and protection of the fauna, flora, and geological diversity of the State.
Threatened Species Protection Act 1995	Provides for the protection and management of threatened native flora and fauna and to enable and promote the conservation of native flora and fauna.
Weed Management Act 1999	Provides for the control and eradication of declared weeds and to promote a strategic and sustainable approach to weed management.
Workplace Health and Safety Act 2012	Provides for a balanced and nationally consistent framework to secure the health and safety of workers and workplaces.

Appendix B – Risk Register

RISK IDENTIFICATION			RISK ASSESSMENT				Effect of Current Controls	Further Action if Required
Risk Event	Cause	Possible Impacts	Current controls	Likelihood	Consequence	Level of Risk with current controls		
Accelerated deterioration of road pavements	Traffic use including heavy vehicles Environmental impacts (e.g., moisture ingress, reactive subgrades, etc) Poor maintenance Flooding and poor drainage Poor design and construction	Financial	Renewal programs for reseals and drainage Road inspection program Materials availability and knowledge Pavement design specification standards Works supervision and testing regimes Working with industry to identify key freight routes to inform priority upgrades and funding advocacy efforts	Possible	Moderate	Medium	Effective	
Accidents at intersections	Poor sight distance Ineffective/missing signs/devices and line marking Inappropriate speed, priority or control Driver behaviour	Health and Safety	Speed limits in compliance with standards Road inspection program Sign maintenance inspections and works programming Intersection control in compliance with standards Adequate street lighting Participation in road safety programs Traffic management devices	Possible	Moderate	Medium	Effective	

RISK IDENTIFICATION			RISK ASSESSMENT				Effect of Current Controls	Further Action if Required
Risk Event	Cause	Possible Impacts	Current controls	Likelihood	Consequence	Level of Risk with current controls		
Run off road and midblock accidents	Ineffective/missing signs/devices and line marking Inappropriate speed, priority or control Driver behaviour	Health and Safety	Speed limits in compliance with standards Road inspection program Sign maintenance inspections and works programming Road design to standards Adequate street lighting Participation in road safety programs Traffic management devices	Possible	Moderate	Medium	Effective	
Road closures, delays or diversions	Fallen tree limbs Road works Utility infrastructure failure	Financial	Reactive maintenance activities Customer request process After hours call out service Coordination of works by utility agencies to avoid major traffic disruptions	Unlikely	Major	Medium	Effective	
Damage to vehicles	Road defects (e.g., potholes, broken road edges, rough surfaces, etc) Vegetation on road Driver behaviour	Financial	Road Management Plan Proactive inspections Maintenance works programming. Customer request process Compliance with design standards	Possible	Minor	Medium	Effective	
Accidents involving pedestrians	Pedestrian and driver behaviour Lack of safe crossing locations Ineffective/missing signs/devices	Health and Safety	Traffic management studies and Local Area Traffic Management Plans Upgrade programs for road safety improvements Sign maintenance	Unlikely	Moderate	Medium	Effective	

RISK IDENTIFICATION			RISK ASSESSMENT				Effect of Current Controls	Further Action if Required
Risk Event	Cause	Possible Impacts	Current controls	Likelihood	Consequence	Level of Risk with current controls		
			inspections and works programming Adequate street lighting Participation in road safety programs.					
Damage to bridges and major culverts as a result of major storm events	Extreme weather events	Health and Safety	Proactive inspections Maintenance works programming Emergency management procedures Climate resilience considered at project planning stage.	Unlikely	Moderate	Medium	Partially Effective	Targeted infrastructure improvements to mitigate impacts from storm events
Collapse or damage to structure or road approach	Overloading and or oversize vehicle use Poor structural condition Lack of maintenance Severe weather events	Health and Safety	Condition survey undertaken and renewal works programmed. Bridges assessed for load limits. Maintenance inspection and works programming.	Unlikely	Major	Medium	Effective	
Delays from bridge closure or diversions	Bridge collapse Bridgeworks Load limits Flooding	Reputation	Proactive inspections Maintenance works programming Emergency management procedures Condition survey undertaken and renewal works programmed.	Unlikely	Minor	Low	Effective	

RISK IDENTIFICATION			RISK ASSESSMENT				Effect of Current Controls	Further Action if Required
Risk Event	Cause	Possible Impacts	Current controls	Likelihood	Consequence	Level of Risk with current controls		
Risk of pedestrians tripping and falling with potential for serious injury.	Failure to manage and maintain footpath assets to meet appropriate levels and service and meet future needs.	Health and Safety	Regular inspections of footpaths to identify hazards and condition issues. Defects above intervention standards rectified in accordance with RMP, others as per available budget	Unlikely	Major	Medium	Fully Effective	
Road and footpath inspections and maintenance not in compliance with Council's Road Management Plan.	Standards documented in Road Management Plan not complied with (e.g. inspections and response times).	Legal & Compliance	Implementation of Road Management Plan monitoring and performance reporting	Possible	Minor	Medium	Partially Effective	Develop and implement Road Management Plan compliance monitoring and performance reporting framework.
Transport asset lives not being maximised.	Due to lack of renewal and maintenance funding.	Financial	Annual funding allocations made to the maintenance and renewal of transport assets Asset Management Plan prepared identifying long term funding needs. Adopted Long Term Financial Plan	Unlikely	Major	Medium	Fully Effective	
Decline in condition and reduced effective life of roads and footpaths.	Damage caused by third parties such as utilities or builders.	Reputation	Works on Roads Permit system and reinstatement standards to ensure that restoration works are completed to an acceptable standard.	Unlikely	Major	Medium	Fully Effective	

RISK IDENTIFICATION			RISK ASSESSMENT				Effect of Current Controls	Further Action if Required
Risk Event	Cause	Possible Impacts	Current controls	Likelihood	Consequence	Level of Risk with current controls		
Risk of conflict between pedestrians and vehicular traffic.	Pedestrians using road due to lack of footpaths.	Health and Safety	Construction of footpaths in locations where they are required according to priorities and available budgets.	Likely	Minor	Medium	Partially Effective	Prepare a Footpath and Shared Path Strategy to outline how new footpaths will be planned, prioritised, and funded to create safe, accessible, and connected pedestrian networks across the municipality.
Insufficient financial planning for and including maintenance and replacement forecasting due to changing climate conditions	Lack of asset risk and exposure data to climate change related hazards (heatwaves, drought, flood, storms etc).	Financial	Asset registers Asset Management Information System Lifecycle management plans Staff training Climate risk identification works Climate Change Adaptation Plan	Possible	Moderate	Medium	Partially Effective	Establish greater linkage between Climate Change Adaptation Plan and Asset Management Plans. Explore options for including climate risk data in Asset Management Information System.
Reduced asset lifecycle as a result of climate related hazards, such as drought or extreme heat causing cracking, flood damage etc.	Climate change related weather extremes, such as drought, extreme heat, floods, storms.	Financial	Construction of transport assets to best practice standards to be more resilient.	Possible	Moderate	Medium	Partially Effective	Modelling climate impacts and accounting for costs to remediate.

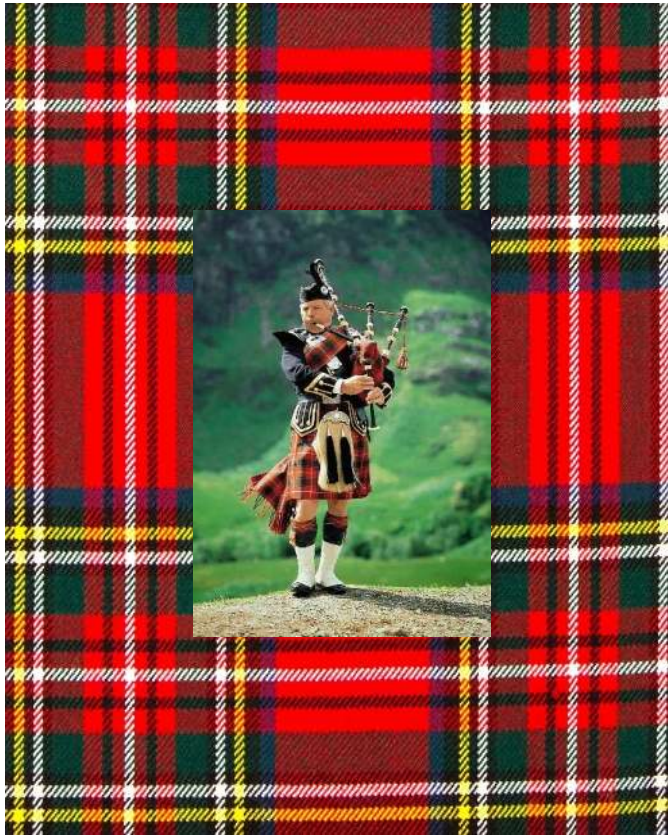
Appendix C – Proposed 10 Year Road Expenditure Plan

Project	Exp. Category	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Capital Works											
Roads (includes Footpaths)	Renewal	2,253,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Bridges	Renewal	-	-	-	329,000	503,000	-	-	-	-	-
Roads (includes Footpaths)	New	523,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Bridges	New	-	-	-	-	-	-	-	-	-	-
Total CAPEX		2,776,000	3,300,000	3,300,000	3,629,000	3,803,000	3,300,000	3,300,000	3,300,000	3,300,000	3,300,000
Recurrent – Operations and Maintenance											
Roads											
- Pavement	OPEX	888,113	901,435	914,956	928,681	942,611	956,750	971,101	985,668	1,000,453	1,015,460
- Shoulders	OPEX	83,316	84,566	85,834	87,122	88,429	89,755	91,101	92,468	93,855	95,263
- Drainage	OPEX	414,102	420,314	426,618	433,018	439,513	446,105	452,797	459,589	466,483	473,480
- Traffic Facilities (i.e. Guide Post; Signs; Line Marking)	OPEX	58,085	58,956	59,841	60,738	61,649	62,574	63,513	64,465	65,432	66,414
- Verges (e.g. Roadside slashing / Tree Removal)	OPEX	315,977	320,717	325,527	330,410	335,366	340,397	345,503	350,685	355,946	361,285
Bridges	OPEX	79,013	80,198	81,401	82,622	83,862	85,119	86,396	87,692	89,008	90,343
Bridges - Quarterly Inspections	OPEX	22,377	22,713	23,053	23,399	23,750	24,106	24,468	24,835	25,208	25,586
Footpaths	OPEX	47,506	48,219	48,942	49,676	50,421	51,177	51,945	52,724	53,515	54,318
Total OPEX		1,908,489	1,937,116	1,966,173	1,995,666	2,025,601	2,055,985	2,086,824	2,118,127	2,149,899	2,182,147
Total Expenditure		4,684,489	5,237,116	5,266,173	5,624,666	5,828,601	5,355,985	5,386,824	5,418,127	5,449,899	5,482,147

Appendix D - Improvement Plan

Item No.	Task	Responsibility	Priority	Resource Type	2025/26	2026/27	2027/28	2028/29
1	Continue to collect and refine transport asset data suitable to inform strategic and operational analysis and decisions.	Infrastructure and Works	Ongoing	Internal/ External	✓	✓	✓	✓
2	Develop and adopt road and footpath hierarchies once further direction from the Tasmanian State Grants Commission is received.	Infrastructure and Works	High	Internal/ External	✓			
3	Develop a roles and responsibilities framework to clearly articulate stakeholder's involvement in, and responsibility for, decision making over the asset lifecycle (assess, install, monitor, review)	General Manager + Infrastructure and Works	High	Internal	✓			
4	Undertake service planning for transport assets to inform future budget and asset requirements. This should include documenting current levels of service	General Manager + Infrastructure and Works	High	Internal/ External	✓			
5	Develop a project-based ten (10) year Capital Works Program for renewals, upgrades and new works.	General Manager + Infrastructure and Works	High	Internal		✓	✓	
6	Develop integrated community survey/consultation mechanisms to specifically target the assessment of Council's performance in transport asset and related service delivery.	Community and Corporate Development + Infrastructure and Works	Medium	Internal/ External		✓	✓	

Item No.	Task	Responsibility	Priority	Resource Type	2025/26	2026/27	2027/28	2028/29
7	Develop and implement processes and systems to monitor and report on levels of service and performance measures identified in this AM Plan.	Corporate Services + Infrastructure and Works	Medium	Internal		✓	✓	
8	Consider what transport related service strategies may be required to guide future planning (e.g. Freight Strategy, Footpath and Pedestrian Access Strategy, etc.	General Manager + Infrastructure and Works	Medium	Internal		✓		
9	Develop and apply a criticality framework to transport assets and utilise to guide operational activities and strategic decision making.	Infrastructure and Works	Medium	Internal/ External		✓	✓	



Oatlands Highland Gathering Callington Park Saturday 5th April 2025



Event Summary & Evaluation

by
Andrew Benson
Project Manager
Southern Midlands Council

April 2025



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*200 Years On there's still plenty of ways to get held up on the
Heritage Highway at Oatlands*



Massed Bands Street Parade





Introduction

Pipe Bands Tasmania (PBT), have traditionally run their events (approximately four a year), in Ross Campbell Town and Longford. There was an event held in Richmond for many years as well, but that unfortunately faded away a number of years ago.

The Deputy General Manager of Southern Midlands Council approached the Deputy Chairman of PBT, a long time friend, and asked if it would be possible if one of the PBT events could be held in Oatlands, as Highland Gatherings link very well to the heritage of Oatlands, given there were various Scottish and Irish Regiments, along with their Pipers and Drummers that called Oatlands their Regimental Barracks throughout the 1800s. Further he said that the sound of the Massed Bands playing 'Scotland the Brave', along with the 'Black Bear,' which is the traditional music they play when the Regiments march back to barracks of an evening, would bring smiles & great pleasure to the assembled crowds in Oatlands.

The two of them then also thought that they would explore the opportunity of including the Callington Mill Distillery in the event. Callington Mill Distillery generously offered to provide sponsorship for the event. With a history stretching back as far as the 11th Century, Scottish whisky, also known as Scotch, is an important part of the Scottish and Celtic identity and a perfect fit for a Highland Gathering. With Callington Mill Distillery's Award winning Distillery building design and Award winning Whisky it provided a wonderful and unique connection for the event.

The Deputy Chairman of PBT took the idea to PBT, they embraced the opportunity and agreed to hold their 2025 State Championships in Oatlands.

What better place for a Highland Gathering could there be but Oatlands?

- ❑ Oatlands has the largest number of intact Georgian buildings in a Village environment in Australia;*
- ❑ It is truly a 'living & active' historic Village;*

These are just a few reasons why it is highly appropriate that Oatlands is recognised as the perfect location in Tasmania and indeed, Australia, to host a Highland Gathering.

"If you have Gaelic, Celtic, and/or Scottish ancestry?" The Community were asked, "then to join us, after pressing kilts, tuning bagpipes, and donning tartans." They were asked to come dressed for the occasion even if just for the love of the sound of the pipes and drums.



Why We Did This

Council wanted to...

- Use a significant event to bring the Community together and focus on the many endearing aspects of Oatlands and to demonstrate what can happen when everyone is engaged & benefiting in 'a whole of Village event'. Creating a Win – Win experience for the whole Community;
- Respond to a large number of people in Oatlands who were keen in having a 'Highlands focused cultural event';
- Raise the profile and tourist experience (intra-state as well as inter-state) of Oatlands & the Southern Midlands;
- Showcase Oatlands' heritage buildings to the general public; and
- Showcase Oatlands as a 'living historic Village' with a considerable amount of Celtic pedigree.

Pipe Bands Tasmania wanted to...

- Have a welcoming venue for its State Championships;
- Work with the local Council in providing a safe and enjoyable experience for the Community';
- Recognise the role that Oatlands has played in the role of nurturing Celtic traditions such as pipe bands from the Regiments of the mid 1800s;
- Provide a vibrant and culturally significant event around their passion for the pipes and drums; and
- Work cooperatively with Callington Mill Distillery and Southern Midlands Council to create a meaningful event in the Oatlands calendar

Callington Mill Distillery wanted to...



- As a Partner, add value and creativity to the event in supporting PBT and Council;
- Support a culturally significant event that meaningfully connected around their passion for award winning Whisky; and the cultural aspects of Scottish heritage;
- Offer a lunch menu of Scottish delicacies to complement the spirit of the event; and
- Trial a Barrel Racing event to introduce some Highland Games activities.





How Did We Do It and What Made it a Success

We

- *Established a Working Group in supporting the event*
 - *Tony Coen OAM, Deputy Chairman of Pipe Bands Tasmania (PBT)*
 - *Rizk Mawass, General Manager Callington Mill Distillery (CMD);*
 - *Andrew Benson, Deputy General Manager, Southern Midlands Council (SMC)*

the Working Group drew on their respective Teams in energetically moving the project forward on a very tight timeline;
- *Embraced the professionalism and organisational ability of PBT with their well renowned piping and drumming events;*
- *Developed a comprehensive Event Management Plan;*
- *Had great social media support through the Heritage Highway Tourism Region Inc, Destination Southern Tasmania, and CMD promoting the event through their client base Facebook, as well as other advocates;*
- *Understood the learnings from the six Heritage & Bullock Festivals since 2018;*
- *Engaged with the Oatlands High Street Traders;*
- *Honoured the underpinning principles, of Oatlands events, ie Integrity, Traditional, Authenticity, Skills, Craftsmanship, & Heritage; and*
- *Recognised and harnessed the specific roles, energies and passions of the three organisations in the Working Group.*



Massed Bands - Official Opening



Mayor Edwin Batt and the Massed Bands forming up ready for the official opening of the State Championships



Mayor Edwin Batt's Speech at the Official Opening

Good Morning, Ladies and Gentlemen, Friends, and Enthusiasts of Highland Culture, my name is Edwin Batt and I am the Mayor of Southern Midlands Council. It is with great pleasure that I welcome you all to this spectacular celebration of heritage, music, and community—the Oatlands Highland Gathering 2025.

Today, we come together to honour the traditions of the highlands, a culture that has travelled across oceans and generations, bringing with it the evocative sounds of the pipes and the beating heart of the drums. These sounds stir something deep within us - pride, connection, and the joy of belonging.

I extend my gratitude to the organisers, volunteers, and, of course, the talented pipe bands who have travelled from near and far to be with us. Without your dedication and passion, events like this would not be possible. Thank you for your unwavering commitment to keeping this tradition alive and thriving.

I would like to acknowledge

Pipe Bands Tasmania; Chairman - Michelle Haysom; Deputy Chairman - Tony Coen OAM; Deputy Chairman - Peter Scales; Secretary Nick Haysom; along with the other Committee Members

The Judges and Officials at the Oatlands Highland Gathering:

Stewart Ims – Contest Supervisor; David Telford – Piping (from Victoria); Dougal McConnell – Drumming; Peter Scales – Drill & Dress, Along with

Council Officers who have supported the Gathering with logistics along with marketing; and finally

Callington Mill Distillery who have provided sponsorship for the event, along with crafting the Barrel Racing competition for us here this afternoon at 1230, where we are now standing.

The metaphorical connection between Whisky, Bagpipes and Tartans is unmistakably Celtic and this location in Callington Park alongside the Mill with its sandstone and Georgian buildings, which would have echoed the pipes and drums of Regiments who would have been Garrisoned here, in Oatlands during the mid to late 1800s, is highly appropriate for such a Gathering as this.

This gathering is more than a competition or performance. It is a celebration of resilience and spirit - a nod to the past, a vibrance in the present, and a promise for the future. Whether you are here as a seasoned piper, a first-time drummer, or a captivated audience member, you are part of this legacy.

Let us celebrate the art, skill, and camaraderie displayed here today. May the music lift our spirits, bring us together, and remind us of the beauty of shared traditions. With that, I am honoured to declare the Oatlands Highland Gathering – the State Championships officially open. May the tunes be strong, the steps be lively, and the memories everlasting! Thank you, and enjoy the day!



Oatlands Highland Gathering 2025

Pipe Bands Tasmania – Participants & Adjudicators



The Old Pretenders
Pipe Band





Pipe Bands Tasmania – State Championship Results

Selection Of Marches:

- 1st Tasmania Police Pipe Band*
- 2nd St Andrews Caledonian Pipe Band No1*
- 3rd Burnie Highland Pipe Band*
- 4th St Andrews Caledonian Pipe Band No 2*

Medley:

- St Andrews Caledonian Pipe Band No 1*

March, Strathspey and Reel:

- Tasmania Police Pipe Band*

Limited Area Quickstep:

- St Andrews Caledonian Pipe Band*

Dress:

- Tasmania Police Pipe Band*

March Off :

- Tasmania Police Pipe Band*



The Old Pretenders
Pipe Band

Southern Midlands Council – Logistics and Marketing



Oatlands Highland Gathering 2025



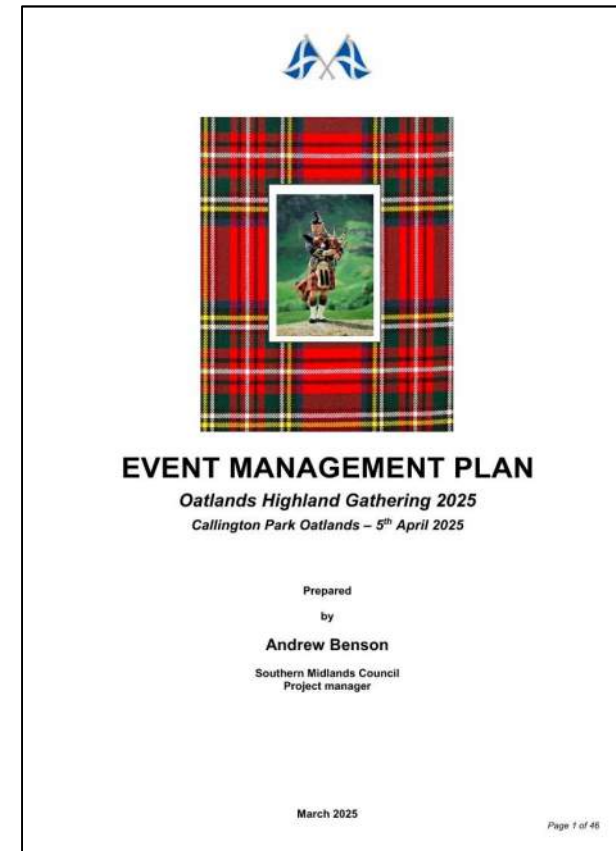
The flag of St Andrew was raised on the Oatlands Council Chamber flagpole to show a warm welcome to participants and visitors alike.



The Village was picture perfect, as was the site thanks to the Council works team.



Signage on the Midland Highway (Heritage Highway).



A 46 page Event Management Plan was developed to cover logistics, safety, traffic management, food vendors, facilities and related matters, ensuring that all of the Gathering's elements were covered with rigor & efficiency, ensuring an incident free event.

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Southern Midlands Council - Logistics

SOUTHERN MIDLANDS COUNCIL

TEMPORARY ROAD CLOSURE
LOCAL GOVERNMENT (HIGHWAYS) ACT
1982
HIGH STREET & BARRACK STREET
OATLANDS
SATURDAY 5th APRIL 2025

Notice is hereby given that, pursuant to Section 19 (1) (c) of the Local Government (Highways) Act 1982, High Street, Oatlands between Victoria Street and Dulverton Street, Oatlands will be closed to all classes of traffic on Saturday 5th April 2025 between the hours of 2.30pm and 4.30pm.

During this time the Oatlands Highland Gathering and associated activities will be conducted.

Drivers of all vehicles are requested to show due care and attention in following directions provided by officers on site, whilst observing the road signs that will be displayed. Council apologises for any inconvenience that this may cause.

TF Kirkwood
GENERAL MANAGER

For Hobart Mercury Sat 29th March 2025

Oatlands Highland Gathering – 5th April 2025
Proposed Traffic Management Arrangements – 1430hrs to 1630hrs

Callington Mill Distillery – Entertainment & Sponsorship



Oatlands Highland Gathering 2025



The Callington Mill Distillery Barrel Races – The Highland Games component of the 2025 Gathering. This was a fun and competitive event celebrating Scottish whisky heritage, requiring strength, strategy, and precision. Competitors rolled a whisky cask across a designated track, racing against time to win the top prize.
1st Place: 1 Bottle of Entropy Whisky (valued at \$160), **2nd Place:** Trio Whisky Pack (valued at \$159), and **3rd Place:** 1 Bottle of Enigma Whisky (valued at \$95)



Callington Mill Distillery – A Wonderful Menu

SCOTTISH THEMED LUNCH

Entrée Options:

- **Smoked Duck and Beetroot Salad (N, GF)**

Smoked duck breast on a bed of radicchio and chicory, confit beetroot, orange segments, roasted hazelnuts, and a drizzled whisky vinaigrette. *Pairs with earthy or unpeated oaky whisky.*

- **Haggis Bon Bon (D, G)**

Savory crust haggis croquettes, served with house whisky aioli. *Pairs with heavily sherried and full-bodied whisky.*

Main Course Options:

- **Chicken Balmoral (D, GF)**

Haggis stuffed chicken, served with neeps and tatties, sautéed Tuscan kale, and whisky cream sauce. *Pairs with cinnamon spice, cherry, and vanilla notes whisky.*

- **Venison Eye Fillet (GF, D)**

Spice-rubbed venison fillet, braised red cabbage, crusted oatmeal roast potato, served with whisky jus. *Pairs with smoky or sherried whisky.*

Dessert Options:

- **Raspberry Cranachan Trifle (D, G)**

A twist on a Scottish classic with layered whisky cream, fresh raspberries, and crunchy toasted oats. *Pairs with a light, floral whisky.*

- **Brown Butter Pecan and Pear Tart (D, G, N)**

A rich nutty crunch tart, served with vanilla ice cream and whisky caramel sauce. *Pairs with lightly peated whisky.*





BBQ at the Drovers Hut in Callington Park





What Was Achieved – ‘Reinventing Rural Places Research’

[EXTRACT]

‘Reinventing Rural Places - The extent and impact of festivals in rural and regional Australia’ 2009; University of Wollongong

“It is clear that generating income is not one of the main priorities of rural festivals; their real purpose is promoting an activity, theme or locality. This is not to say that festivals cannot generate benefits of an economic nature for their local communities. In 2009, with an estimated attendance of 9,500, the Parkes Elvis Revival Festival brought in \$6 million in direct visitor expenditure (at an average of \$643 per visitor). In 2008, with an attendance of 22,000, the Deniliquin Ute Muster generated direct visitor expenditure of \$13 million (at an average of \$610 per person). Even in much smaller festivals, their relative impact is notable: at the Gromfest youth surf carnival in Lennox Head, Northern NSW, 1200 visitors attended, spending \$472 per person on average. This translated into nearly \$600,000 of spending, injected into the small town over the course of a weekend. Indeed, herein lies a common characteristic of festivals: their organisers may make no or little direct profit, but instead they catalyse meaningful monetary benefits for their surrounding communities as a flow-on effect – through tourism visitation expenditure, through the hiring of local expertise, and sourcing local services and materials. Benefits are felt most by an array of local small businesses that are functionally connected to the festival, such as cafes and restaurants, sound and lighting equipment hire, waste management, hotels and motels, pubs, printers, advertising agencies, legal services and catering companies.”

[END OF EXTRACT]





Oatlands Highland Gathering 2025

What Was Achieved – Visitors, Volunteers, Economic Benefit, and Marketing

*Through a careful analysis it is estimated that in the order of **520 people attended the Gathering on the day.***

*Based on an estimated spend in accordance with the aforementioned Report 'Reinventing Rural Places' \$50/person is quite a conservative estimate, therefore multiply the **\$50 x the number of attendees 520 = \$26,000.00** that stays in the Community as an economic benefit from the Gathering.*

*There were an **estimated 200 volunteer hours** provided in the planning, activities and windup of the Gathering.*

Social Media Marketing

The Heritage Highway Tourism Region Association included the Oatlands Highland Gathering 2025 event in an online article and funded a boosted post campaign dedicated to the event pointing to this article.

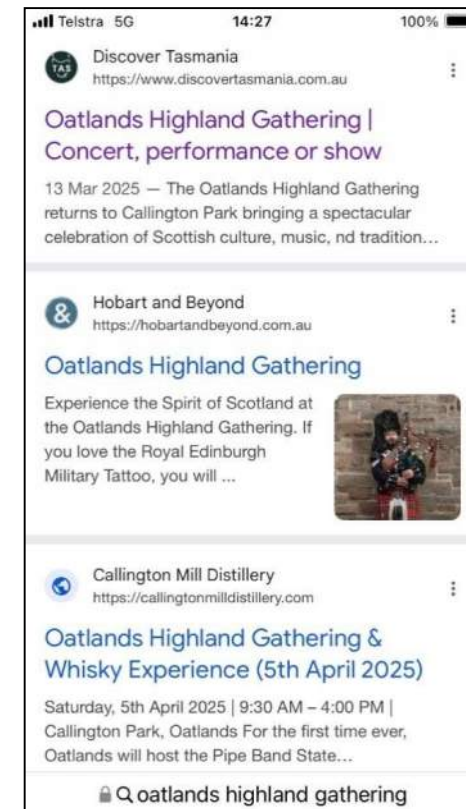
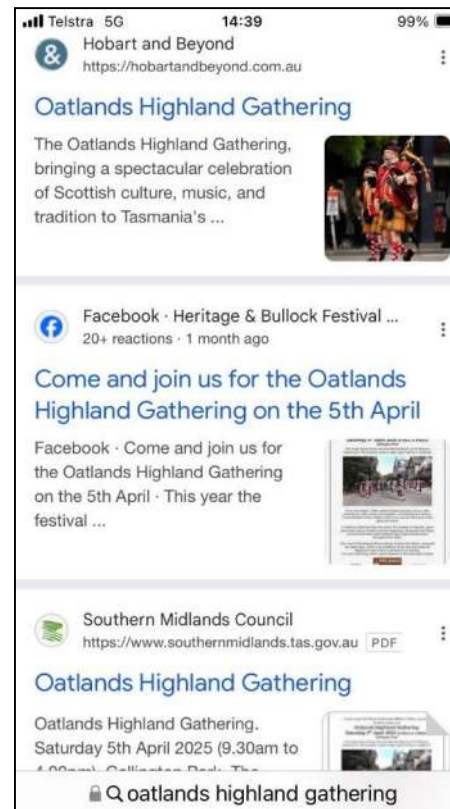
The results from the boosted posts are below:

Post impressions (how many times it was put in front of anybody)	20,493
Post reach (how many unique individuals saw it, some may have seen it multiple times)	12,996
Post results (click throughs)	1,500
Page views of the blog/article https://hobartandbeyond.com.au/blog/oatlands-highland-gathering/	2,062

In addition Callington Mill Distillery provided a major Facebook campaign to their customer base.



Nick Haysom, Secretary of PBT was interviewed by the ABC Mornings Show about the event.





Acknowledgements

A huge thankyou to those people who have contributed to make this Gathering enjoyable and indeed a success. There are too many to mention them all individually here, but they will know who they are and they will reflect, I am sure, in a very positive manner as they have read through this document. Some specific acknowledgements are noted below.

The Drum Majors, Pipers and Drummers who made the event such a wonderful experience for all who attended;

The Gathering's Judges and Adjudicator's who judged the rigor and professionalism of the contestants;

Pipe Band Tasmanian Committee Board Members for their confidence in working with Callington Mill Distillery and Southern Midlands Council to bring the event together;

The Working Group and their respective Teams were a passionate and energetic group that worked together exceptionally well;

Tasmania Police for their assistance and support for the road closures and throughout the Gathering;

The Broadmarsh Elderslie Progress Association Inc. for the BBQ in the Drover's Hut that supported the Gathering;

The High Street Traders and indeed the whole Community embraced the spirit of the Gathering, showcasing Oatlands to be a wonderful 'living' historic village;

The Volunteers that participated in the Gathering were amazing;

The sponsorship by Callington Mill Distillery has been greatly appreciated, along with the Barrel Race, our 'taster' for the Highland Games at the event next year;

The Mayor, Councillors, General Manager and Council Officers of the Southern Midlands Council have been a main stay for the overall logistics of the Gathering; and finally

Those community members and visitors who attended wearing their kilts, which certainly added to the significance of the event.



APPENDIX – Program





APPENDIX – Program



Pipe Bands Tasmanian - State Competition Finals



Program

- 0945 The competition starts with a selection of marches, including Dress and March off, then Medley and then the March, Strathspey and Reel.
- 1050 The Bands will play on the march, into the Callington Park parade ground through the gateway in the sandstone wall then will form up in front of the officials marquee
- 1100 Official Opening by Mayor Edwin Batt
- 1110 Massed Bands will play and continue the competition
- 1200 Lunch
- 1230 Barrel Rolling Competition by Callington Mill Distillery
- 1300 Bands perform limited area quickstep
- 1315 Bands Public Display
- Four bands 10 minutes each
- 1420 Massed bands form up for step-off
- 1500 Competition Results announced
- 1530 Mass bands parade along Barrack Street and High Street within the Oatlands Village
- 1630 Finish

Tunes

- Advance** – Bonnie Dundee & One Hundred Pipers
- Retreat** - Scotland the Brave & Badge of Scotland

Massed Bands – Street Parade

- Mari's Wedding & Barren Rocks
- 6/8 Drum Break (PBA massed band score)
- Green Hills & Battle's O're
- 6/8 Drum Break (PBA massed band score)
- Scotland the Brave & Badge of Scotland
- 6/8 Drum Break (PBA massed bands score)
- Bonnie Dundee & One Hundred Pipers
- 6/8 Drum Break (PBA massed bands score)



Proudly Supported
by



Flour Mill Park Concept Design Report

We acknowledge and respect the palawa/pakana peoples of lutruwita (Tasmania) and the Aboriginal and Torres Strait Islander Peoples across Australia as the traditional custodians of our shared lands, waters and seas.

We recognise their unique ability to care for Country and their deep spiritual connection with the land, waters and seas – the same land, waters and seas which are a central focus of our profession.

We honour Elders past, present and emerging whose knowledge and wisdom will ensure the continuation of Aboriginal and Torres Strait Islander cultures.



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SITE ANALYSIS



Key:

- Scope of works
- Lot boundaries
- Extent of DECYP land
- Pedestrian path
- Road crossing
- +73.3 Spot heights
- Building footprints
- Stormwater pit inlet
- Play equipment
- Fitness equipment
- Pump track
- Tennis courts
- Park shelter
- Sculptures
- Light pole
- Bin
- Vegetation

Scale: 1500 @ A3

SITE PHOTOS



1 Heritage Campania Flour Mill building with recent building additions of varying materials



2 View of playspace, fitness equipment, shelters and car park



3 View of tennis courts reused by young children for scooters and toy cars



4 View of playspace, bbq shelter and sandstone toilet block



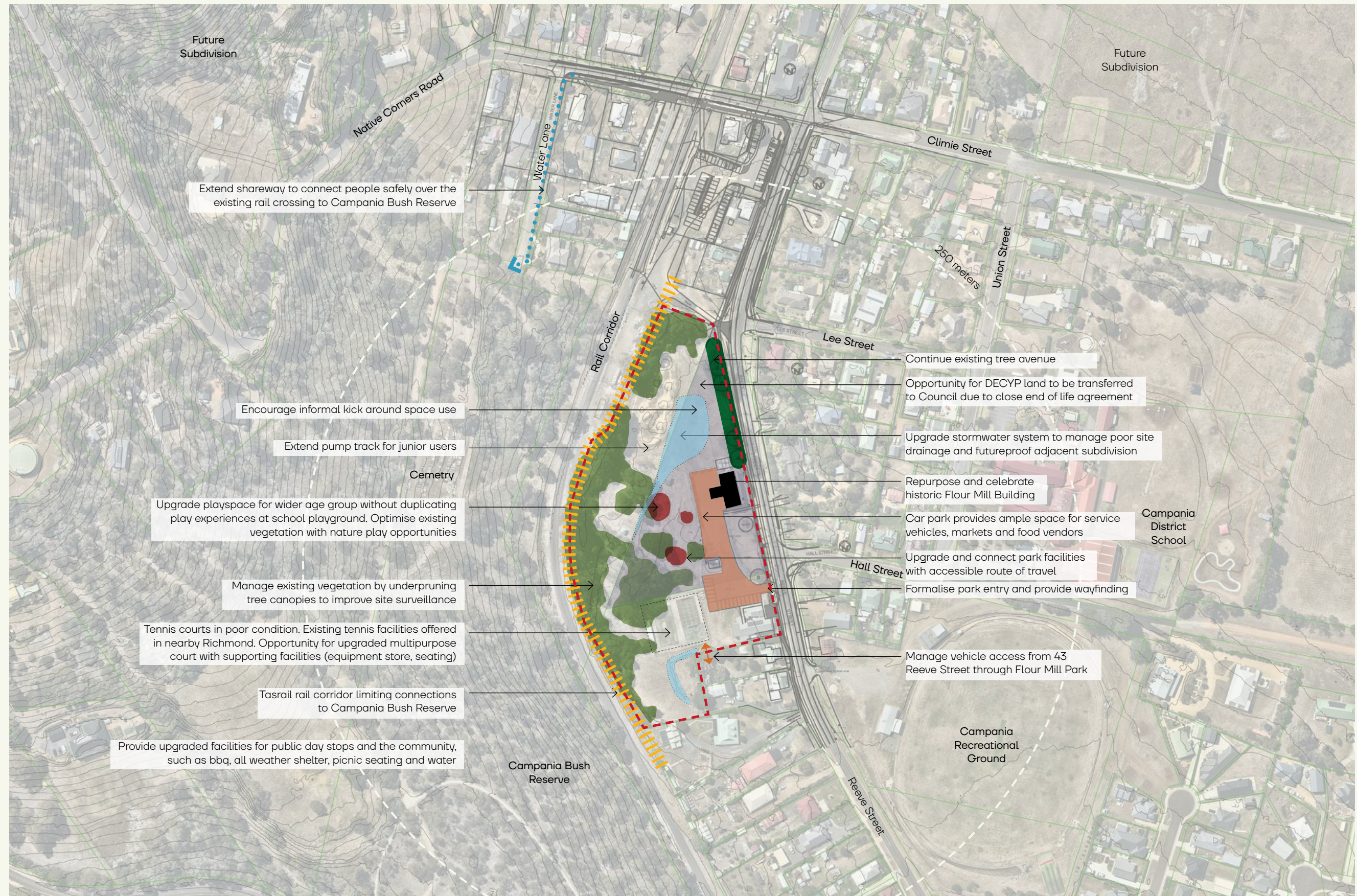
5 View of Campania Flour Mill building with fitness equipment and car park



6 View into vegetation adjacent to TasRail boundary interface



OPPORTUNITIES AND CONSTRAINTS



Scale: 1500 @ A3



GUIDING LANDSCAPE PRINCIPLES



01

RESPECT

- Respond and contribute to the historic and natural context, the local landscape character and sense of place.



02

ENGAGING

- Support social engagement and physical activity encouraging resilient communities and improved social outcomes.
- Create playful spaces for people of all ages and abilities.



03

DIVERSE

- Offer a diverse range of spaces for primary aged students for degrees of social interaction and scales of students.
- Support the diverse needs of the public community and visitors
- Complement play experience at Campania District School

INDICATIVE LAYOUT



Key:

- ① Primary route of travel loop path providing access to all park facilities, amenities and to adjacent streets
- ② Secondary route of travel providing access to playspace areas
- ③ Informal access route over grass
- ④ Formalise park entry for vehicles and pedestrians with an entry statement
- ⑤ Upgraded **playspace** with designated zones for junior, youth and nature play. Accessed from path network, optimising existing trees, fitness equipment and links to pump track
- ⑥ Upgraded **hardcourt** with multipurpose half court. Additional basketball, ping pong tables and supporting amenities such as all weather shelter, picnic tables, drinking fountain
- ⑦ Extended **pump track** for junior users with close proximity to playspace
- ⑧ Formalise existing car park with linework, feature paving to define pedestrian zones and landscaping
- ⑨ Regrade turf kick around space with stormwater upgrade works to prevent poor drainage
- ⑩ Strengthen vegetation buffer to TasRail boundary
- ⑪ Introduce park wayfinding and directional signage for the park and surrounds to deter TasRail crossings
- ⑫ Integrate **heritage interpretation** of the Old Flour Mill and regional context into landscape elements

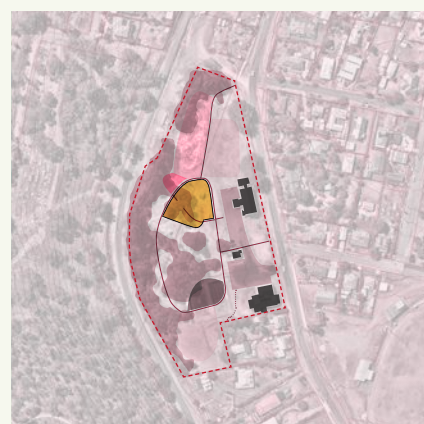
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JUNIOR, YOUTH AND NATURE PLAY

Feedback on play opportunities were identified by Campania District School, general community and stakeholders. The engagement identified there is a need for diverse, interesting and engaging play options with adequate amenities.

Popular play options included a nest swing, skate park, water play, obstacle course and climbing. Younger children identified a wider range of play choices including monkey bars, hammock, turf kick around space, see saw and nature play.

There is the opportunity to provide a playspace catered for all ages. The playspace will retain a similar centralised location providing inclusive access and connection to the existing car park and clear surveillance from Reeve Street. This location optimises the existing mature tree canopies for nature play and shade.



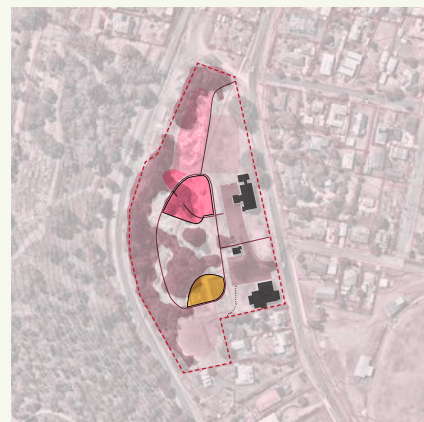
HARDCOURT

The existing tennis hardcourts are in poor condition with tennis facilities offered in nearby Richmond. The hardcourt is also used by young children with balance bikes and scooters, as well as a track for remote control cars.

There is the opportunity to remove the existing courts, fencing and shelter and relocate the young children's pump track use with the existing pump track.

An unfenced half basketball court could be installed with supporting uses and amenities. Suggestions by the community include pickle ball hard courts, ping pong tables, seating, shelter and drinking water.

Opportunity for public art creating a local identity to the space.



HERITAGE INTERPRETATION

Campania Old Flour Mill is a heritage listed Victorian Georgian building dating back from 1884. It was designed by William Greenlaw as a two-storey storage building adjacent to the railway. The Mill ground floor which was grown on the Campania Estate and was awarded a gold medal at the Centennial Exhibition in Melbourne in 1888.

The Old Flour Mill holds a special significance within the region with the opportunity to increase its use for the school and community, such as a cafe, art gallery. The space could also provide location for park equipment storage, such as ping pong bats.



The Old Flour Mill

Heritage interpretation could be integrated into the landscape context of Flour Mill Park such as:

- Incorporate sandstone material or stonemason techniques within the landscape to reference the Old Flour Mill building material.
- In ground interpretation mapping of Old Flour Mill in context to the greater Campania Estate, general store and any other historic sites within Campania.
- Signify importance of the rail head and influence at Campania with the use of materiality such as sleepers and track ballast.
- Reinstatement of the water well with heritage interpretation.
- Playground theming from heritage context.

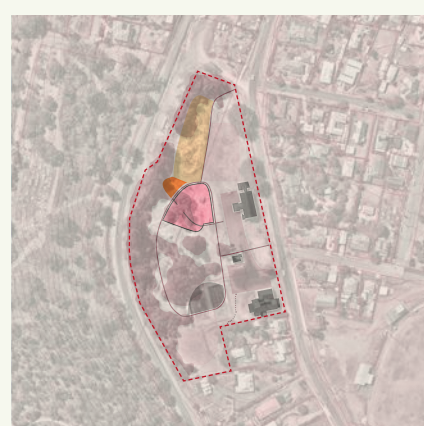


PUMP TRACK

The existing pump track is used by children over 10 years of age, with younger children using the existing tennis courts for bikes and scooters.

There is the opportunity to extend the pump track with a separated section for a younger age group. Surfacing material upgrade should be considered increased usage by younger riders, winter month use and by other bikes including BMX, MTB, balance bikes, kids bikes as well as skateboards, scooters and in-line skates.

There is opportunity to increase user amenity for the pump track including seating and a drinking fountain.



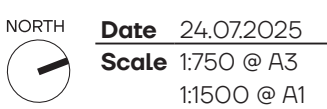


Key:

- | | | | | | |
|---|---------------------------------|--|--|---|--|
| 1 Primary path | 7 Shelter with barbeque | 13 Youth play - climbing net | 19 Upgraded fitness equipment | 26 Repurpose Old Flour Mill Building and surrounds for community use and benefit such as cafe, community and function space, art space, markets, outdoor food vendors | <p>Crime Prevention Through Environmental Design (CPTED) has been addressed for Flour Mill Park to address previous incidents of serious vandalism, misconduct and misuse. Natural surveillance has been adopted to maximise visibility throughout Flour Mill Park. This is through minimising obstructions and clear sightlines through the proposed park facilities for crime prevention.</p> <p>Key facilities and amenities are located near Reeve Street allowing for easy observation of activities by park users and passers by. Clear signage will assist users with wayfinding throughout Flour Mill Park.</p> <p>Existing vegetation density is to be reviewed with crown lifting existing tree canopies and reducing shrubbery over 1m in height. Proposed vegetation will be selected to enhance visibility instead of creating blind spots.</p> |
| 2 Secondary path | 8 Drinking fountain | 14 Youth/junior play - swingset including basket swing | 20 Upgraded pump track | 27 Wayfinding signage to direct users throughout the site and to shareway connection to Campania Nature Reserve | |
| 3 Feature paving | 9 Relocated waste bin | 15 Junior play - train themed play unit | 21 Junior pump track | X Heritage interpretation opportunity locations with the Old Flour Mill, water well, playground, signage and landscape materials | |
| 4 Controlled lighting to primary paths for public amenity | 10 Fencing to TasRail boundary | 16 Junior play - group rocker | 22 Half basketball court with painted supergraphics over playing surface and surrounds | | |
| 5 Formalised car park with linework, landscaping and feature paving | 11 Youth play - double cableway | 17 Nature play - music play, tipi, balance beams, step stones, dry creek bed | 23 Ping pong tables | | |
| 6 Shelter with picnic setting | 12 Youth play - spinner | 18 Train sleeper heritage play interpretation with gradation of activity challenges: balance beams to parkour adventure play | 24 Turf kick around space for informal games with improved drainage | | |
| | | | 25 Entry statement with tree planting | | |

Flour Mill Park Concept Plan

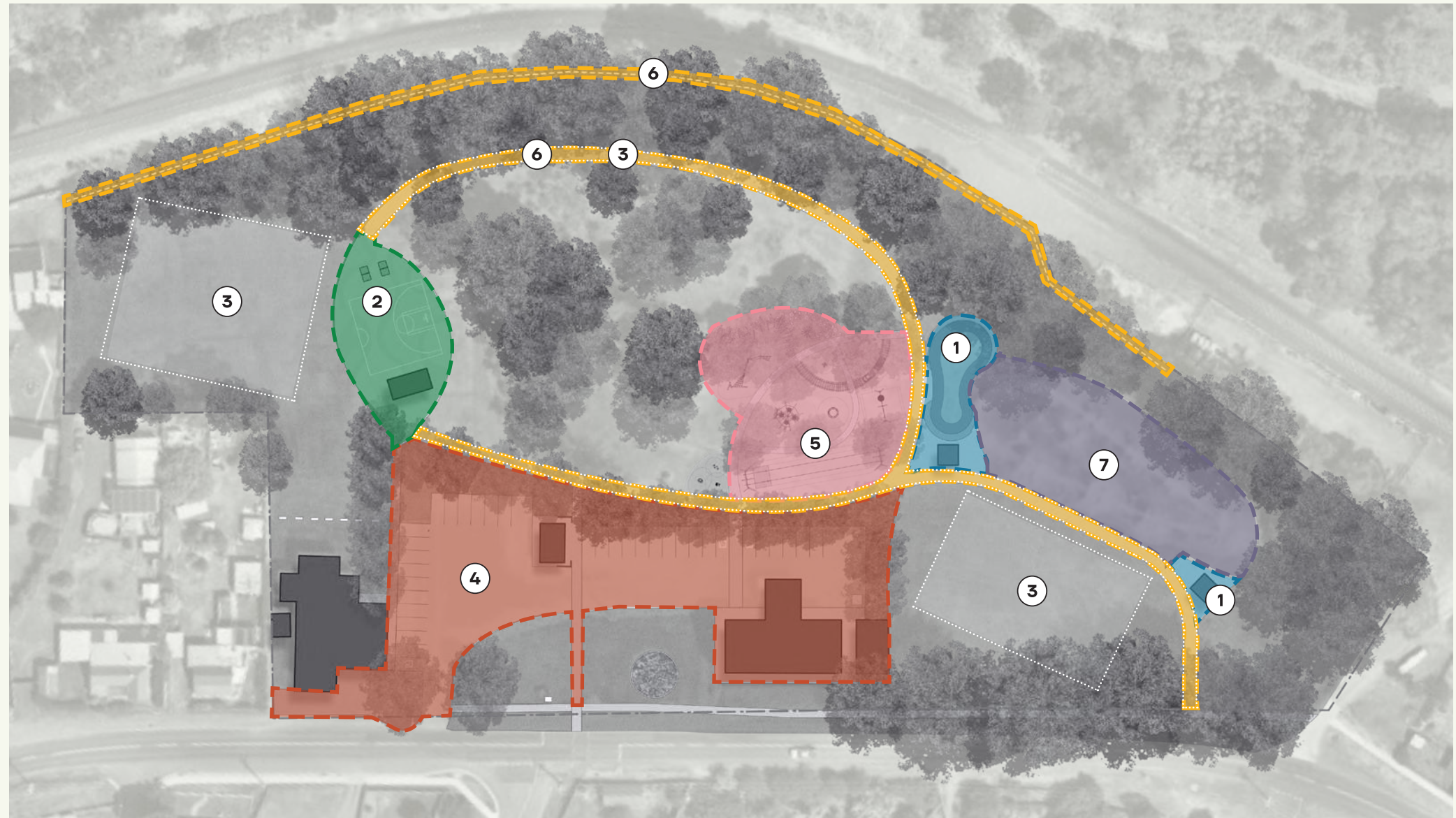
Reeve Street, Campania
PREPARED FOR SOUTHERN MIDLANDS COUNCIL



IMPLEMENTATION PLAN

Flour Mill Park will be implemented over the years with an indicative staged approach below.

- ① New junior pump track and shelter amenities
- ② Removal of existing tennis court and replacement of youth area with half basketball court, ping pong tables and shelter amenities
- ③ Upgraded underground stormwater pipe for future adjacent subdivision and regraded turf kick around space. Temporary gravel access paths.
- ④ Upgrade car park, feature paving and planting
- ⑤ Replace playspace
- ⑥ Upgrade path network, lighting and fencing
- ⑦ Upgrade pump track with bitumen



INDICATIVE PLANT SPECIES

Plant species derived from the endemic *Eucalyptus viminalis* grassy forest and woodland

Trees



Allocasuarina verticillata - Drooping Sheoak



Eucalyptus ovata - Black Gum



Eucalyptus pauciflora - Cabbage Gum



Eucalyptus viminalis - White Gum



Leptospermum scoparium - Common Teatree

Understorey



Dianella revoluta - Spreading Flaxlily



Diplarrena moraea - White Flag Iris



Leptorhynchos spp. - Buttons

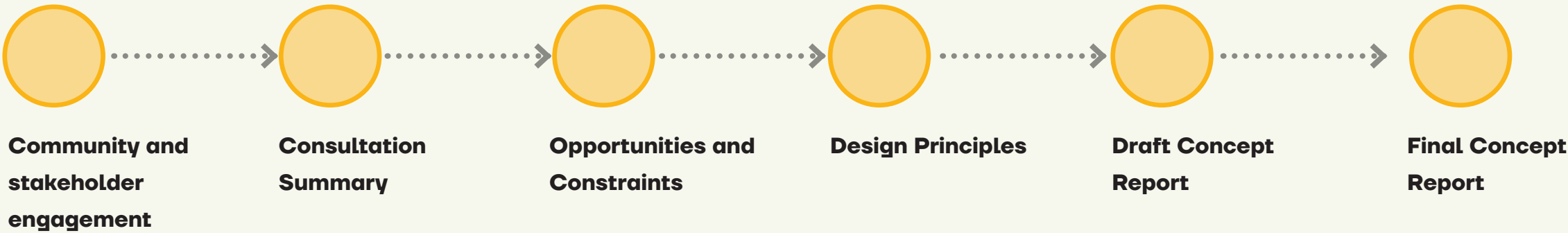


Lomandra longifolia - Sagg



Viola hederacea - Ivyleaf Violet

PROJECT PROCESS





DRAFT TERMS OF REFERENCE

CAMPANIA CEMETERY MANAGEMENT COMMITTEE

Established as a Special Committee by the Southern Midlands Council under the provisions of Section 24 of the *Local Government Act 1993*.

1. INTERPRETATION

In these Terms of Reference unless otherwise stated:-

"The Council" shall mean the elected Council of the Southern Midlands.

"The Committee" shall mean the Committee of Management of the Campania Cemetery appointed by the Council.

"The Property" shall mean the Council property known as the Campania Cemetery, situated at 21 Water Lane, Campania (PID 3140690).

2. OBJECTS

The objects of the Committee shall be:-

- (a) To provide advice and recommendations to Council as the Cemetery Manager, particularly in relation to any site improvements that can be considered as part of the Council budget process;
- (b) To provide advice and recommendations to Council as the Cemetery Manager should any issues arise or be referred to the Committee for consideration; and
- (c) To develop, upgrade and maintain the property and its facilities.

3. POWERS AND OBLIGATIONS

The Council has appointed the Committee for the purposes of assisting Council to manage the property and in order to achieve the objects outlined above empowers and obliges the Committee as follows:-

- (a) To expend funds towards the development, enhancement, day-to-day maintenance and operations of the property (within the allocated budget);
- (b) The Committee may not hire staff for the purpose of caretaking and maintaining the property, but may engage contractors for this purpose after consultation and in accordance with the directions of the Council's General Manager.
- (c) All fixtures, fittings, equipment and appliances provided with or for the property by Council or donated by any party or purchased by the Committee shall be and remain the property of Council;

4. COMMITTEE & OFFICE BEARERS

- (a) The Committee shall be comprised of the following:
 - i) One representative of Council as determined from time to time by Council; and
 - ii) At least eight community representatives as determined from time to time by Council.



(b) The Council representative is the appointed chair of the Committee, and the Committee shall appoint the following Office Bearers, with all members being eligible for nomination.

- Vice Chairperson; and
- Secretary.

The Office Bearers shall be appointed at the inaugural meeting of the Committee, and shall hold office until otherwise determined by the Committee.

5. DUTIES OF OFFICE BEARERS

The duties of the Office Bearers shall include:

CHAIRPERSON

The Chairperson may chair all meetings of the Committee.

The Chairperson shall instigate policy initiatives in consultation with the Council. The Chairperson shall issue all public statements on behalf of the Committee after first referring such statements to the Council for the Council's consent.

The Chairperson shall submit a report on the maintenance / upgrade needs of the property to Council's Facilities & Recreation Committee by no later than 30th April, each year.

VICE CHAIRPERSON

The Vice Chairperson shall chair meetings of the Committee should the Chairperson be absent or should the Chairperson choose not to chair that meeting.

SECRETARY

The Secretary shall keep the minutes of all meetings of the Committee.

The Secretary shall forward a copy of all minutes to Council for information and endorsement of recommendations where appropriate. The Secretary shall be responsible for correspondence and any other duties as delegated by the Committee.

GENERAL MEMBER

General Members of the Committee shall attend Committee Meetings, serve on Subcommittees as appropriate and perform any duties as delegated by the Committee.

6. TERMINATION OF OFFICE BEARERS

- (a) Any person elected to the position of office bearer in the Committee shall hold office until a decision is made by the Committee to elect a successor.
- (b) The Committee may seek to expel any member of the Committee whose conduct in the opinion of the Committee or the Council is discreditable or injurious to the character or interests of the Committee and the Council.



- (c) Where the Committee has made a determination under b) the Committee shall report its finding to the Council together with its recommended course of action. The Council's decision on the report shall be final.
- (d) The position of any elected Office Bearer shall be automatically deemed vacant if that person is absent without leave of absence for three (3) consecutive Committee Meetings.
- (e) Any member may resign from the Committee. Such resignations must be in writing and forwarded to the Secretary.

7. ORGANISATIONAL STRUCTURE

(a) COMMITTEE

There is not set (or maximum) term for Committee members and in the event of any vacancies, an expression of interest process will be initiated.

All members of the Committee specified in Clause 4 of this Constitution may vote at Committee Meetings.

(b) SUBCOMMITTEES

The Committee may appoint Subcommittees for a specified purpose. Any person may be appointed by the Committee as a member.

The Convenor of a Subcommittee shall be a Committee Member and shall report to the Committee on the activities and decisions of the Subcommittee. The Chairperson or in his/her absence the Vice Chairperson shall be an ex-officio member of all Subcommittees.

A quorum shall comprise at least 50% of the members and shall include the Convenor.

A Subcommittee shall not be authorised to expend funds on behalf of the Committee.

8. MEETINGS

(a) COMMITTEE MEETINGS

- i) The Committee shall meet at least twice each financial year unless otherwise determined for the purpose of:-

- Confirming the minutes of the previous meeting;
- Correspondence; and
- General Business.

- ii) A quorum of the Committee shall consist of five members;

- iii) The Committee shall have power to adjourn and otherwise regulate its meetings as it deems fit. Any four members shall have the power to call a meeting of the Committee. The Chairperson of the Committee shall take the chair at all such meetings. Should the Chairperson not be present then the Vice Chairperson shall take the chair. In the absence of the Vice Chairperson the Committee shall elect one of its number to take the chair;

- v) All notices of Committee meetings shall unless extreme urgency arises, be in writing to members at least seven days prior to the date of such meeting.



9. FINANCE

- (a) The Southern Midlands Council will retain responsibility for management and expenditure of these funds, including the annual expenditure budget to be allocated by Council.
- (c) The Southern Midlands Council will receive all future income relating to the property, including burial and wall of remembrance fees;
- (d) Any monies raised by, for or otherwise on behalf of the Committee (including Subcommittees) shall be used solely for the property needs and shall be deposited in the Southern Midlands Council's Bank Account.
- (e) A financial report, prepared by the Council, will be submitted to each Management Committee meeting.
- (f) Management Committees are strictly prohibited from borrowing funds from any source.

10. TERMS OF REFERENCE

Any proposed changes to these Terms of Reference that may be identified by the Committee and recommended to Council or consideration and approval.

Campania Cemetery

Notes from a community convened meeting held 21st July 2025, Campania Tavern commencing at 7.00 p.m.

Present: Colin Howlett OAM; Robin Howlett; Noel Beven OAM; David Pearce; Alison Pearce; Lee Sweet; Merle Moore and Pat Moles.

Apologies: Rhonda Grice; Margaret Rosendale; Amanda Grice; Michelle Howlett; Jane Howlett; Leonie Parker and Michael Goldsmith.

- Colin Howlett OAM welcome attendees and apologies noted.
- Council General Manager (Tim Kirkwood) briefed the meeting and provided comment in relation to the following:
 1. Master Plan – Campania Bushland Reserve – shows proposed improvements in and around the cemetery (i.e. entrance; fencing; carpark area)
 2. the Cemetery Plan survey (and aerial photograph) – copy circulated
 3. Made reference to the recently established Woodsdale Cemetery Committee and the Terms of Reference adopted for that Committee.

Following discussion, there was full support for the establishment of a Special Committee of Council, with the Terms of Reference being based on the Woodsdale Cemetery Committee. This would include the Committee meeting twice per year.

Comments noted:

- The Terms of Reference should require Council to consult with the Committee prior to making any decisions related to the Cemetery
- Strong community interest in retaining the existing Cemetery Gates (as part of any upgrade plan)
- An issue relating to an existing Wall (the siting to be reviewed at a future site meeting)
- Inspection of trees and pruning as required
- TasWater – evidence of a water break in the vicinity of Water Lane (cemetery access) – to be reported to TasWater

The following persons expressed an interest in being a member of the Cemetery Committee:

Colin Howlett OAM

Robin Howlett

Noel Beven OAM

Merle Moore

Michelle Howlett

Margaret Rosendell

Amanda Grice

Leonie Parker

Michael Goldsmith

Persons willing to be involved on voluntary basis (i.e. working bees etc.):

David Pearce

Alison Pearce

Lee Sweet

Pat Moles

It is proposed to convene a further meeting in late September 2025 following consideration of the proposal by Council.

The meeting concluded at approximately 8.10 p.m.



**MINUTES OF THE MEETING HELD 7th OCTOBER 2025 AT THE CAMPANIA
CEMETERY (ON-SITE) COMMENCING AT 3.00 P.M.**

1. PRESENT

Name:	Email Contact / Address:
Colin Howlett OAM	colinhowlett11@gmail.com
Roslyn Howlett	As above
Merle Moore	29 Wellington Street, Richmond, Tas, 7025
Michelle Howlett	johnandmichele2@gmail.com
Margaret Rosendell	C/-1047 Grass Tree Hill Road, Grass Tree Hill, Tas, 7017
Leonie Parker	leonie.parker2102@gmail.com
Rhonda Grice	11 Billney Street, Richmond, Tas 7025
Janae Roberts	
Alison Pearce	alisonpearce8@icloud.com
David Pearce	As above
Pat Moles	
Miles Dunbabbín- Fazackerley	admin@tasmanpest.com.au 0400 407219
Kris Dunbabbín	As above

Also in attendance: Tim Kirkwood (General Manager) and David Richardson (Manager Infrastructure & Works)

2. APOLOGIES

Name:	Email Contact / Address:
Robin Howlett	Coalriverspraying@gmail.com
Noel Beven OAM	noelbeven@hotmail.com
Margaret Rosendell	C/-1047 Grass Tree Hill Road, Grass Tree Hill, Tas, 7017
Amanda Grice	1047 Grass Tree Hill Road, Grass Tree Hill, Tas, 7017
Michael Goldsmith	m.goldsmith@fire.tas.gov.au

**3. NOTES FROM THE INITIAL COMMUNITY CONVENED MEETING HELD
21ST JULY 2025**

Please refer to the following Notes which were taken at the initial community convened meeting held 21st July 2025 at the Campania Tavern commencing at 7.00 p.m.

Campania Cemetery

Notes from a community convened meeting held 21st July 2025, Campania Tavern commencing at 7.00 p.m.

Present: Colin Howlett OAM; Robin Howlett; Noel Beven OAM; David Pearce; Alison Pearce; Lee Sweet; Merle Moore and Pat Moles.

Apologies: Rhonda Grice; Margaret Rosendale; Amanda Grice; Michelle Howlett; Jane Howlett; Leonie Parker and Michael Goldsmith.

- *Colin Howlett OAM welcome attendees and apologies noted.*
- *Council General Manager (Tim Kirkwood) briefed the meeting and provided comment in relation to the following:*
 1. *Master Plan – Campania Bushland Reserve – shows proposed improvements in and around the cemetery (i.e. entrance; fencing; carpark area)*
 2. *the Cemetery Plan survey (and aerial photograph) – copy circulated*
 3. *Made reference to the recently established Woodsdale Cemetery Committee and the Terms of Reference adopted for that Committee.*

Following discussion, there was full support for the establishment of a Special Committee of Council, with the Terms of Reference being based on the Woodsdale Cemetery Committee. This would include the Committee meeting twice per year.

Comments noted:

- *The Terms of Reference should require Council to consult with the Committee prior to making any decisions related to the Cemetery*
- *Strong community interest in retaining the existing Cemetery Gates (as part of any upgrade plan)*
- *An issue relating to an existing Wall (the siting to be reviewed at a future site meeting)*
- *Inspection of trees and pruning as required*
- *TasWater – evidence of a water break in the vicinity of Water Lane (cemetery access) – to be reported to TasWater*

The following persons expressed an interest in being a member of the Cemetery Committee:

Colin Howlett OAM

Robin Howlett

Noel Beven OAM

Merle Moore

Michelle Howlett

Margaret Rosendell

Amanda Grice

Leonie Parker

Michael Goldsmith

Persons willing to be involved on voluntary basis (i.e. working bees etc.):

David Pearce

Alison Pearce

Lee Sweet

Pat Moles

It is proposed to convene a further meeting in late September 2025 following consideration of the proposal by Council.

The meeting concluded at approximately 8.10 p.m.

UPDATE:

Following this meeting, the Notes were referred to the Council Meeting held 23rd July 2025. In particular, Council was asked to consider the proposal to establish a Special Committee of Council. It was resolved as follows:

DECISION

THAT:

- a) Council support the recommendation from the community meeting to establish a Special Committee of Council for the Campania Cemetery; and***
- b) Terms of Reference be drafted for the Committee for consideration by Council (and the proposed Committee members).***

The draft Terms of Reference were presented to this meeting.

As an outcome of that discussion, the following persons nominated to be considered for appointment by Council as members of the Management Committee:

Name:	Email Contact / Address:
Colin Howlett OAM	colinhowlett11@gmail.com
Robin Howlett	Coalriverspraying@gmail.com
Noel Beven OAM	noelbeven@hotmail.com
Merle Moore	29 Wellington Street, Richmond, Tas, 7025
Leonie Parker	leonie.parker2102@gmail.com
Michael Goldsmith	m.goldsmith@fire.tas.gov.au
Rhonda Grice	11 Billney Street, Richmond, Tas 7025
Myles Dunbabbins-Fazackerley	admin@tasmanpest.com.au

The following persons, whilst not being members of the Management Committee, would continue to be informed of meetings and other activities (i.e. working bees etc.):

Name:	Email Contact / Address:
Roslyn Howlett	As per Colin Howlett
Michelle Howlett	johnandmichele2@gmail.com
Margaret Rosendell	C/-1047 Grass Tree Hill Road, Grass Tree Hill, Tas, 7017
Janae Roberts	
Alison Pearce	alisonpearce8@icloud.com
David Pearce	As above
Pat Moles	
Lee Sweet	
Kris Dunbabbín	admin@tasmanpest.com.au

4. SPECIAL COMMITTEE – DRAFT TERMS OF REFERENCE

For information, whenever a Special Committee of Council is established under section 24 of the *Local Government Act 1993*, the Council must provide the Committee with Terms of Reference and determine the procedures relating to committee meetings.

Draft Terms of reference have been prepared for discussion at this meeting – refer attached. The following are some of the key points:

Objects of the Committee

- (a) To provide advice and recommendations to Council as the Cemetery Manager, particularly in relation to any site improvements that can be considered as part of the Council budget process;
- (b) To provide advice and recommendations to Council as the Cemetery Manager should any issues arise or be referred to the Committee for consideration; and
- (c) To develop, upgrade and maintain the property and its facilities.

Committee Membership

a) The Committee shall be comprised of the following:

- i) One representative of Council as determined from time to time by Council; and
- ii) At least eight community representatives as determined from time to time by Council.

b) The Council representative is the appointed chair of the Committee, and the Committee shall appoint the following Office Bearers, with all members being eligible for nomination.

- Vice Chairperson; and
- Secretary.

The Office Bearers shall be appointed at the inaugural meeting of the Committee, and shall hold office until otherwise determined by the Committee.

Meetings

- i) The Committee shall meet at least twice each financial year unless otherwise determined for the purpose of:-
 - Confirming the minutes of the previous meeting;
 - Correspondence; and
 - General Business.
- ii) A quorum of the Committee shall consist of five members;

RECOMMENDATION

THAT the draft Terms of Reference be considered, and subject to any amendment be referred to Council with a recommendation for approval.

DECISION

Refer Item above - no amendments were identified during the discussion.

5. OTHER BUSINESS

5.1 Site Issues (for inspection)

In reference to the Notes from the first meeting, there were a couple of issues noted for inspection on site:

- Strong community interest in retaining the existing Cemetery Gates (as part of any upgrade plan)
- An issue relating to an existing Wall (the siting to be reviewed at a future site meeting)
- Inspection of trees and pruning
- Other Onsite issues to be considered

Copies of the Master Plan for the Campania Bushland Reserve were circulated at the meeting for information. This Plan was prepared by Philp Lighten Architects and covered the area extending from Clime Street / Water Lane and included the entire bushland area.

A number of comments specifically relating to the Cemetery were noted, including:

- Fully support the proposed fencing (including style of fencing)
- Need to retain that 'natural / bush' environment
- Reticulated water supply through the cemetery
- Need for top dressing in locations

- Seating required;
- General car park improvements;
- Beautification of the existing Walls (e.g. render)
- Pathways (surface options to be considered taking into account up-front capital cost and ongoing maintenance)

As an outcome of the discussion, it was proposed that Council consider the further engagement of Philp Lighton Architects to prepare a Landscape Plan for the actual Cemetery property which would incorporate the above comments. Elements of the Plan can then be prioritised and actioned depending on available budget.

5.2 Any other issues to be raised

Concrete Walkway / Fire trail – report of snakes - consider slashing the sides of the pathway

6. CLOSURE / NEXT MEETING

Meeting closed at 4.00 p.m.



Council Policy **BULLYING, HARASSMENT AND VIOLENCE POLICY**

Approved by: Council
Approved date: ~~27th January 2021~~
Review date: ~~January 2024~~

1. PURPOSE

The Southern Midlands Council's is commitment to providing a respectful workplace that is completely free of workplace bullying and harassment. Workplace bullying and harassment is unacceptable and a risk to health and safety because it may affect the mental and physical health of employees.

2. OBJECTIVE

To outline the approach to preventing and addressing unreasonable behaviour and unlawful conduct, including:

- Promoting a work environment that sustains respectful relationships;
- Providing clear pathways for reporting incidents and resolving complaints, both formally & informally; and
- The consequences of breaching this policy.

3. SCOPE

This policy covers all workers including employees, volunteers and contractors.

4. POLICY

4.1 Definitions

Workplace Bullying:

Is repeated, unreasonable behaviour towards a worker or a group of workers that creates a risk to health & safety.

Workplace Harassment:

Includes offensive, belittling or threatening behaviour towards an individual or group of employees. The behaviour is unwelcome, unsolicited, usually unreciprocated, and often repeated.

Workplace Discrimination:

Occurs when an employer takes an adverse action against an employee or prospective employee because of the person's race, colour, sex, sexual preference, age, physical or mental disability, marital status, family or carer's responsibilities, pregnancy, religion, political opinion or national extraction or social origin.

Repeated Behaviour:

Refers to the persistent nature of the behaviour and can involve a range of behaviours over time.

Unreasonable Behaviour:

Means behaviour that a reasonable person, having considered the circumstances, would see as unreasonable, including behaviour that is victimising, humiliating, intimidating or threatening.



Council Policy **BULLYING, HARASSMENT AND VIOLENCE POLICY**

Approved by: Council
Approved date: ~~27th January 2021~~
Review date: ~~January 2024~~

4.2 Standards of Appropriate Behaviour

Southern Midlands Council encourages a harmonious workplace where workers demonstrate respect for each other and value diversity, equity, equality, fairness and inclusion.

Unreasonable behaviour and unlawful conduct will not be tolerated.

The Code of Conduct captures the professional standards, behaviours and underlying ethics which workers are expected to use to guide their conduct, including the requirement to comply with all relevant legislation.

Further guidance on expected standards of behaviour is provided in documents such as the Enterprise Agreement, Position Descriptions and Workplace Policies and Procedures. Copies of these documents are available from your manager.

4.3 Roles and Responsibilities

Employee's responsibilities

Employees are equally responsible for creating positive, harassment-free workplace by:

- Adhering the Code of Conduct and incorporating these values in performance agreements
- Embracing diversity and supporting an inclusive workplace
- Recognising and appreciating different working styles and/or perspectives
- Contributing to open communication and information sharing
- Taking seriously any incidents of bullying or harassment both for yourself and other employees, by reporting them promptly.

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Manager's responsibilities

In addition to employee responsibilities, managers are equally responsible for creating a positive, harassment-free workplace by:

- Promoting open communication, sharing information
- Being approachable and supporting others when required
- Not diminishing or seeking to excuse reported instances of harassment or bullying
- Providing constructive, regular, reasonable performance guidance
- Embracing diversity and supporting an inclusive workplace
- Recognising and appreciating different working styles and perspectives
- Fostering teamwork and rewarding collaborative behaviour
- Allocating duties fairly, setting clear expectations and realistic deadlines
- Ensuring employees have the knowledge and skills to perform their role
- Providing access to flexible working arrangements
- Encouraging a work-life balance
- Understanding the potential impact of witnessing and reporting an incident of harassment on the broader work area.
- Monitoring potential for, and acting promptly on bullying or harassing behaviour.

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Council Policy **BULLYING, HARASSMENT AND VIOLENCE POLICY**

Approved by: Council
Approved date: ~~27th January 2021~~
Review date: ~~January 2024~~

Human Resources

Human Resources will:

- Take any complaint of bullying or harassment seriously
- Undertake prompt action to ensure all employees concerned feel safe in the workplace
- Conduct informal/formal investigations into any matter reported.
- Protect the confidentiality of those who report and/or experienced harassment or bullying to the extent possible
- Afford principles of natural justice to all relevant ~~practise~~ practice
- Facilitate mediation or professional counselling where appropriate
- For formal investigations engage an external investigator where required
- ~~Make recommendations to facilitate prompt resolution of all complaints of bullying and/or harassment~~
- Make recommendations to facilitate learning opportunities, where they become apparent through the investigation.

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4.4 Be Alert to the Risks

Employees should be mindful that this policy extends beyond the physical workplace and fellow workers. Any worker engaging in or encouraging unreasonable behaviour directed at an individual or group related to the workplace is in breach of this policy, regardless of where or when it occurs.

This includes:

- Work-related functions, on or off site;
- Social websites, eg Facebook, Twitter, etc; and
- Conduct towards clients, councillors and members of the public.

4.5 Reporting

All employees have a responsibility to report inappropriate behaviour informally or formally by email or face to face to a direct Manager and/or Deputy General Manager.

The matter must be reported to Deputy General Manager when a staff member makes a complaint to a Manager that meets the following criteria:

- Is serious or has the potential to be a serious matter
- Is affecting the staff members health and/or well-being
- Is affecting the staff members ability to attend work, or
- Is affecting other staff.

Reports of this nature should include as much information as possible with the name of the complainant and the person who is displaying the alleged behaviour.

Some employees may be concerned that they will be victimised, or discriminated against, for reporting suspected misconduct. For this reason, they may make reports anonymously or request that their identity is kept confidential.



Council Policy **BULLYING, HARASSMENT AND VIOLENCE POLICY**

Approved by: Council
Approved date: ~~27th January 2021~~
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All reports of unreasonable behaviour must be taken seriously and dealt with in a sensitive, confidential, fair and timely manner.

Either a formal or informal process may be appropriate, depending on the nature of the incident. For full procedures on grievance reporting and handling, refer to the separate documents, [Complaints and Grievance Policy](#), [Discipline and Counselling Procedures](#) and [Issue Resolution Policy](#).

Consequences of Breaching this Policy

Breaches of this policy will not be tolerated and may have significant consequences.

Internally

Disciplinary action may be taken and determined as part of the grievance reporting process and may include counselling, behavioural training or in some instances; dismissal. Anyone who victimises a complainant may also be subject to disciplinary action.

Externally

Bullying, harassment, discrimination and violence are prohibited under a number of laws, including:

- Sexual harassment and victimisation are unlawful under the *Sex Discrimination Act 1984 (Cth)* as well as anti-discrimination legislation operating in every State and Territory.
- Workers have duty of care responsibilities under the *Work Health and Safety Act 2012*, as well as the *Fair Work Act 2009*. Bullying, harassment and violence are a workplace hazard.
- Certain violence-related behaviour is prohibited under criminal law. When appropriate, Southern Midlands Council will refer such cases for prosecution.

Individuals may be held personally liable for their own unlawful conduct or for contributing to the unlawful conduct of others. Southern Midlands Council may also be held vicariously liable for the unlawful conduct of its workers.

5. LEGISLATION

Work Health and Safety Act 2012 (Tas)
Work Health and Safety Regulations 2012 (Tas)
Fair Work Act 2009 (Cth)
Anti-Discrimination Act 1998 (Tas)
Sex Discrimination Act 1984 (Cth)

6. DOCUMENT ADMINISTRATION

This Policy is a managed document and is to be reviewed every ~~three~~four (~~3~~4) years or as directed by the General Manager.

~~This document is Version 1.1 effective 27th January 2021. This document is maintained by Community & Corporate Development, for the Southern Midlands Council.~~



Council Policy **WORK HEALTH & SAFETY POLICY**

Approved by: Council
Approved date: [September 2023](#)
Review date: [September 2025](#)

1. PURPOSE

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

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

2. OBJECTIVE

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

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

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

3. SCOPE

This policy applies to all workers of the Southern Midlands Council, [as well as other workers as defined below](#).

Other Worker

[A person who carries out work in any capacity for Council, including work as:](#)

- [\(a\) a contractor or subcontractor;](#)
- [\(b\) an employee of a contractor or subcontractor;](#)
- [\(c\) an employee of a labour hire company who has been assigned to work at Council;](#)
- [\(d\) an outworker;](#)
- [\(e\) an apprentice or trainee;](#)
- [\(f\) a student gaining work experience; or](#)
- [\(g\) a volunteer.](#)

4. POLICY

Management



Council Policy **WORK HEALTH & SAFETY POLICY**

Approved by: Council
Approved date: [September 2023](#)
Review date: [September 2025](#)

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

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

Management will also:

- provide and maintain a work environment free from risks to health and safety
- provide and maintain safe plant (equipment), structures and safe systems of work
- ensure the safe use, handling and storage of plant (equipment), structures and substances
- provide adequate facilities for the welfare of workers in carrying out work
- provide any information, training, instruction or supervision that is necessary to protect all people from risks to their health and safety arising from work activities
- ensure that the health of workers and the conditions at the workplace are monitored for the purpose of preventing illness or injury of workers arising from our business
- consult with workers on all matters relating to health and safety.

Workers

While at work, our workers must:

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

5. LEGISLATION

- *Age Discrimination Act 2001* (Cth)
- *Anti-Discrimination Act 1998* (TAS)
- *Australian Human Rights Commission Act 1986* (Cth)
- *Disability Discrimination Act 1992* (Cth)
- *Fair Work Act 2009* (Cth)
- *Local Government Act 1993* (TAS)



Council Policy **WORK HEALTH & SAFETY POLICY**

Approved by: Council
Approved date: [September 2023](#)
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- *Racial Discrimination Act 1975 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Workers Rehabilitation & Compensation Act 1988 (TAS)*
- *Work Health and Safety Act 2012 (TAS)*
- *Work Health and Safety Regulations 2022 (TAS)*

6. RELATED DOCUMENTS

- *Code of Conduct for Employees and other Workers Policy*
- *Code of Conduct (Elected Members)*
- *Bullying, Harassment & Violence Policy*
- *Computer Use & Electronic Communication Policy*
- *Communications & Social Media Use Policy*
- *Disciplinary Procedure*
- *Disciplinary Policy*
- *Fitness for Work Policy*
- *Issue Resolution Policy*
- *Performance Management Policy*
- *Remote & Isolated Worker Policy*
- ~~*Workplace Behaviour Policy*~~

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7. DOCUMENT ADMINISTRATION

This Instruction is a managed document and is to be reviewed every [42](#) years or as directed by the General Manager.

~~This document is Version 2.0 effective 27-09-2023. The document is maintained by Community & Corporate Development, for the Southern Midlands Council.~~