

SOUTHERN
MIDLANDS
COUNCIL



MINUTES

ORDINARY COUNCIL MEETING

Wednesday, 23rd October 2019
10.00 a.m.

Municipal Offices
85 Main Street, Kempton

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OPEN COUNCIL MINUTES

MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL
HELD ON WEDNESDAY, 23rd OCTOBER 2019 AT THE MUNICIPAL OFFICES, 85 MAIN
STREET, KEMPTON COMMENCING AT 10:00 A.M

1. PRAYERS

Rev Dennis Cousens recited prayers.

2. ATTENDANCE

Deputy Mayor E Batt, Clr A Bantick, Clr A Bisdee OAM, Clr K Dudgeon, Clr D Fish, Clr R McDougall.

Mr T Kirkwood (General Manager), Mr A Benson (Deputy General Manager), Mr D Cundall (Manager, Development and Environmental Services), Mrs J Tyson (Senior Planning Officer), Mr J Lyall (Manager, Infrastructure & Works), Mr B Williams (Manager, Heritage Projects), Miss E Lang (Executive Assistant).

3. APOLOGIES

Mayor Alex Green

4. MINUTES

4.1 ORDINARY COUNCIL MINUTES

The Minutes (Open Council Minutes) of the previous meeting of Council held on the 25th September 2019, as circulated, are submitted for confirmation.

DECISION

Moved by Clr D Fish, seconded by Clr R McDougall

THAT the Minutes (Open Council Minutes) of the previous meeting of Council held on the 25th September 2019, as circulated, be confirmed.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

4.2 SPECIAL COMMITTEES OF COUNCIL MINUTES

4.2.1 SPECIAL COMMITTEES OF COUNCIL - RECEIPT OF MINUTES

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

- Minutes – Lake Dulverton and Callington Park Management Committee – 30th September 2019.
- Minutes – Campania Halls Management Committee AGM – 17th September 2019.

RECOMMENDATION

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

DECISION

Moved by Clr D Fish, seconded by Clr R McDougall

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

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

4.2.2 SPECIAL COMMITTEES OF COUNCIL - ENDORSEMENT OF RECOMMENDATIONS

The recommendations contained within the minutes of the following Special Committee of Council are submitted for endorsement.

- Minutes – Lake Dulverton and Callington Park Management Committee – 30th September 2019.

RECOMMENDATION

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

DECISION

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

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

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

4.3 JOINT AUTHORITIES (ESTABLISHED UNDER DIVISION 4 OF THE LOCAL GOVERNMENT ACT 1993)

4.3.1 JOINT AUTHORITIES - RECEIPT OF MINUTES

The Minutes of the following Joint Authority Meetings, as circulated, are submitted for receipt:

- Southern Tasmanian Councils Authority – Minutes – Nil.
- Southern Tasmanian Councils Authority (Waste Strategy South) – Nil.

DECISION NOT REQUIRED

4.3.2 JOINT AUTHORITIES - RECEIPT OF REPORTS (ANNUAL & QUARTERLY)

Reports prepared by the following Joint Authorities, as circulated, are submitted for receipt:

- Southern Tasmanian Councils Authority – Nil.

DECISION NOT REQUIRED

5. NOTIFICATION OF COUNCIL WORKSHOPS

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

No workshops have been held since the last Ordinary Meeting.

RECOMMENDATION

THAT the information be received.

DECISION

Moved by Clr K Dudgeon, seconded by Clr A Bisdee OAM

THAT the information be received.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

6. COUNCILLORS – QUESTION TIME

6.1 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.

6.2 QUESTIONS WITHOUT NOTICE

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

It states:

“29. Questions without notice

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

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

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

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

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

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

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

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

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

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

Clr Fish – is the final cost of the recent repairs to the Motor Grader known?

Question taken on notice, to be raised with Manager, Infrastructure & Works.

Clr McDougall – is there any update available in relation to the appointment of the Heritage and Collections Officer position?

The Deputy General Manager advised that it is being finalised with referee checks currently being undertaken.

How many full time positions (including the new Heritage and Collections Officer position) are within the Heritage Program?

The General Manager advised that the Heritage department currently has 2.5 FTE employees.

When will the Heritage Hub committee meeting be convened?

The Deputy General Manager advised that a notice is to be provided and that the meeting will be held on the Wednesday prior to the next Council meeting.

When will the Oatlands Structure Plan process be commenced and when will the Committee appointed to oversee this process be meeting?

The Manager Development and Environment Services advised that he is currently working on the Project Plan which will be referred to the Committee and it is anticipated that this will be held within the next 4 to 6 weeks.

Question regarding the proposed Tunnack Streetscape Plan and how is it intended to consult with the community?

Following brief discussion it was determined that, in the first instance, Council should contact the Tunnack Hall Committee to nominate 2-3 community members to provide input into this process.

In relation to the 'Heritage Key' system (which provides access to the Council heritage buildings) is there any available data re: usage etc.?

The General Manager advised that this question can be discussed with the Manager, Heritage Projects during his report.

Clr Bantick – advised that the 'Bagdad' town sign is missing from the northern approach to Bagdad. He further commented that the signs are very small and questioned whether they can be upgraded (at both ends) to a larger size?

The General Manager to refer to the Department of State Growth.

Deputy Mayor Batt – question regarding Kempton streetlights – progress?

General Manager confirmed that TasNetworks has been requested to install streetlights in both Burnett and Main Streets Kempton.

Main Street, Kempton – Footpath renewal (capital works) – council officers commended for standard of works.

Clr Bisdee – Craighourne Road – any further development in relation to removal of the gate?

The General Manager advised that the gate still remains in place however there have been no further reports of the gate being locked. Issue is still being addressed.

In addition, a response has now been received from Minister Barnett MP which confirms that the Inland Fisheries Service will work with Council to address issues around signage to indicate property boundaries and other site improvements on land owned by Tasmanian Irrigation.

Clr Bisdee raised the issue of community newspapers and whether it is worth approaching Font PR to ascertain whether they would be interested in producing a newspaper (similar to Derwent Valley and Sorell regions) for the Southern Midlands. This would be a vehicle to provide a single publication for the entire district.

The General Manager advised that Council can certainly approach Font PR to discuss the feasibility of introducing a newspaper (noting that this would be a commercial decision made by Font PR).

7. 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.

8. 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.

The General Manager reported that the following items need to be included on the Agenda. The matters are urgent, and the necessary advice is provided where applicable:-

1. PROPOSED CHRISTMAS/NEW YEAR ARRANGEMENTS (INCLUDING OFFICE CLOSURE)

RECOMMENDATION

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

DECISION

Moved by Cllr K Dudgeon, seconded by Cllr R McDougall

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

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A E Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

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

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

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

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

Councillors were advised that, at the time of issuing the Agenda, the following questions on notice had been received from members of the public (see over).

There were no members of the public in attendance.

9.1 Permission to Address Council

Permission has been granted for the following person(s) to address Council:

- Nil.

RICHARD BARNES - MANGALORE

The following questions on notice were received via email to the General Manager on the 22nd September 2019.

I would like the following questions **put on the agenda on notice** for the next Council meeting, which I would like answers for at that meeting -

1. Where geographically on Black Brush and Banticks Road are sealing and repair works proposed by Council in the 2019-2020 financial year?
2. What repairs to Black Brush Road did Council ask of the Contractor (the entity responsible for the earth-based material being carted from the Mangalore Quarry) who constructed the Bagdad - Mangalore Highway Upgrade?

Council response:

1. *Blackbrush Road:*

Council has allocated \$210,000 to construct and seal approximately 1km on Blackbrush Road. This section will be reconstructed and sealed commencing from the end of the existing seal (Mangalore) and extending to the junction of Banticks Road.

Banticks Road:

Council has allocated an amount of \$27,500 which will fund the placement of a seal on top of the road once construct and stabilised. The allocation of this amount follows receipt of an offer from a property owner on Banticks Road to undertake the construct and stabilisation works on an in-kind basis. The distance is approximately 900 metres.

2. *VEC Civil Engineering were the contractor responsible for the Bagdad – Mangalore Highway Upgrades. The highway works were performed on behalf of the Department of State Growth under a contract arrangement. Dialogue regarding works and repairs to Black Brush Road associated with truck cartage operations to and from the Midland Highway was between Council, the Department of State Growth and at times directly with the VEC.*

Council asked that the Black Brush Road be graded during the heavy cartage operations in 2018 and that all damage caused by cartage operations be repaired by State Growth/VEC at the completion of the highway works. This was in accordance with the conditions of the Planning Permit issued for the Midland Highway works. The permit conditions also mirrored contract conditions between Department of State Growth and VEC.

In brief – during and post cartage operations the following works were undertaken:

- *Watering of the road during heavy cartage to minimise dust*
- *Contractor supplied and graded gravel on the un-sealed section twice*
- *Contractor repaired pot holes on the sealed sections on several occasions*
- *The works are now complete with no further works to be undertaken by State Growth and/or VEC*

As further noted, it was identified, by State Growth and VEC that Black Brush Road has some underlying issues and drainage issues that exacerbated some of the damage caused by heavy truck movements.

CRAIG & SALLY WILLIAMS – TEA TREE

The following questions on notice were received via email to SMC on the 16th October 2019.

From: casmwilliams
Sent: Wednesday, 16 October 2019 8:48 AM
To: SMC Mail <mail@southernmidlands.tas.gov.au>
Subject: Question on Notice for October meeting

Dear Councillors our question on notice is this.

Why did council staff advise the Planning Commission that our Metal Fabrication business approved on May 3 2005, DA 05/3033 was nothing more than a farm shed to park our truck

Councillors as the Planning Authority can you confirm that our permit to operate as a Metal Fabrication Business at 1356 Tea Tree Rd is current as we have not been informed otherwise.

Taken from Councils Representation to the TPC

2.4.3 Council advise that a permit was granted in 2005 for a Workshop/Industrial (Limited Impact) on the land.

2.4.4 Council records of the assessment of the Application for the permit (for the workshop) demonstrate that Council deemed the workshop could operate subject to conditions with limited potential for environmental harm outside of the property boundary;

2.4.5 Council advise the workshop is an operation undertaken by the property owner and is used in conjunction with agricultural use of the land and a small trucking and transport business. Essentially the workshop is a mixed use shed;

Craig & Sally Williams
1356 Tea Tree Rd

Council response:

Background

Council and Mr Williams have recently been involved in the Tasmanian Planning Commission (TPC) hearings relating to the draft Planning Scheme Amendment RZ2017/01 to Rezone 1384 Tea Tree Road, Campania from Rural Resource to Particular Purpose Zone 3 - Tasmanian Buddhist Cultural Park.

As part of the hearing process Council and other parties have made submissions on various matters to the Tasmanian Planning Commission for their consideration in relation to the proposed planning scheme amendment.

Submissions

As part of his submissions to the TPC Mr Williams has stated that a workshop on his property should be subject to an Attenuation Area of 500m for Metal Fabrication under the Attenuation Code of the Southern Midlands Interim Planning Scheme 2015.

Council issued a planning permit in 2005 (DA02/3033) to Mr Williams for a Vehicle Workshop/Industrial (Limited Impact) Development. The proposal was described on the application form as 'Repairs and fabrications for agricultural transport equipment'.

The term 'Limited Impact' in the previous planning scheme was used to indicate that the use was not expected to have impacts beyond the subject property, which is reflected in the planning assessment of the proposal.

Further, the use of the workshop for metal fabrication is not a full time, intensive business. It is operated in conjunction with the other activities on the land (transport business, quarry and farm) rather than a standalone, intensive use.

Based on the above factors, Council officers conclude that the workshop does not require an attenuation area and stated so in the submissions to the TPC.

Conclusion

The planning permit for DA05/3033 remains valid and use of the workshop can continue for metal fabrication and associated activities, in accordance with the permit conditions.

However, the use does not require an Attenuation Area for Metal Fabrication under the Attenuation Code of the Southern Midlands Interim Planning Scheme 2015.

DECISION

Moved by Clr K Dudgeon, seconded by Clr A Bisdee OAM

THAT the meeting be adjourned at 10.36 a.m. for morning tea.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

DECISION

Moved by Clr R McDougall, seconded by Clr D Fish

THAT the meeting be reconvened at 10.49 a.m.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

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

Nil.

11. 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.

11.1 DEVELOPMENT APPLICATIONS

11.1.1 DEVELOPMENT APPLICATION (DA 2019/88) FOR RAIL SIDING (TIMBER TRANSPORT), 710 TUNNACK ROAD, PARATTAH, OWNED BY THE CROWN

File Ref: T 5840930

Author: SENIOR PLANNING OFFICER (JACQUI TYSON)

Date: 17 OCTOBER 2019

Attachments:

*Development Application documents
Representation*

PROPOSAL

Application is made by Tasmanian Railways Pty Ltd (TasRail) for a Permit under the *Land Use Planning and Approvals Act 1993* ("the Act") to operate a rail siding for rail freight transport of timber from 710 Tunnack Road, Parattah.

Under the proposal a disused rail siding at Parattah will be upgraded and reopened to allow for transport of timber by rail from the site, to be known as the Parattah Terminal. The operation will involve transport of logs to the site by semitrailer truck, storage of the logs on the site and then transfer to the trains using a front end loader or excavator.

The hours of operation for deliveries and loading/unloading activities at the site will be 7am to 9pm Monday to Friday, 8am to 6pm Saturday and 9am to 5pm Sunday.

Log deliveries will occur by trucks, with up to 20 trucks per day at the peak operation capacity.

Unloading of logs from the trucks and loading of the logs onto rail wagons will be done using a front end loader or excavator with log grips. While both vehicles will be kept on the site only one would be operated at a time. There is capacity for stockpiling up to 3000 tonnes of logs at the site.

The proposal includes installation of a weighbridge on the site. The site will be fenced and secured.

One additional employee will be based at the site to operate the log freight terminal. There are currently between 2 and 10 employees using the site for regular train operations and maintenance.

The development also includes road works to upgrade the turn off from Tunnack Road to the property, which is accessed via the unmade Thirkell Street. A Traffic Impact Assessment has been included with the application, considering the traffic generation and requirement for the intersection and access to be upgraded.

A Permitted Development Application was approved under delegation in July 2019 for associated site works, signage, fencing and construction of an amenities building on this site.

The application has been lodged under the *Southern Midlands Interim Planning Scheme 2015* (“the Planning Scheme”).

The land is zoned Village and is currently used for rail freight operations and storage.

Under the Planning Scheme the proposal is defined as use for “Transport depot and distribution”. This use class is Discretionary in the Village Zone.

The Council gave notice of the application for public comment for 14 days. During the notification period one (1) representation was received.

This report will assess the proposal against the relevant provisions of the Act and the Scheme. It is recommended that Council approve the proposal.

THE SITE

Maps 1 and 2 below shows the location and zoning of the property and surrounding area.



Map 1_ The subject land is located in the Village Zone (orange) and is marked with a blue star. Surrounding properties are in the Village Zone (orange) and Rural Resource Zone (cream). The railway is in the Utilities Zone. (Source: LISTmap)



Map 2 _ Aerial image of the subject land and surrounding area. The site is marked with a blue star.

The site is located on the western edge of the Parattah township. The title is an internal lot with access from Tunnack Road.

The land adjoins other large Village zoned titles to the north and south, both of which are undeveloped other than outbuildings. Land to the west beyond the rail line is zoned Rural Resource and used for farming purposes. The nearest dwellings are to the east fronting Tunnack Road, approximately 150-200m from the subject land.

THE APPLICATION

The Application has been prepared and submitted by TasRail.

The Application includes plans and a Traffic Impact Assessment to accompany the Development Application form.

Permission from the Department of State Growth and Crown Land Services has been given of the Development Application, as required by the Act.

USE/DEVELOPMENT DEFINITION

The proposed use and development is defined, under the Planning Scheme, as “Transport depot and distribution”:

Transport depot and distribution

use of land for distributing goods or passengers, or to park or garage vehicles associated with those activities, other than Port and shipping.

Examples include an airport, bus terminal, council depot, heliport, mail centre, railway station, road or rail freight terminal and taxi depot.

Under the Scheme, a Development Application for use or development relating to “Transport depot and distribution” has a Discretionary status in the Village Zone.

As a discretionary development, the application was advertised in accordance with Section 57 of the Act. Council has the discretion to grant a permit or refuse to grant a permit.

PUBLIC NOTIFICATION AND REPRESENTATIONS

The application was advertised on the 12th April 2019 for fourteen (14) days. During this period Council received one (1) representation. The issues raised in the representation and response are detailed in the table below.

Representation 1	Council Officer Comment
<p>I write in reference to the above development application which seeks to formalise a previously informal transport node providing connections between rail and road transport for timber harvested locally.</p> <p>In general I am in support of the initiative, however the development application contains a number of oversights and assumptions which must be addressed to ensure that the amenity of residents and road users is not adversely impacted by the works and future use.</p> <p>The location in which the works are to occur is zoned ‘village’, a code which allows a wider range of activities than in a General Residential zone, but which still acknowledges that residential activities prevail, and that foot and cycle transport is a priority.</p> <p>The discretionary activities in a village zone include ‘transport depot and distribution’ which is presumably the trigger for the public notification of, and contemplation of the application.</p> <p>Section 16.4 of the plan sets out use standards which include building height, landscaping, fencing, setback, outdoor storage and design against which an application must be measured. None of</p>	<p><i>The land is located in the Village Zone and the Development Application (DA) must be assessed under the current zoning and scheme provisions.</i></p> <p><i>Lodgement of a DA is not an opportunity to rezone land and in any case it is not necessary as the Village Zone allows for Transport depot and distribution as a Discretionary use (as noted by the representor).</i></p> <p><i>The relevance of the use and development standards is not an indication of whether or not the zone is appropriate.</i></p> <p><i>There are several applicable and useful Use and Development standards in the Village zone (assessed below) and the traffic matters are adequately covered by the Codes of the planning scheme (also considered below).</i></p>

<p>Proposed mitigation: Hours of operation on weekdays to be reduced to 7pm, and Sunday hours to apply on public holidays.</p>	
<p>Noise associated with the braking (and incremental return to speed from a stationary position) has not been given consideration. With a proposed 40 vehicle movements per day, this will have an adverse impact on the amenity of residences fronting Tunnack Road. Proposed mitigation: that the situation be monitored and appropriate measures be introduced if it is considered a significant impact on the amenity of residents</p>	<p><i>The noise associated with traffic movements may have some impact on surrounding properties. However, there is limited scope to consider this under the planning scheme.</i></p>
<p>Sightlines The approach from the South (from which the majority of vehicles will approach) is compliant with the National Standards, however the approach from the south is 75m, the SISD being 83m. The report dismisses this discrepancy due to the 60km zone. The “Guide to Road Design – P a r t 4 A : Unsignalised and Signalised Intersections” states that the ASD for trucks is 64m and 73 for a car, so this appears to be compliant with the standards, but does not take into consideration the local tendency to speed up between the residential sections of Parattah. Proposed mitigation: The road surface will be clearly marked with advice of entering traffic on the northern approach to the intersection, prior to the commencement of the curve.</p>	<p><i>The TIA includes recommendations to improve sight distance (vegetation removal) and installation of advance warning signage.</i></p> <p><i>A condition is included to require these recommendations to be put in place.</i></p>
<p>Pedestrian Movement. 16.1.1.3 To ensure development is accessible by walking and cycling. There is a made path which terminates at Thirkell Street, and which is commonly used by locals, cyclists, riders and tourists, and in particular school children circulating around the village. The traffic impact assessment fails to note this footpath, or the less formal path on the opposite side of Tunnack Road which links it to the residential areas on Bailey’s Road and Tunnack Road, which is maintained by Council. The habitual use of the path by locals and visitors will give rise to potential conflict which must be</p>	<p><i>The identified clause (16.1.1.3) is a Zone Purpose Statement and not a use or development standard.</i></p> <p><i>In general it is preferable for use and development within a village to be accessible by active means. In this case there will be no need for the public to access the site. Employees and deliveries will access by vehicle.</i></p> <p><i>In any case, the use of the footpaths in the area should be recognised and addressed with signage, as included in the recommendation below.</i></p>

<p>managed by appropriate signage and movement controls. Proposed mitigation: The footpath be clearly signposted with advice regarding proximity to heavy vehicle traffic.</p>	
<p>Conflicting entry points Thirkell Street enters Tunnack Road opposite Ron Johnson’s driveway entrance. That driveway exits to the south, and is frequented by a variety of vehicles in various states of disrepair attending the property for mechanical servicing. There is a potential for conflict between the two uses. Proposed mitigation: appropriate merge lanes, and lane markings and upgrade to the entrance opposite at the applicant’s expense.</p>	<p><i>The TIA does not identify any need to upgrade or change the access of the property on the opposite side of the road.</i></p>
<p>Conflict with School Bus stop and associated activity: The traffic impact assessment provides no useful datum from which to measure the potential increase in traffic flow, as it was carried out on the Thursday prior to a long weekend, during school holidays. Traffic flow along Tunnack Road experiences a significant up-tick during term time, and of course the school bus service is also in operation during that period. The School bus stops at the entrance to Bailey’s Road, which is only around 50 metres from the proposed entrance to the log transfer node. Proposed mitigation: The school bus stop be adequately signposted with luminous signage, and users advised of the changed traffic patterns prior to commencement of work.</p>	<p><i>The TIA finds that the traffic generated by the development will be well within the capacity of Tunnack Road.</i></p> <p><i>Signage identifying the school bus stop is a useful suggestion and is included in the recommendation below.</i></p>
<p>Conflicts with pre-existing road use The road is used by a variety of vehicles and livestock, including sheep movements, agricultural vehicle movements, domestic and commercial vehicles, stock transport vehicles, and service vehicles attending to road and rail maintenance. While consultation has occurred with those businesses which it is anticipated will be utilising the service, there has been none with the current road users and residents. Proposed mitigation that the applicant advise, in writing, the owners of rural properties in the district and residents in the affected area.</p>	<p><i>The TIA finds that the traffic generated by the development will be well within the capacity of Tunnack Road.</i></p> <p><i>Advance warning signs will be installed.</i></p> <p><i>Beyond this, there is no scope to require the applicant to contact other road users.</i></p>

<p>It should be noted that while there will be two employees on site during periods of activity, it is anticipated there will be one FTE (ie full-time-equivalent). In other words, there will be no new job created by the works.</p>	<p><i>Job creation is not a planning consideration.</i></p>
<p>While the application limits the proposal to timber transport, it may be advisable to suggest a condition that any escalation of activity beyond that outlined in the Plan will require a separate approval. I am concerned that in the event of a mine commencing operation at Woodbury, the potential for this facility to be viewed as a desirable node for transfer of coal to rail transport is high, and would have significant adverse impacts on health, safety and amenity. Proposed mitigation: Condition the approval very specifically for the purpose of timber transport.</p>	<p><i>Approval of a DA is always limited to the use and development described in the application.</i></p> <p><i>It is not necessary to separately condition that the approval is specifically for timber transport.</i></p>

ASSESSMENT - THE SOUTHERN MIDLANDS INTERIM PLANNING SCHEME

Village Zone

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

Use Standard 16.3.1 Non-Residential Use To ensure that non-residential use does not unreasonably impact residential amenity.		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>Hours of operation must be within:</p> <p>(a) 7.00 am to 9.00 pm Mondays to Fridays inclusive;</p> <p>(b) 8.00 am to 6.00 pm Saturdays;</p> <p>(c) 9.00 am to 5.00 pm Sundays and Public Holidays;</p> <p>except for office and administrative tasks or visitor accommodation.</p>	<p>P1</p> <p>Hours of operation must not have an unreasonable impact upon the residential amenity through commercial vehicle movements, noise or other emissions that are unreasonable in their timing, duration or extent.</p>	<p><i>The proposed hours of operation of the Parattah Terminal will comply with the Acceptable Solution.</i></p> <p><i>Note that existing train operations occur 24 hours, 7 days on the rail line. This is outside the scope of the DA.</i></p>

<p>A2</p> <p>Noise emissions measured at the boundary of the site must not exceed the following:</p> <p>(a) 55 dB(A) (LAeq) between the hours of 8.00 am to 6.00 pm;</p> <p>(b) 5dB(A) above the background (LA90) level or 40dB(A) (LAeq), whichever is the lower, between the hours of 6.00 pm to 8.00 am;</p> <p>(c) 65dB(A) (LAm_{ax}) at any time.</p> <p>Measurement of noise levels must be in accordance with the methods in the Tasmanian Noise Measurement Procedures Manual, issued by the Director of Environmental Management, including adjustment of noise levels for tonality and impulsiveness.</p> <p>Noise levels are to be averaged over a 15 minute time interval.</p>	<p>P2</p> <p>Noise emissions measured at the boundary of the site must not cause environmental harm.</p>	<p><i>The proposal does not include an estimate of the noise emissions from the proposed use, so assessment is made against the Performance Criteria.</i></p> <p><i>The proposal includes use of one vehicle on the site for loading/unloading and the regular delivery of logs by semitrailer.</i></p> <p><i>The hours of operation will comply with the Acceptable Solution, so there will be no noise generated over night.</i></p> <p><i>There is reasonable separation to existing dwellings.</i></p> <p><i>It is expected that the operation will not generate noise to a level that would cause environmental harm.</i></p>
<p>A3</p> <p>External lighting must comply with all of the following:</p> <p>(a) be turned off between 9:00 pm and 6:00 am, except for security lighting;</p> <p>(b) security lighting must be baffled to ensure they do not cause emission of light into adjoining private land.</p>	<p>P3</p> <p>External lighting must not adversely affect existing or future residential amenity, having regard to all of the following:</p> <p>(a) level of illumination and duration of lighting;</p> <p>(b) distance to habitable rooms in an adjacent dwelling.</p>	<p><i>The only lighting on the site will be one security light situated near the amenities building and weighbridge.</i></p> <p><i>The lighting will be baffled to comply with the Acceptable Solution (b).</i></p>
<p>A4</p> <p>Commercial vehicle movements, (including loading and unloading and</p>	<p>P4</p> <p>Commercial vehicle movements, (including loading and unloading and</p>	<p><i>The proposed vehicle movements will comply with the Acceptable Solution.</i></p>

<p>garbage removal) to or from a site must be limited to 40 vehicle movements per day and be within the hours of:</p> <p>(a) 7.00 am to 9.00 pm Mondays to Fridays inclusive;</p> <p>(b) 8.00 am to 6.00 pm Saturdays;</p> <p>(c) 9.00 am to 5.00 pm on Sundays and Public Holidays.</p>	<p>garbage removal) must not result in unreasonable adverse impact upon residential amenity having regard to all of the following:</p> <p>(a) the time and duration of commercial vehicle movements;</p> <p>(b) the number and frequency of commercial vehicle movements;</p> <p>(c) the size of commercial vehicles involved;</p> <p>(d) the ability of the site to accommodate commercial vehicle turning movements, including the amount of reversing (including associated warning noise);</p> <p>(e) noise reducing structures between vehicle movement areas and dwellings;</p> <p>(f) the level of traffic on the road;</p> <p>(g) the potential for conflicts with other traffic.</p>	
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<p>Development Standard 16.4.4 Landscaping To ensure that a safe and attractive landscaping treatment enhances the appearance of sites for non-residential use.</p>		
<p>Acceptable Solutions</p> <p>A1</p> <p>Landscaping must be provided for sites for non-residential use along the frontage for at least 50% of the frontage width, except if front setback is less than 1 m in which case no landscaping is necessary.</p>	<p>Performance Criteria</p> <p>P1</p> <p>Landscaping must be provided for sites for non-residential use to satisfy all of the following:</p> <p>(a) enhance the appearance of the development;</p> <p>(b) provide a range of plant height and forms to create diversity, interest and amenity;</p>	<p>OFFICER COMMENT</p> <p><i>The site is an internal lot accessed via a Crown land road, so it does not have frontage to a street.</i></p>

	<p>(c) not create concealed entrapment spaces;</p> <p>(d) be consistent with any Desired Future Character Statements provided for the area.</p>	
<p>A2</p> <p>Along a boundary with a lot used for residential use landscaping must be provided for a depth no less than:</p> <p>2 m.</p>	<p>P2</p> <p>Along a boundary with a lot used for residential use landscaping or a building design solution must be provided to avoid unreasonable adverse impact on the visual amenity of the adjoining land, having regard to the characteristics of the site and the characteristics of the adjoining land.</p>	<p><i>The adjoining lots are not used for residential purposes.</i></p>

<p>Development Standard 16.4.5 Outdoor Storage Areas To ensure that outdoor storage areas for non-residential use do not detract from the appearance of the site or the locality.</p>		
Acceptable Solutions	Performance Criteria	OFFICER COMMENT
<p>A1</p> <p>Outdoor storage areas for non-residential uses must comply with all of the following:</p> <p>(a) be located behind the building line;</p> <p>(b) all goods and materials stored must be screened from public view;</p> <p>(c) not encroach upon car parking areas, driveways or landscaped areas.</p>	<p>P1</p> <p>Outdoor storage areas for non-residential uses must satisfy all of the following:</p> <p>(a) be located, treated or screened to avoid unreasonable adverse impact on the visual amenity of the locality;</p> <p>(b) not encroach upon car parking areas, driveways or landscaped areas.</p>	<p><i>The proposal includes outdoor storage of logs. As the storage areas are not fully screened, the proposal is assessed against the performance criteria.</i></p> <p><i>The site is an internal lot, well setback from Tunnack Road. The immediately surrounding properties are not currently developed for residential purposes. However, the surrounding properties do have potential for further development under the Village zoning. It is considered reasonable to require a vegetation buffer or similar to be established to provide screening and separation to minimise land use conflicts in the future.</i></p>

Road and Railway Assets Code

The proposal includes upgrading the access and intersection with Tunnack Road and intensification of traffic accessing the site.

The Traffic Impact Assessment and requirements of the Department of State Growth have informed the extent and design of the road works.

The TIA summary states that the increased heavy traffic volumes will have a minimal impact on the Parattah township given the level and distribution of the traffic in both directions. The upgrading of the intersection will improve safety. Further safety improvements are recommended including advanced warning signs of trucks and vegetation trimming on the northern approach. Conditions requiring these actions to be undertaken are included in the recommendation below.

Parking and Access Code

This Code applies to all use and development.

Sufficient space is available on the site for employee parking and access. The Traffic Impact Assessment has informed the design of the internal access, manoeuvring space and parking area.

The requirements of the Code are met.

CONCLUSION

The report has assessed a Development Application for a rail siding for rail freight transport of timber from 710 Tunnack Road, Parattah.

One (1) representation was made to Council raising concerns regarding the proposal, as considered in the assessment above.

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

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

RECOMMENDATION

THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (DA 2019/88) for Rail Siding (Timber Transport), 710 Tunnack Road, Parattah, owned by The Crown and that a permit be issued with the following conditions:

CONDITIONS

General

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

Hours of Operation

- 2) Use of the rail siding site must only occur between the following hours unless otherwise approved by Council's Manager of Development and Environmental Services:

Monday to Friday	7:00 a.m. to 9:00 p.m.
Saturday	8:00 a.m. to 6:00 p.m.
Sunday and State-wide public holidays	9:00 a.m. to 5:00 p.m.

Landscaping buffer

- 3) The site must be landscaped by trees, shrubs, fences or other means approved by Council's Development Assessment Committee in order to provide a suitable buffer to the surrounding Village zoned land.
- 4) Before any work commences submit a landscape plan prepared by a landscape architect or other person approved by Council's Manager of Development and Environmental Services. The landscape plan must show the areas to be landscaped, the form of landscaping, plant species and estimates of the cost of the works. Planting must not use species listed as noxious weeds within Tasmania, displaying invasive characteristics or unsuitable for fire prone areas. The landscaping plan shall form part of the permit when approved.
- 5) The landscaping works must be completed in accordance with the endorsed landscape plan and to the satisfaction of Council's Manager of Development and Environmental Services within six (6) months of the first use of the development. All landscaping must continue to be maintained to the satisfaction of Council.

Parking & Access

- 6) At least five (5) parking spaces must be provided on the land at all times for the use of the occupiers in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney.
- 7) All areas set-aside for access, parking and associated turning, loading and unloading areas and access must be completed before the use commences and must continue to be maintained to the satisfaction of the Council's Manager of Development and Environmental Services.

Roads

- 8) All works required by a Traffic Impact Assessment (TIA) in respect of access to the land, including vegetation management for sight distances, must be completed before the use commences in accordance with the requirements of the Department of State Growth.

- 9) All work on or affecting the State Road, including drainage, must be carried out in accordance with a permit provided by the Transport Division of the Department of State Growth. No works on the State Road shall commence until the Minister's consent has been obtained and a permit issued in accordance with the Roads and Jetties Act 1935.
- 10) Prior to the use commencing signage, or other means approved by Council's Manager of Development and Environmental Services, must be installed to:
 - a. Provide advance warning of heavy vehicle traffic;
 - b. Identify the school bus stop and bus times; and
 - c. Appropriately recognise and provide for pedestrian pathways and crossings.

Noise

- 11) Noise emissions from the site must be managed to the degree necessary to ensure that an environmental nuisance is not caused.

Services

- 12) The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.

Construction Amenity

- 13) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:

Monday to Friday	7:00 a.m. to 6:00 p.m.
Saturday	8:00 a.m. to 6:00 p.m.
Sunday and State-wide public holidays	10:00 a.m. to 6:00 p.m.

- 14) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
 - a. Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
 - b. The transportation of materials, goods and commodities to and from the land.
 - c. Obstruction of any public footway or highway.
 - d. Appearance of any building, works or materials.
 - e. Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 15) Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.
- 16) The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manger of Works and Technical Services.

The following advice applies to this permit:

- A. This Planning Permit does not imply that any other approval required under any other legislation has been granted.
- B. The prevention of spread of any declared weeds from your site is legal requirement under the Weed Management Act 1999. Follow the guidelines of the Weed and Disease Planning and Hygiene Guidelines - Preventing the spread of weeds and diseases in Tasmania to ensure you are meeting this requirement. This can be found at www.dpipwe.tas.gov.au. For information on specific weed management please discuss with councils Weed Officer or DPIPWE.

DECISION

Moved by Clr D Fish, seconded by Clr A Bisdee

THAT, in accordance with the provisions of the *Southern Midlands Interim Planning Scheme 2015* and section 57 of the *Land Use Planning & Approvals Act 1993*, Council APPROVE the Development Application (DA 2019/88) for Rail Siding (Timber Transport), 710 Tunnack Road, Parattah, owned by The Crown and that a permit be issued with the following conditions:

CONDITIONS

General

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

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Landscaping buffer

- 3) The site must be landscaped by trees, shrubs, fences or other means approved by Council's Development Assessment Committee in order to provide a suitable buffer to the surrounding Village zoned land.
- 4) Before any work commences submit a landscape plan prepared by a landscape architect or other person approved by Council's Manager of Development and Environmental Services. The landscape plan must show the areas to be landscaped, the form of landscaping, plant species and estimates of the cost of the works. Planting must not use species listed as noxious weeds within Tasmania, displaying invasive characteristics or unsuitable for fire prone areas. The landscaping plan shall form part of the permit when approved.

- 5) The landscaping works must be completed in accordance with the endorsed landscape plan and to the satisfaction of Council's Manager of Development and Environmental Services within six (6) months of the first use of the development. All landscaping must continue to be maintained to the satisfaction of Council.

Parking & Access

- 6) At least five (5) parking spaces must be provided on the land at all times for the use of the occupiers in accordance with Standards Australia (2004): Australian Standard AS 2890.1 - 2004 – Parking Facilities Part 1: Off Street Car Parking; Standards Australia, Sydney.
- 7) All areas set-aside for access, parking and associated turning, loading and unloading areas and access must be completed before the use commences and must continue to be maintained to the satisfaction of the Council's Manager of Development and Environmental Services.

Roads

- 8) All works required by a Traffic Impact Assessment (TIA) in respect of access to the land, including vegetation management for sight distances, must be completed before the use commences in accordance with the requirements of the Department of State Growth.
- 9) All work on or affecting the State Road, including drainage, must be carried out in accordance with a permit provided by the Transport Division of the Department of State Growth. No works on the State Road shall commence until the Minister's consent has been obtained and a permit issued in accordance with the Roads and Jetties Act 1935.
- 10) Prior to the use commencing signage, or other means approved by Council's Manager of Development and Environmental Services, must be installed to:
- a. Provide advance warning of heavy vehicle traffic;
 - b. Identify the school bus stop and bus times;
 - c. Appropriately recognise and provide for pedestrian pathways and crossings; and
 - d. Restricting use of engine brakes in the township of Parattah.

Noise

- 11) Noise emissions from the site must be managed to the degree necessary to ensure that an environmental nuisance is not caused.

Services

- 12) The developer must pay the cost of any alterations and/or reinstatement to existing services, Council infrastructure or private property incurred as a result of the development. Any work required is to be specified or undertaken by the authority concerned.

Construction Amenity

- 13) The development must only be carried out between the following hours unless otherwise approved by the Council's Manager of Development and Environmental Services:

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- 14) All works associated with the development of the land shall be carried out in such a manner so as not to unreasonably cause injury to, or prejudice or affect the amenity, function and safety of any adjoining or adjacent land, and of any person therein or in the vicinity thereof, by reason of:
- Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, ash, dust, waste water, waste products, grit or otherwise.
 - The transportation of materials, goods and commodities to and from the land.
 - Obstruction of any public footway or highway.
 - Appearance of any building, works or materials.
 - Any accumulation of vegetation, building debris or other unwanted material must be disposed of by removal from the site in an approved manner. No burning of such materials on site will be permitted unless approved in writing by the Council's Manager of Development and Environmental Services.
- 15) Public roadways or footpaths must not be used for the storage of any construction materials or wastes, for the loading/unloading of any vehicle or equipment; or for the carrying out of any work, process or tasks associated with the project during the construction period.
- 16) The developer must make good and/or clean any footpath, road surface or other element damaged or soiled by the development to the satisfaction of the Council's Manger of Works and Technical Services.

The following advice applies to this permit:

- This Planning Permit does not imply that any other approval required under any other legislation has been granted.
- The prevention of spread of any declared weeds from your site is legal requirement under the Weed Management Act 1999. Follow the guidelines of the Weed and Disease Planning and Hygiene Guidelines - Preventing the spread of weeds and diseases in Tasmania to ensure you are meeting this requirement. This can be found at www.dpipwe.tas.gov.au. For information on specific weed management please discuss with councils Weed Officer or DPIPWE.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

ENCLOSURE

Agenda Item 11.1.1

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



APPLICATION FOR PLANNING PERMIT – USE AND DEVELOPMENT
Commercial, Industrial, Forestry and other Non- Residential development

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

Applicant / Owner Details:

Owner / s Name The Department of State Grown obo The Crown (State of Tasmania)

C/- TasRail
11 Techno Park Drive, Kings Meadows Tas 7240

Postal Address

PO Box 335

Phone No:

6335 2603
(Property Department)
0419 759 836
(Project Manager)

Kings Meadows Tas

7250

Fax No:

Email address

property@tasrail.com.au OR peter.phillips@tasrail.com.au

Applicant Name
(if not owner)

Tasmanian Railways Pty Ltd (TasRail)

Postal Address

Post Office Box 335

Phone No:

6335 2603 (Property Department)
0419 759 836 (Project Manager)

Kings Meadows Tas

7250

Fax No:

Email address:

property@tasrail.com.au OR peter.phillips@tasrail.com.au

Description of proposed use and/or development:

Address of new use and development:

Parattah Rail Siding known as Lot 1 of D17557 Thirkell Street (Tunnack Road) Parattah

Certificate of Title No

Volume No

D17557

Lot No:

1

Description of Use

Rail freight operations

Development on site

1. Commencement of log deliveries ex road into the Parattah Rail Siding and associated train loading operations.
2. Installation and operation of a private weighbridge (not for public use).

Refer Definitions in Clause 8.2 of the Southern Midlands Planning Scheme 2015
Attach additional information if required.

current use of land and building

Currently used for rail freight operations and services. The site is also subject to rail network upgrades/maintenance; storage of rail materials and also houses employee amenities. These are all permitted purposes and are not subject to this Development Application.

Note: TasRail will be undertaking road upgrade works on the DSG Road (Tunnack Road) and also the section of the existing gravel road owned by Crown Land (known as Thirkell Street). These roadworks are exempt from requiring a planning permit as per General Exemption in accordance with General Exemption 5.4. For the background information of Council, I can confirm the design of the road works is consistent with the TIA recommendations and additional requirements of DSG. TasRail commits to the roadworks being done under a DSG Road Works Permit.

E.g. Are there any existing buildings on this title?
If yes, what is the main building used as?

Is the property Heritage Listed

Please tick ✓ answer

No

Signage

No new signage is included in this application.

Please tick ✓ answer

Yes No

Business Details

Existing hours of operation (Note: Trains currently operate 24/7)				Proposed hours of new operation			
Hours	am	to	pm	Hours	am	to	pm
Weekdays				Weekdays	7.00	x	9.00
Sat				Sat	8.00	x	6.00
Sun				Sun	9.00	x	5.00

Number of existing employees

Varies from minimum of 2 for train operations and up to 10 to 15 for track upgrades and maintenance

Number of proposed new employees :

1 full time

Traffic Movements	Number of commercial vehicles servicing the site at present	1 to 5 per day	Approximate number of commercial vehicles servicing the site in the future	12 to 20 truck movements per day Average will be 2 to 3 per hour
Number of Car Parking Spaces	How many car spaces are currently provided	Multiple 3-5	How many new car spaces are proposed	No change

Is the development to be staged:

Please tick ✓ answer

No

Is the development to be staged, if yes	Described proposed stages	N/A	Described period of proposed stages	N/A
---	---------------------------	-----	-------------------------------------	-----

Proposed Material Types	What are the proposed external wall colours	N/A	What is the proposed roof colour	N/A
	What is the proposed external wall materials	N/A	What is the proposed roof materials	N/A
	What is the proposed new floor area m ²	N/A	What is the estimated value of all the new work proposed	\$ 550,000

If yes attach details: size, colours, fonts, location

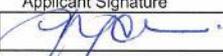
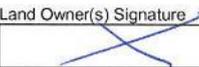
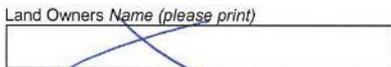
Address all correspondence to:
The General Manager, PO Box 21, Oatlands, Tasmania 7120
Or by Email Address: mail@southernmidlands.tas.gov.au 'in single PDF file format'
Phone (03) 62545050

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

Signed Declaration

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

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

Applicant Signature 	Applicant Name (print) JENNIFER JARVIS	Date 25/9/2019
Land Owner(s) Signature 	Land Owners Name (please print) SEE CROWN LANDOWNER CONSENT LETTER	Date
Land Owner(s) Signature 	Land Owners Name (please print) 	Date 

DEVELOPMENT – Information & Checklist sheet

Use this check list for submitting your application

Submitting your application ✓

- All plans and information required per Part 8.1 Application Requirements of the Planning Scheme
- Copy of the current Certificate of Title, Schedule of Easements and Title Plan (Available from Service Tasmania Offices)
- Any reports, certificates or written statements to accompany the Application (if applicable) required by the relevant zone or code.
- Prescribed fees payable to Council

Information

If you provide an email address in this form then the Southern Midlands Council ("the Council") will treat the provision of the email address as consent to the Council, pursuant to Section 6 of the Electronic Transactions Act 2000, to using that email address for the purposes of assessing the Application under the Land Use Planning and Approvals Act 1993 ("the Act").

If you provide an email address, the Council will not provide hard copy documentation unless specifically requested.

It is your responsibility to provide the Council with the correct email address and to check your email for communications from the Council.

If you do not wish for the Council to use your email address as the method of contact and for the giving of information, **please tick** the box

Address all correspondence to:
The General Manager, PO Box 21, Oatlands, Tasmania 7120
Or by Email Address: mail@southernmidlands.tas.gov.au 'in single PDF file format'
Phone (03) 62545050

Stacey Watkins

From: Jennifer Jarvis <Jennifer.Jarvis@tasrail.com.au>
Sent: Wednesday, 25 September 2019 5:21 PM
To: Jacqueline Tyson
Cc: SMC Mail
Subject: TasRail Application - Parattah
Attachments: TR Signed Application.pdf; RE: Parattah Rail Siding & Road Works; Signed CLOC.pdf; Crown - Letter of Authority to Commence Road Works - TasRail - Parattah....pdf; Parattah Log Yard - TIA.pdf; FW: HPRM: Parattah Log siding Tunnack Road entry, DV19037.pdf

Hello,

Please see attached TasRail Application for Planning Permit – use and Development with respect to the proposed commencement of log deliveries ex road into the Parattah Rail Siding land and inclusion of the installation and operation of a private weighbridge (not for public use).

I also enclose the following attachments:

- SMC Application
- Confirmation Email from J. Tyson confirming road works are exempt from requiring a planning permit in accordance with the General exemption 5.4
- Signed Crown Landowner Consent
- Letter of Authority from Department of Primary Industries, Parks, Water and Environment consenting to TasRail upgrading the access Road (Crown Land) to continue access and egress to the Parattah Rail Siding
- Traffic Impact Assessment
- Email from DSG (Paul Blackwell) confirming approval of proposed Road Works
- DV19037 – Drawings, Plans for Parattah Log Siding Site Development (note some of the works included in DV19037 were subject to Planning Permit DA2019/66 and/or works for which no planning permit was required.

Please let me know if I have omitted any required documents, or if you need additional information to support the application.

If you can let me know the cost of the application, I either pay by phone or EFT.

Kind regards

Jennifer Jarvis



Manager Group Property & Compliance |
Phone: 03 6335 2603 | Mobile: 0428 139 238
11 Techno Park Drive, Kings Meadows, Tasmania, 7249
Jennifer.Jarvis@tasrail.com.au



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twitter.com/TasRail

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Stacey Watkins

From: Jacqueline Tyson <jtyson@southernmidlands.tas.gov.au>
Sent: Friday, 13 September 2019 4:13 PM
To: Jennifer Jarvis
Subject: RE: Parattah Rail Siding & Road Works

Hi Jen,

I can confirm that the roadworks as described would be exempt from requiring a planning permit in accordance with the General Exemption 5.4 for Maintenance and repair of linear infrastructure.

Regards

Jacqui Tyson
Senior Planning Officer
Southern Midlands Council
85 Main Street
KEMPTON Tas 7030
Ph: 03 6254 5050
Mobile: 0447527171
Email: jtyson@southernmidlands.tas.gov.au
Web: www.southernmidlands.tas.gov.au

From: Jennifer Jarvis
Sent: Friday, 13 September 2019 3:51 PM
To: Jacqueline Tyson
Subject: Parattah Rail Siding & Road Works

Hello Jacqui, thanks for your time on the phone today.

Just confirming that the roadworks we discussed (on the section of land that is Crown Land and also the DSG Road) are not subject to a Development Application but can be managed by the DSG Road Works Permit process?

If you can please confirm would be greatly appreciated.

Kind regards
Jennifer Jarvis



Manager Group Property & Compliance |
Phone: 03 6335 2603 | Mobile: 0428 139 238
11 Techno Park Drive, Kings Meadows, Tasmania, 7249
Jennifer.Jarvis@tasrail.com.au



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twitter.com/TasRail

Department of State Growth

Salamanca Building Parliament Square
4 Salamanca Place, Hobart TAS
GPO Box 536, Hobart TAS 7001 Australia
Email permits@stategrowth.tas.gov.au Web www.stategrowth.tas.gov.au
Ref: D19/240483



Peter Phillips
TasRail
Po Box 335
KINGS MEADOWS TAS 7249

Dear Mr Phillips

Crown Landowner Consent Granted – Parattah Rail Siding, Parattah

I refer to your recent request for Crown landowner consent relating to the development application at Parattah Rail Siding, Parattah for log deliveries, roadworks and the installation of a weighbridge.

I, Martin Blake, General Manager State Roads, State Roads, the Department of State Growth, having been duly delegated by the Minister under Section 52 (1F) of the *Land Use Planning and Approvals Act 1993* (the Act), and in accordance with the provisions of Section 52 (1B) (b) of the Act, hereby give my consent to the making of the application, insofar as it affects the State road network and any Crown land under the jurisdiction of this Department.

The consent given by this letter is for the **making of the application only** insofar as that it impacts Department of State Growth administered Crown land and is with reference to your application dated 18 September 2019, and the documents approved, as follows:

- 3 -

In giving consent to lodge the subject development application, the Department notes the following applicable advice:

Other types of works (pipeline, etc.) OR Construction of infrastructure in the road reserve/on Crown land (Works permit required)

In giving consent to lodge the subject development application, the Department notes that the works in the State road network will require the following additional consent:

The consent of the Minister under Section 16 of the *Roads and Jetties Act 1935* to undertake works within the State road reservation.

For further information please visit <http://www.transport.tas.gov.au/road/permits> or contact permits@stategrowth.tas.gov.au.

Requires Crown land consent from DPIPWE

Please note that Crown land owner consent is also required from the Department of Primary Industries, Parks, Water and the Environment (DPIPWE) in this case. Please see <https://www.parks.tas.gov.au/index.aspx?base=33332> for the relevant DPIPWE contact details and application form.

The Department reserves the right to make a representation to the relevant Council in relation to any aspect of the proposed development relating to its road network and/or property.

Yours sincerely



Martin Blake
GENERAL MANAGER STATE ROADS

Delegate of
Minister for Infrastructure and Transport
Michael Ferguson MP

25 September 2019

cc: General Manager, Southern Midlands Council



Department of Primary Industries,
Parks, Water and Environment

GPO Box 1751, Hobart, TAS 7001 Australia
Ph 1300 TAS PARKS / 1300 827 727 Fax 03) 6223 8308
www.parks.tas.gov.au



Enquiries: Gerry Murrell
Phone: (03) 6165 3065
Email: cls.enquiries@parks.tas.gov.au
Your ref: 259581

20 September 2019

Ms Jennifer Jarvis
Manager Group Property & Compliance
Tasmanian Railways Pty Ltd
11 Techno Park Drive
KINGS MEADOWS TAS 7249

E-mail: Jennifer.Jarvis@tasrail.com.au

Dear Ms Jarvis,

I refer to Tasmanian Railways Pty Ltd's ("TasRail") Application, received 30 August 2019, seeking urgent Crown consent to construct an access on Crown land at Parattah in order to upgrade vehicular access to the Parattah Rail Siding, Parattah (refer to the attached image illustrating the Works Location).

Pursuant to section 3 of the *Crown Lands Act 1976*, TasRail (and its agents, contractors and sub-contractors) is authorised to undertake the proposed works, as more particularly detailed in the Application, and to continue access and egress to 710 Tunnak Road, Parattah (PID 5840930), subject to the following conditions:

1. Compliance with any local government authority planning and/or building requirements. Should permits be required, they must be provided to this office prior to commencement of any works.
2. Compliance with the requirements of relevant authorities or agencies including, but not limited to, WorkSafe Tasmania, the Department of State Growth, the Policy and Conservation Advice Branch (Department of Primary Industries, Parks, Water and Environment), and the Environment Protection Authority.
3. Compliance with the *Weed and Disease Planning and Hygiene Guidelines, Preventing the spread of weeds and diseases in Tasmania*, Invasive Species Branch, DPIPW, March 2015.
4. Compliance with the *Aboriginal Relics Act 1975* and the *Coroners Act 1995*. Should Aboriginal cultural heritage sites or objects be discovered, works must cease immediately and advice must be sought from Aboriginal Heritage Tasmania. The attached 'Unanticipated Discovery Plan' provides guidance to project personnel in meeting their obligations with respect to Aboriginal Heritage.
5. The subject site must be left in a clean and tidy condition, and in a safe state for anyone who enters the works area.

6. Any damage to the adjacent Crown land or vegetation upon it, be it inadvertent or intentional, must be rehabilitated to the satisfaction of the Manager Crown Land Services.
7. The Crown accepts no responsibility for ongoing maintenance associated with the works.
8. TasRail must hold a copy of this Authority whilst undertaking any associated activities; a copy must be produced if requested by an authorised Departmental officer.
9. All agents, contractors and sub-contractors must comply with the conditions in this Authority.
10. Notwithstanding the conditions of this Authority, TasRail (and its agents, contractors and sub-contractors) must comply with any direction given by an authorised Departmental officer.
11. The proponent (and its agents, contractors and sub-contractors) must hold suitable Public Liability Insurance for the proposed works.
12. Persons entering or conducting activities on Crown land pursuant to this Authority do so entirely at their own risk. Liability is not accepted by the State of Tasmania or the Department of Primary Industries, Parks, Water and Environment for any injury, loss or damage suffered by any such persons, whether resulting from negligence or any other cause.
13. This Authority is valid for six (6) months from the date of this letter or until the new agreement between the Crown and TasRail is entered into, authorising the works or use of the Crown land, whichever is the sooner.

The issuing of this Authority does not imply that approvals required under any other by-law or legislation is granted. It is the responsibility of TasRail to ensure that all necessary approvals are obtained prior to commencement of works.

If you require more information please contact the officer nominated at the head of this correspondence.

Yours sincerely,



Jesse Walker
Team Leader (Unit Manager, Policy & Projects)

Works Location – Off Tunnack Road, Parattah



- Subject Crown land (Works Location)
- 710 Tunnack Road, Parattah (PID 5840930)

PARATTAH LOG SIDING SITE DEVELOPMENT 1 THIRKELL ST, PARATTAH



LOCALITY PLAN
N.T.S.

DRAWING INDEX	
UNITS/NO	DESCRIPTION
001/01	GENERAL
EV1907-001	TUNNACK ROAD INTERSECTION SURVEY & ALIGNMENT CONTROL PLAN
EV1907-002	TUNNACK ROAD INTERSECTION - GENERAL ARRANGEMENT PLAN
EV1907-003	CIVILS ELEVATIONS
EV1907-004	ON SITE WASTE WATER DISPOSAL PLAN
EV1907-005	TUNNACK ROAD INTERSECTION - SURVEY & ALIGNMENT CONTROL PLAN
EV1907-006	TUNNACK ROAD INTERSECTION - GENERAL ARRANGEMENT PLAN
EV1907-007	TUNNACK ROAD INTERSECTION - LONGITUDINAL SECTIONS 100M
EV1907-008	TUNNACK ROAD INTERSECTION - LONGITUDINAL SECTIONS 500M AND 1000M
EV1907-009	TUNNACK ROAD INTERSECTION - INTERSECTION LAYOUT
EV1907-010	TUNNACK ROAD INTERSECTION - LINESWORK AND SITE LAYOUT PLAN
EV1907-011	TUNNACK ROAD INTERSECTION - SECT 0/01 (SHEET 1)
EV1907-012	TUNNACK ROAD INTERSECTION - SECT 0/01 (SHEET 2)
EV1907-013	TUNNACK ROAD INTERSECTION - SECT 0/01 (SHEET 3)
EV1907-014	STRUCTURAL
EV1907-015	AVENUES BRUSH STRUCTURAL DETAILS
EV1907-016	ELECTRICAL
EV1907-017	ELECTRICAL SERVICES NOTES
EV1907-018	BRUSH BRUSH SERVICES DETAILS AND SPECIFICS
EV1907-019	ELECTRICAL SERVICES EVO PLAN

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NO	DESCRIPTION	DATE	BY	CHKD	APPD	REV	REASON FOR CHANGE
1	ISSUED FOR APPROVAL	15/10/19	AS	AS	AS	1	

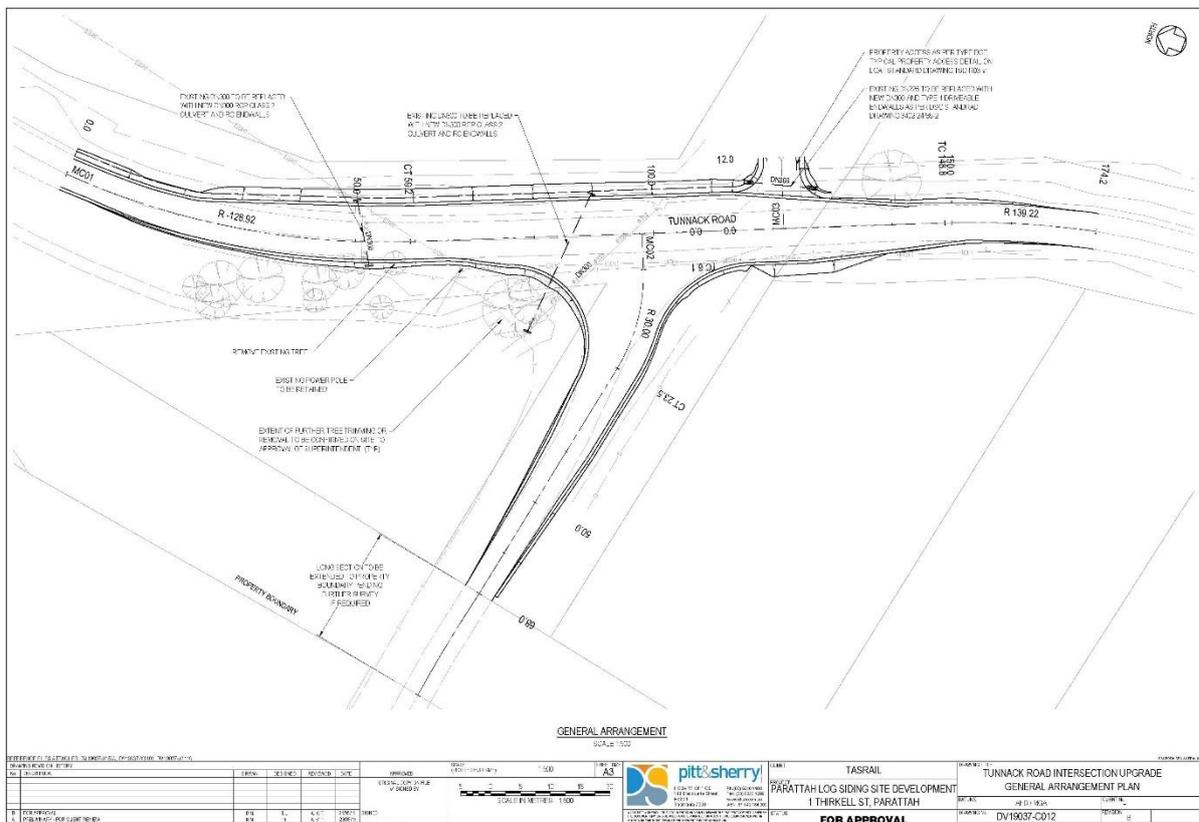
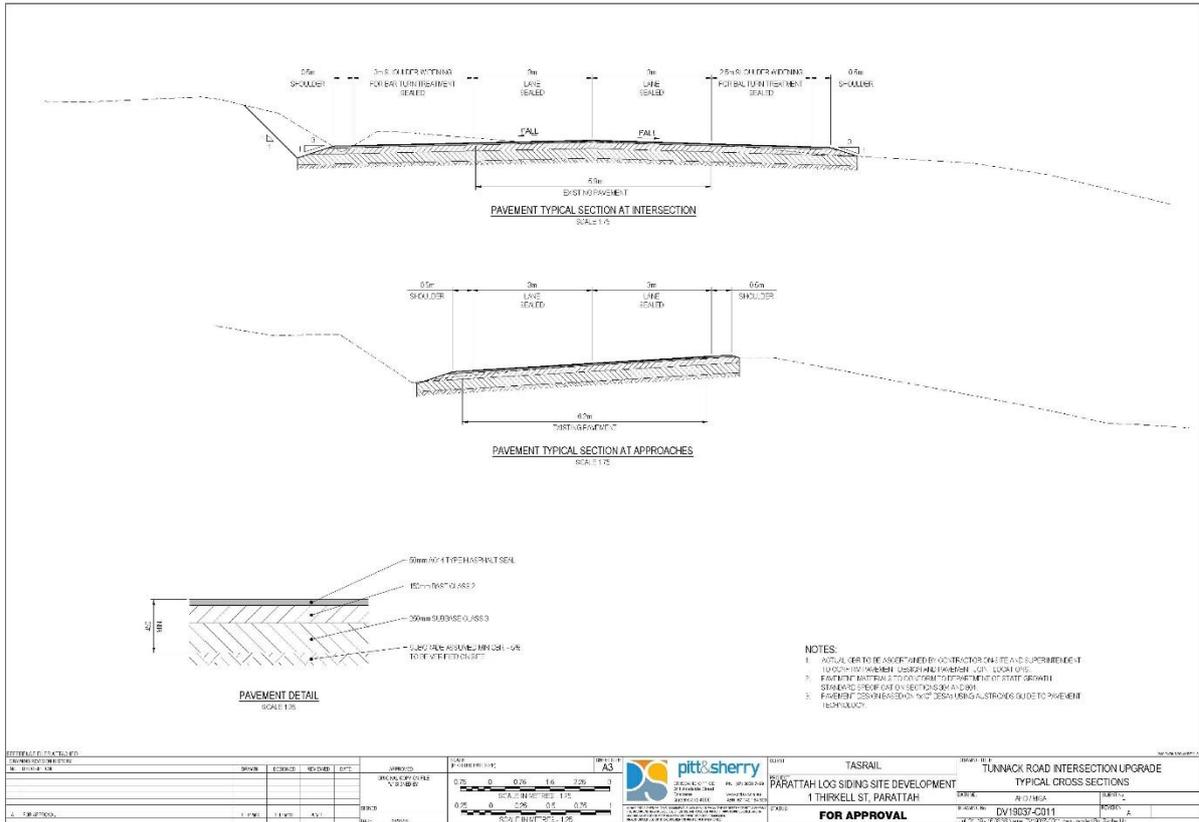
- GENERAL NOTES**
1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FOR THE WORKING BOUNDARY AND WORKS IN THE ROAD SEVERATION AND ON ADJACENT PROPERTIES.
 2. THE CONTRACTOR SHALL CONDUCT A PRELIMINARY SURVEY OF THE SITE AND OBTAIN ALL NECESSARY PERMITS AND APPROVALS FOR THE WORKING BOUNDARY AND WORKS IN THE ROAD SEVERATION AND ON ADJACENT PROPERTIES.
 3. ALL WORKS SHALL BE CONDUCTED IN ACCORDANCE WITH THE STANDARD DRAWING TENDERS AND TENDERS.
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FOR THE WORKING BOUNDARY AND WORKS IN THE ROAD SEVERATION AND ON ADJACENT PROPERTIES.
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- WORKS TO BE COMPLETED**
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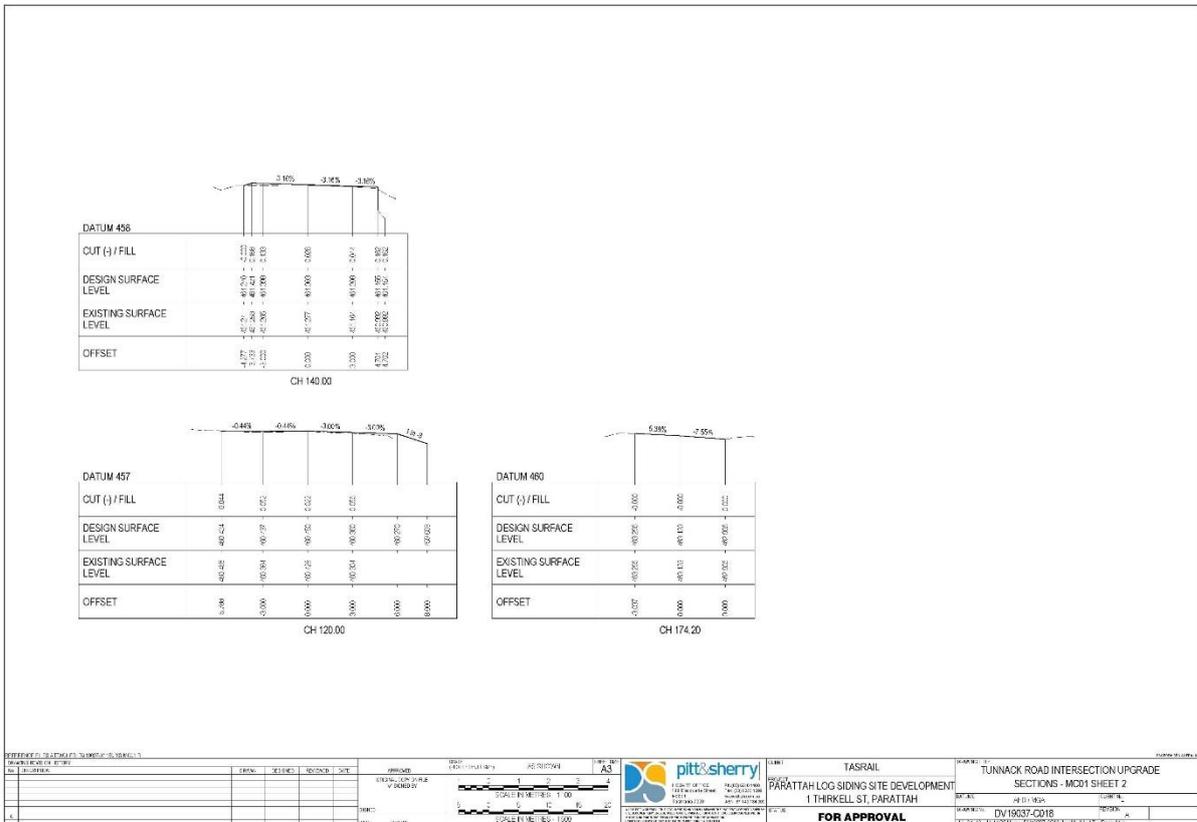
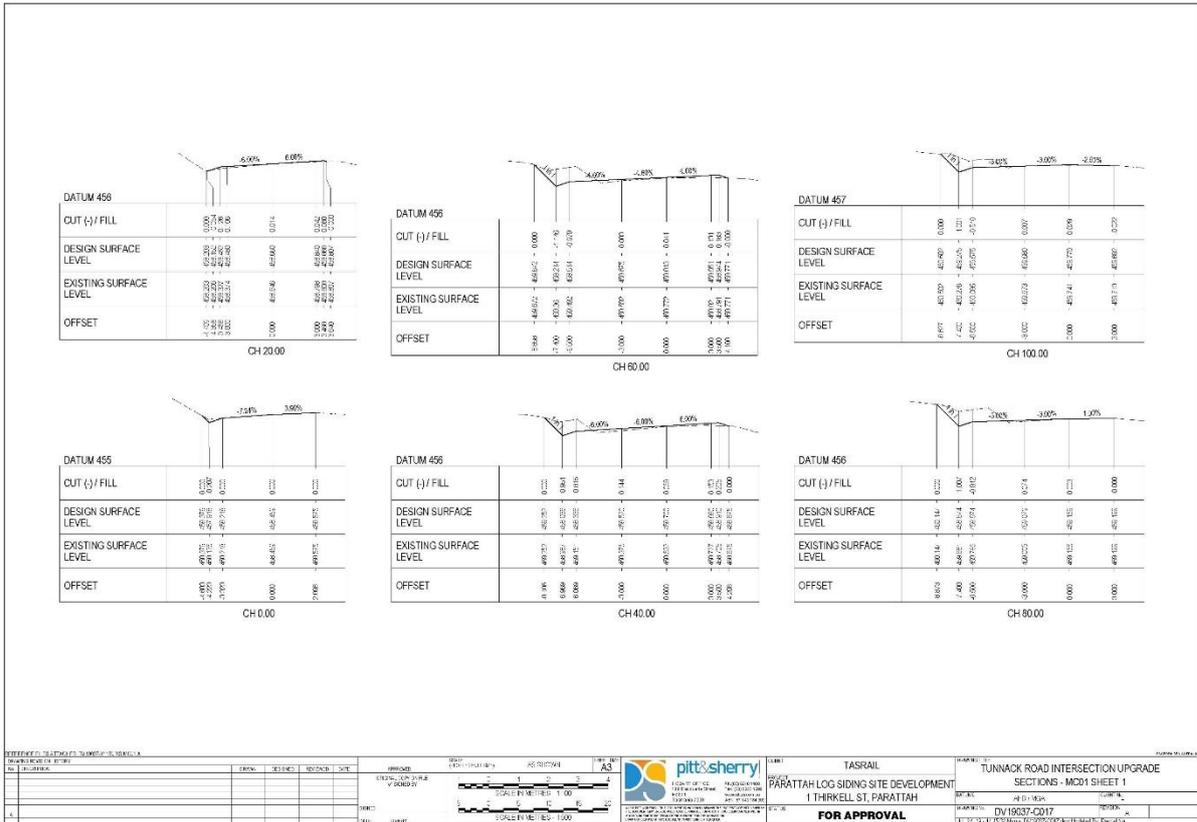
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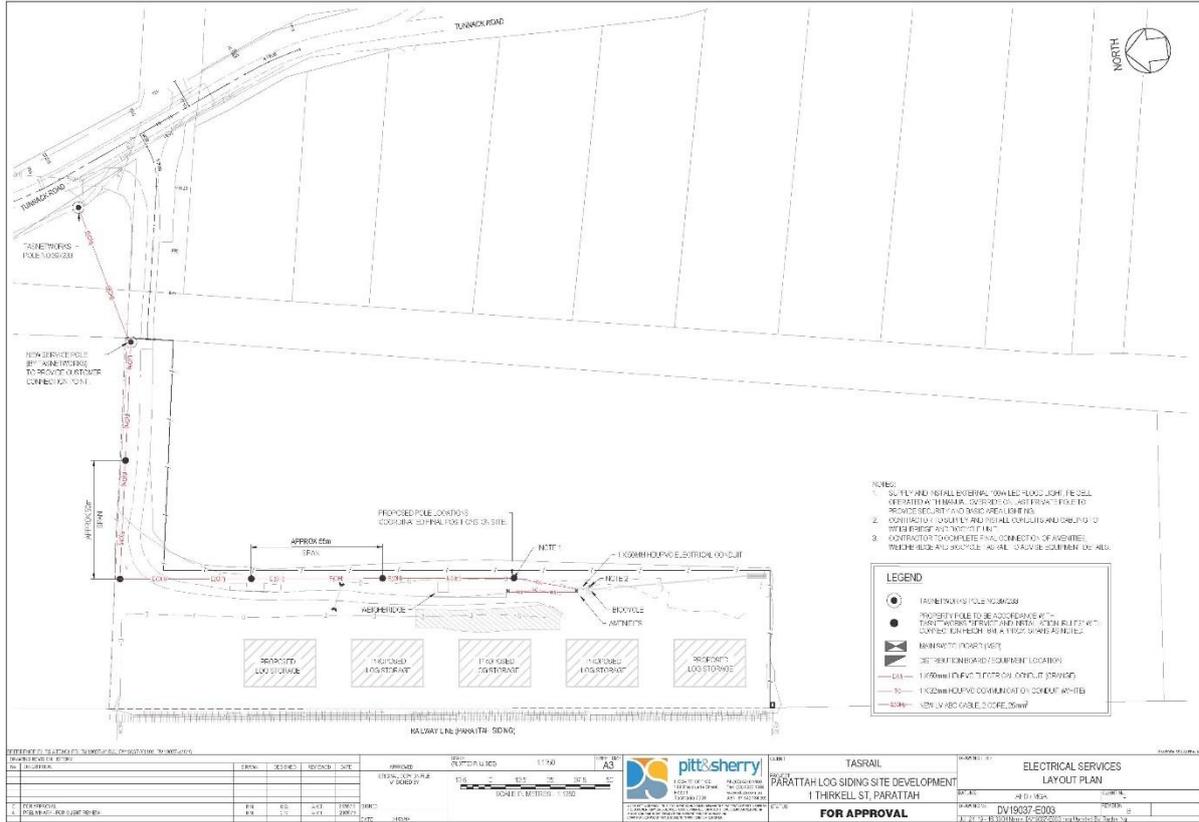
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Tasrail Pty Ltd
Parattah Log Yard
Traffic Impact Assessment

September 2019

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1. Introduction

TasRail are proposing to re-open a disused log yard rail siding at Parattah which is likely to result in a small volume of heavy vehicle traffic to be generated. A Traffic Impact Assessment is required to investigate the impact of the proposed re-opening on the external road network and recommend mitigation measures for any negative impacts.

The site is located south of Parattah in the area shown in .

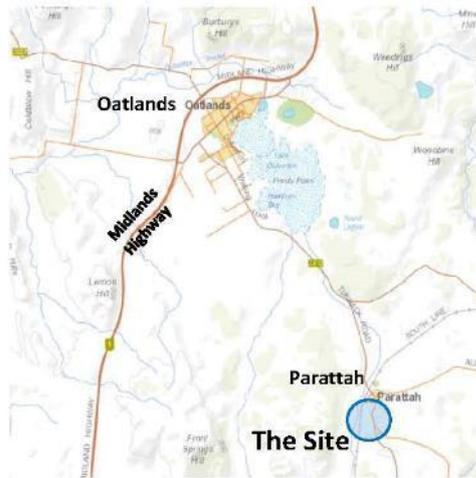


Figure 1 Locality map

Source: The List Map website

1.1 Supporting information

This report has been prepared utilising the following external data:

- Department of State Growth - Spatial Data Selector website, Crash Statistics

1.2 Scope and limitations

This report has been prepared by GHD for, and may only be used and relied on by TasRail for the purpose agreed between GHD and the TasRail as set out in section 1.1 of this report.

GHD otherwise disclaims responsibility to any person other than TasRail arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report, section 0. GHD disclaims liability arising from any of the assumptions being incorrect.

GHD has prepared this report on the basis of information provided TasRail and others who provided information to GHD (including Government authorities)), which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information.

2. Existing conditions

The site location is relatively remote with Oatlands being the closest major town some 7km away. The surrounding area is largely agricultural farmland with no other significant development present.

Sole access to the site is from Tunnack Road, via the siding access road, therefore these roads make up the road network under review in this investigation.

2.1 Road network

2.1.1 Tunnack Road

Tunnack Road runs from Oatlands through Parattah and on to Tunnack.

The cross section of Tunnack Road is approximately 6 m wide, asphalt surfaced with natural drainage runoff on both sides. The condition of the road is generally good and has a speed limit of 60km/h. The road is classified as a local road and owned by Southern Midlands Council.



Photo 1 – Tunnack Road looking south from the siding access intersection.

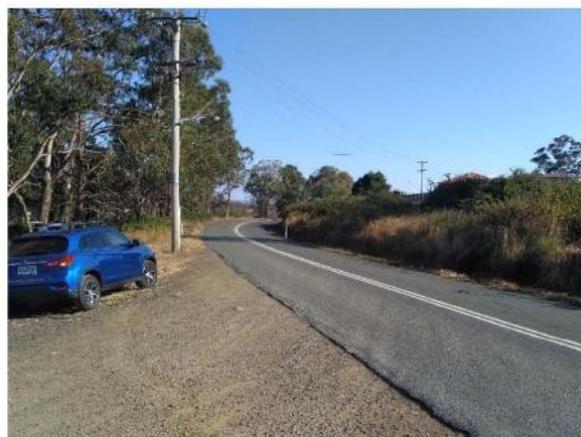


Photo 2 – Tunnack Road looking north from the siding access intersection

2.1.2 Siding access road

The cross section of this gravel road is approximately 5 m wide with natural drainage runoff on both sides. The condition of the road is generally good and is being further improved during construction of the rail siding. There is no street lighting or footpaths provided, however pedestrian traffic is scarce in the vicinity of the site.

The siding access road is approximately 380 m long, and is generally straight except for a sharp 90 degree bend halfway along its length.

2.1.3 Intersection of Tunnack Road and siding access road

The intersection of Tunnack Road and the siding access is a standard T-junction, with Tunnack Road having priority. A single street light is present at the intersection.

Sight distance from the siding access is satisfactory to the south but is marginal towards the north due to a horizontal curves in the road. To the north, the sight distance is 75 m, and to the south it is in excess of 90 m.

For a 60 km/hr speed zone, the Safe Intersection Sight Distance (SISD) requirement is 83 m, therefore sight distance to the north falls short of this requirement. (Source: Austroads manual Guide to Road Design Part 4A: Unsignalised and Signalised Intersections)



Photo 3 – Tunnack road and siding access intersection

2.2 Existing traffic data

Traffic volumes for Tunnack Road have been sourced from a spot traffic count conducted on the 24 January 2019. As would be expected, the traffic volumes are very low with only 10 light vehicles and 2 heavy vehicles passing the access road from 08h30 to 09h00, equating to an estimated hourly volume of 20-30 vehicles two way per hour. The volumes are not expected to vary significantly during any other part of the day.

2.3 Road safety

The roads are generally in good condition. Street lighting and footpaths are present within Parattah but none are present outside of the town except for a single street light at the siding access intersection.

There are horizontal curves on Tunnack Road north and south of the siding access which impact on the available sight distance. The sight distance to the north falls short of Austroads requirements.

Crash statistics for Tunnack Road were sourced from the Department of State Growth. The crash history is summarised below:

- Two crashes have been recorded, one in 2001 and another in 2005, both within the town of Parattah.
- The 2001 was minor and property damage only.
- The 2005 crash was serious and appears that a vehicle crashed into a tree on the left side of the road.

3. The Project

3.1 Overview of proposal

TasRail are in the process of re-opening a disused log yard rail siding at Parattah which will result in a generation of heavy vehicle traffic. Initially 12 trucks inbound loaded and 12 outbound empty semi-trailer movements are expected on a daily basis Monday to Friday. Over time this will increase to 20 inbound and 20 outbound daily movements from Sunday to Friday.

The site is located south of Parattah in the area shown in .

3.1.1 Access to site

Trucks will travel to the site from both the north and south, and will travel along Tunnack Road and turn into the siding access road. The cross section for the gravel access road is 5 m wide while the intersection with Tunnack road is currently wide enough to accommodate turning trucks.

Trucks will be able to turn at the rail siding and exit the site in a forward direction.



Figure 2 Project area

Source: The List Map website

3.2 Traffic generation

Information provided by TasRail indicate that the trips generated by the siding will be spread throughout the day and that the trucks will typically be standard semi-trailer and truck.

Truck trips are estimated to be split 75% to and from the south and 25% to and from the north which equates to 15 trips to and from the south per day and 5 trips to and from the north when considering future traffic generating potential of the site.

3.3 Traffic analysis

The vehicles will follow the route described above in Section 3.2.

The volume of development traffic is small when compared to the capacity of the road. However, an additional 40 trips per day will represent an increase in heavy vehicle traffic and the change in conditions will have a minor impact on the general public.

4. Impacts and recommendations

4.1 Road network

The asphalt surfaced Tunnack Road is owned and managed by Southern Midlands Council. The road connects Parattah to Oatlands. It is not expected that the traffic generated by the new operations at the site will have a significant negative impact.

A slight change in conditions may be noticeable within Parattah where speeds are low however based on the information provided by TasRail only a quarter of traffic generated by the site will travel via Parattah, equating to around 5 additional two way truck trips per day.

Due to the sight distance deficiencies at the intersection and to created improved passing opportunities around turning trucks, the Tunnack Road and siding access intersection is recommended to be converted to a Basic Left-turn Treatment and Basic Right-turn Treatment (BAL / BAR) type junction. The geometry details should be at a minimum standards of Austroads Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections.

The siding access leg of the intersection is recommended to be sealed to a length of 30 m and 7 m wide to aid trucks acceleration. Sealing this 30 m section will also aid to keep loose gravel and dirt off Tunnack Road.

The access road should be widened just before the 90 degree curve to allow a passing movement of two trucks. A widened section of 8 m by 40 m with a cross fall of no more than 2% is recommended.

4.2 Road safety

The road safety performance of Tunnack Road is generally satisfactory with roads in good condition and current signage adequate. The crash history also does not indicate that there is a road safety deficiency in the vicinity of the site.

Footpaths and street lighting are present within Parattah where minor pedestrian activity is expected but not on the rural roads where pedestrian activity is scarce.

Sight distance from the siding access road to the north is deficient by approximately 8 m and therefore the embankment vegetation should be cut back to improve the sight distance. Advanced warning signage indicating that trucks are turning ahead should be installed on Tunnack Road on both approaches to the site access road.

The intersection improvements to a BAL / BAR type junction will improve safety by allowing overtaking of the right turn truck movement and better deceleration and turning for the left turn movement.

5. Summary

5.1 The Project

TasRail are in the process of re-opening a disused log yard rail siding at Parattah and a small volume of truck traffic is expected to be generated daily. Initially 12 trucks inbound loaded and 12 outbound empty semi-trailer movements are expected Monday to Friday. Over time this will increase slightly to 20 inbound and 20 outbound movements from Sunday to Friday.

5.2 Road network

Traffic generated by the siding will increase heavy vehicle traffic volumes on Tunnack Road, however the impact through the Parattah township should be minimal given the estimated traffic generation distribution.

It is recommended that the intersection of Tunnack Road and the siding access road be upgraded to accommodate turning traffic in and out from the site which includes:

- Upgrading of Tunnack Road to include a BAL / BAR turning facility..
- The siding access road leg of the intersection should be sealed to a length of 30 m and 7 m wide.

In addition to the intersection works, it is recommended that the siding access road be widened to 8 m for a 40 m section near the 90 degree curve in the road as indicated on Figure 2.

5.3 Road safety

The road safety performance of Tunnack Road is generally satisfactory, however, the sight distance from the siding access road to the north is slightly deficient compared to standard requirements.

The proposed intersection upgrades suggested in Section 5.2 will assist in reducing the risk of incident at this intersection due to poor sight distances, however in addition to the intersection upgrade works, some further vegetation cut backs on the northern approach to the intersection would also be recommended. Advanced warning signage indicating trucks are turning ahead would also be recommended to assist in alerting drivers.

GHD

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Document Status

Revision	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
0	Dave Bekker	Erin Jackson		Stephen Kelly	On File	31/1/19

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Jacqueline Tyson

From: Jennifer Jarvis <Jennifer.Jarvis@tasrail.com.au>
Sent: Tuesday, 1 October 2019 10:53 AM
To: Jacqueline Tyson
Subject: RE: TasRail Application - Parattah
Attachments: 3219125 REP 0 Parattah Log Yard - TIA.PDF; IMG_2052.JPG; IMG_2053.JPG

Good morning Jacqui, please see below requested information. I'll give you a call to discuss the noise levels question.

Just to confirm, what occurs on the site (to be known as the Parattah Terminal) will be limited to comply with the village zoning and other applicable laws, meaning that log truck deliveries, unloading and loading of wagons will always be limited to daylight hours and permitted times.

1. TIA
 - Clean copy of the TIA attached
2. How are logs loaded/unloaded and will this always occur within the hours stated on the DA form?
 - Truck deliveries will only occur Monday to Friday and potentially on a Saturday. No plans for operations on a Sunday.
 - Logs will be unloaded from the trucks and loaded into rail wagons using either a front end loader/log grips or an excavator/log grips. Both the front end loader and the excavator will be stationed at the Terminal but only one mobile equipment will ever be operated at any one time.
 - The number of truck deliveries will be a total of 12 per day from commencement but ramping up to 20 truck movements per day at a peak
3. What type of lighting will there be?
 - The only lighting on the site (that is the Log Loading Terminal) will be one security light that illuminates the amenities building (and the weighbridge).
 - This is a 100W LED flood light PE Cell operated with manual override on private pole to provide security lighting.
 - The lighting on the site was included in the plans for approved Planning Permit DA 2019/66
4. Are noise levels expected to comply with the acceptable solution?
 - No noise modelling has been done at this stage.
5. Other
 - There is potential for a maximum of 3k tonnes of logs to be stored/stockpiled at the Terminal

Please note that TasRail acknowledges that activities within the Parattah Terminal are subject to the Village Zoning and any terms and conditions attached to the Development Application/Permit should it be approved.

For clarification it is worth noting that activities within the rail corridor that includes the Parattah rail siding are separate to the Parattah Terminal, noting that as per Clause 19.1(b) of the *Rail Infrastructure Act 2007* A railway entity does not have to comply with the requirements of the *Land Use Planning and Approvals Act 1993* as regards routine railway works that are carried out wholly within the rail network in order to maintain the rail network.

Kind regards

Jennifer

From: Jacqueline Tyson [mailto:jtyson@southernmidlands.tas.gov.au]
Sent: Monday, 30 September 2019 9:00 AM
To: Jennifer Jarvis
Subject: RE: TasRail Application - Parattah

Thanks Jen

From: Jennifer Jarvis <Jennifer.Jarvis@tasrail.com.au>
Sent: Monday, 30 September 2019 8:46 AM
To: Jacqueline Tyson <jtyson@southernmidlands.tas.gov.au>
Subject: RE: TasRail Application - Parattah

Good morning Jacqui, thanks for your email.

I was away on Friday, so will sort through the requested info and come back to you today.

Cheers

From: Jacqueline Tyson [mailto:jtyson@southernmidlands.tas.gov.au]
Sent: Friday, 27 September 2019 12:00 PM
To: Jennifer Jarvis
Subject: RE: TasRail Application - Parattah

Hello Jen,

We have a couple of questions arising from our Development Assessment Group – I haven't made this a formal RFI at this stage, hopefully they are easy! If not, let me know and I will issue a formal request.

1. Can we get a copy of the TIA without the Draft watermark please?
2. How are the logs loaded/unloaded and will this always occur within the hours stated on the DA form?
3. What type of lighting will there be (is this on the plans? I couldn't see it) and will this comply with the Acceptable Solution:

External lighting must comply with all of the following:

- (a) be turned off between 9:00 pm and 6:00 am, except for security lighting;
- (b) security lighting must be baffled to ensure they do not cause emission of light into adjoining private land.

4. Are noise levels expected to comply with the Acceptable Solution:

Noise emissions measured at the boundary of the [site](#) must not exceed the following:

- (a) 55 dB(A) (LAeq) between the hours of 8.00 am to 6.00 pm;
- (b) 5dB(A) above the background (LA90) level or 40dB(A) (LAeq), whichever is the lower, between the hours of 6.00 pm to 6.00 am;
- (c) 65dB(A) (LAmx) at any time.

Measurement of noise levels must be in accordance with the methods in the Tasmanian Noise Measurement Procedures Manual, issued by the [Director](#) of Environmental Management, including adjustment of noise levels for tonality and impulsiveness.

Noise levels are to be averaged over a 15 minute time interval.

Thanks

Jacqui Tyson

The General Manager

Southern Midlands Council

Oatlands

RE: DA2019/88 - Rail Siding (Timber Transport)

I write in reference to the above development application which seeks to formalise a previously informal transport node providing connections between rail and road transport for timber harvested locally.

In general I am in support of the initiative, however the development application contains a number of oversights and assumptions which must be addressed to ensure that the amenity of residents and road users is not adversely impacted by the works and future use.

The location in which the works are to occur is zoned 'village', a code which allows a wider range of activities than in a General Residential zone, but which still acknowledges that residential activities prevail, and that foot and cycle transport is a priority.

The discretionary activities in a village zone include 'transport depot and distribution' which is presumably the trigger for the public notification of, and contemplation of the application.

Section 16.4 of the plan sets out use standards which include building height, landscaping, fencing, setback, outdoor storage and design against which an application must be measured. None of these is particularly useful in terms of assessing the present application.

As there is no major building proposed, these seem to provide a disappointingly narrow selection of criteria against which to assess the proposal. Similarly the acceptable solutions for other criteria and equally irrelevant. It is surprising that Council has therefore agreed to assess the activity as part of this zone, rather than require the applicant to seek re-zoning to a more appropriate heading.

I am therefore constrained as to which matters I can seek consideration, however I would raise a number of issues which in my view have been poorly considered, or not considered at all, these being primarily traffic and noise impacts arising from the development, and the conflicts of use which exist in the location, which do not appear to have been noted by the applicant.

Setting

The development application states that the activity is occurring in an area that is "relatively remote from Oatlands being the nearest major town some 7 km away. The surrounding area is largely farmland with no other significant development present." This apparently overlooks the several residential properties overlooking the proposed development site.

Hours of operation will be 7:00 am to 9:00 pm Mon-Fri

8:00am to 6 pm Saturdays

9:00am to 5 pm Sundays

Loading will be either by forklift or log-grab (either method will generate noise).

There is no noise impact assessment supplied with the application however it is estimated that the noise level at the boundary will not exceed 55dB. This is the sound of a passing motor vehicle, however given the nature of the work, it is likely to occur suddenly and for short periods of time which can reasonably be expected to have a more significant 'startle' impact than continually passing traffic. The hours of operation proposed are not family friendly and should be revised to meet reasonable expectations of residential activity in a village zone. Proposed mitigation: Hours of operation on weekdays to be reduced to 7pm, and Sunday hours to apply on public holidays.

Noise associated with the braking (and incremental return to speed from a stationary position) has not been given consideration. With a proposed 40 vehicle movements per day, this will have an adverse impact on the amenity of residences fronting Tunnack Road. Proposed mitigation: that the situation be monitored and appropriate measures be introduced if it is considered a significant impact on the amenity of residents

Sightlines

The approach from the South (from which the majority of vehicles will approach) is compliant with the National Standards, however the approach from the south is 75m, the SISD being 83m. The report dismisses this discrepancy due to the 60km zone.

The "Guide to Road Design – P a r t 4 A : Unsignalised and Signalised Intersections" states that the ASD for trucks is 64m and 73 for a car, so this appears to be compliant with the standards, but does not take into consideration the local tendency to speed up between the residential sections of Parattah. Proposed mitigation: The road surface will be clearly marked with advice of entering traffic on the northern approach to the intersection, prior to the commencement of the curve.

Pedestrian Movement.

16.1.1.3

To ensure [development](#) is accessible by walking and cycling.

There is a made path which terminates at Thirkell Street, and which is commonly used by locals, cyclists, riders and tourists, and in particular school children circulating around the village. The traffic impact assessment fails to note this footpath, or the less formal path on the opposite side of Tunnack Road which links it to the residential areas on Bailey's Road and Tunnack Road, which is maintained by Council. The habitual use of the path by locals and visitors will give rise to potential conflict which must be managed by appropriate signage and movement controls. Proposed mitigation: The footpath be clearly signposted with advice regarding proximity to heavy vehicle traffic.

Conflicting entry points

Thirkell Street enters Tunnack Road opposite Ron Johnson's driveway entrance. That driveway exits to the south, and is frequented by a variety of vehicles in various states of disrepair attending the property for mechanical servicing. There is a potential for conflict between the two uses. Proposed mitigation: appropriate merge lanes, and lane markings and upgrade to the entrance opposite at the applicant's expense.

Conflict with School Bus stop and associated activity: The traffic impact assessment provides no useful datum from which to measure the potential increase in traffic flow, as it was carried out on the Thursday prior to a long weekend, during school holidays. Traffic flow along Tunnack Road experiences a significant up-tick during term time, and of course the school bus service is also in operation during that period. The School bus stops at the entrance to Bailey's Road, which is only around 50 metres from the proposed entrance to the log transfer node. Proposed mitigation: The school bus stop be adequately signposted with luminous signage, and users advised of the changed traffic patterns prior to commencement of work.

Conflicts with pre-existing road use The road is used by a variety of vehicles and livestock, including sheep movements, agricultural vehicle movements, domestic and commercial vehicles, stock transport vehicles, and service vehicles attending to road and rail maintenance. While consultation has occurred with those businesses which it is anticipated will be utilising the service, there has been none with the current road users and residents. Proposed mitigation that the applicant advise, in writing, the owners of rural properties in the district and residents in the affected area.

It should be noted that while there will be two employees on site during periods of activity, it is anticipated there will be one FTE (ie full-time-equivalent). In other words, there will be no new job created by the works.

While the application limits the proposal to timber transport, it may be advisable to suggest a condition that any escalation of activity beyond that outlined in the Plan will require a separate approval. I am concerned that in the event of a mine commencing operation at Woodbury, the potential for this facility to be viewed as a desirable node for transfer of coal to rail transport is high, and would have significant adverse impacts on health, safety and amenity.

Proposed mitigation: Condition the approval very specifically for the purpose of timber transport.

Kind Regards

11.2 SUBDIVISIONS

Nil.

11.3 MUNICIPAL SEAL (Planning Authority)

Nil.

11.4 PLANNING (OTHER)

Nil.

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

Mr Brad Williams (Manager, Heritage Projects) entered the meeting at 11.00 a.m.

Mr D Cundall and Mrs J Tyson left the meeting at 11.04 a.m.

12. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)

12.1 Roads

Strategic Plan Reference 1.1.1

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

Nil.

12.2 Bridges

Strategic Plan Reference 1.2.1

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

Nil.

12.3 Walkways, Cycle ways and Trails

Strategic Plan Reference 1.3.1

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

Nil.

12.4 Lighting

Strategic Plan Reference 1.4.1a & 1.4.1b

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

Nil.

12.5 Buildings

Strategic Plan Reference 1.5.1

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

Nil.

12.6 Sewers / Water

Strategic Plan Reference(s) 1.6.1 & 1.6.2

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.

12.7 Drainage

Strategic Plan Reference 1.7.1

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

Nil.

12.8 Waste

Strategic Plan Reference 1.8.1

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

Nil.

12.9 Information, Communication Technology

Strategic Plan Reference 1.9.1

Improve access to modern communications infrastructure.

Nil.

12.10 Officer Reports – Infrastructure & Works

12.10.1 MANAGER – INFRASTRUCTURE & WORKS REPORT

Report deferred until the arrival of the Manager, Infrastructure and Works.

13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)

13.1 Residential

Strategic Plan Reference 2.1.1

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

Nil.

13.2 Tourism

Strategic Plan Reference 2.2.1

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

Nil.

13.3 Business

Strategic Plan Reference 2.3.1a, 2.3.1b & 2.3.1c

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.

13.4 Industry

Strategic Plan Reference 2.4.1 & 2.4.2

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.

14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)

14.1 Heritage

Strategic Plan Reference 3.1.1, 3.1.2 & 3.1.3

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

14.1.1 HERITAGE PROJECT PROGRAM REPORT

Author: MANAGER HERITAGE PROJECTS (BRAD WILLIAMS)

Date: 18 OCTOBER 2019

ISSUE

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

DETAIL

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

- Review of the Oatlands booklet info & tear-off map. Providing new photos & consulting with residents about featuring their buildings.
- Meeting with Regional Development Authority & providing a tour of the heritage buildings.
- Preparation for and staging of the History & Heritage School Holiday Program & conducting activities for 15 young people.
- Preparation of the heritage buildings to host the State Awards for Keep Australia Beautiful Sustainable Communities.
- Working in partnership with Centre for Heritage to maximise the usage of Heritage Hub & Commissariat including combined marketing, branding, workshop planning & shared space across the site.
- Review of the Oatlands Key user manual.
- Create & deliver Oatlands heritage & printmaking workshop for Hunter Island Press artist in residence participants (14 attended).
- Brad Williams has been on leave for part of this month.

RECOMMENDATION

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

DECISION

Moved by Clr K Dudgeon, seconded by Clr A Bisdee OAM

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

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

Mr B Williams (Manager, Heritage Projects) left the meeting at 11.13 a.m.

14.2 Natural

Strategic Plan Reference 3.2.1 & 3.2.2

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

14.2.1 NRM UNIT – GENERAL REPORT

Author: NRM PROGRAMS MANAGER (MARIA WEEDING)

Date: 15 OCTOBER 2019

ISSUE: Southern Midlands Landcare Unit Monthly Report.

DETAIL

- A Lake Dulverton and Callington Park meeting was held Monday 30th September 2019. The meeting gave an update to members on a number of issues in progress. There were no new issues raised. *Minutes from the meeting have been forwarded for consideration at the October 2019 Council meeting.*
- A meeting of the Kempton Streetscape Group was held on Monday 30th September 2019. One of the items discussed was the proposed changes to the forecourt area at the Kempton Memorial Hall. Following on from the 2nd September meeting whereby comments were made on changes, a revised draft plan had been prepared by Play Street Landscape Architects. The committee are now ready for the draft plan to go out for public consultation. This will occur prior to submitting a Development Application to Council for Planning and Building approvals. Helen and Maria will prepare the information to go out for the community consultation.
- Following consultation with Oatlands School in relation to playground equipment, a meeting was held with some playground equipment experts on 24th September 2019. As a result of this meeting, Council will be advised as to various combinations of equipment options. The options will take into account age ranges, placement of items relative to other items, height ranges of the equipment, plus considering a matrix of skills to be gained by the users of the playground – ie balance, co-ordination etc. Advice on where rubber versus soft fall is located will also be provided. The information will go to the Lake Dulverton & Callington Park Committee as the next step.
- Maria has been busy with representatives from the Mt Pleasant Football Club in relation to the proposed upgrade of the toilets at the recreation ground. After an on site meeting with recreation ground representatives and Phil Krause, a draft design plan of the upgrade has been drawn up. An initial Expression of Interest (EOI) was sent to the office of Brian Mitchell (MP) seeking additional grant funding to the Council budget allocation. The EOI was successful and the club selected to submit a formal application to the Australian Government for funding. The formal application was submitted and at this stage there is no indication if the application has been successful.
- Following on from last months visit to Hobart by Jack Lyall, Helen and Maria to investigate path surface options for possible use for the pathway at Lake Dulverton it is now recommended that the Dirt Glue product be the pursued further for construction of the path.

- Helen Geard took some annual leave and Maria Weeding has been absent from work due to sick leave over some of October.

WEEDS REPORT

The Weeds Officer – Jen Milne has submitted the following report for her work to 15th October 2019.

Site visits and roadside weed control:

- Re-inspected areas of Storey's Road and Blackbrush Road after initial treatment of Paterson's Curse. None have gone to flower to date and will be monitored for secondary growth. Little seen to date in previously recorded sites (Eddington Rd, Hall Lane, Lower Marshes Rd). Have discussed control options with landowners who have known infestations.
- Started site inspections of known Paterson's Curse sites around Brighton as part of the shared service arrangement with Brighton Council.
- Woodsdale cemetery – three large Spanish heath bushes dug out from roadside opposite cemetery. Old bushes that were below the grass line so unknowingly repeatedly slashed. Discussing management of SH with cemetery caretaker. These bushes will need to be dug out over time due to well established roots.
- St John's Wort – Little Plains Rd. Very healthy roadside population growing amongst bollards (stored from Midland Hwy roadworks). Control scheduled and State Growth contacted to ensure contractor undertakes weed hygiene when removing bollards.

Enquiries:

- Boneseed report (Dysart) and roadside weed report (capeweed).

Communication:

- Contacted landowners on Mud Walls Road to discuss gorse control adjacent to roadside. State Growth undertaking spot spraying in this section due to minimal gorse along roadside corridor. Majority of landowners taking the opportunity to utilise the same contractor to spray whilst undertaking State Growth works in area.
- Information developed for social media re Paterson's Curse and Brighton collaboration.
- "Report a weed" is now on the Southern Midlands website as an online form. This option is being promoted in the upcoming council newsletter.
- Discussing control of Spanish heath on private properties in Levendale with landowners.

RECOMMENDATION

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

DECISION

Moved by Clr R McDougall, seconded by Clr K Dudgeon

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

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

14.3 Cultural

Strategic Plan Reference 3.3.1

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

14.3.1 HERITAGE & BULLOCK FESTIVAL 2019 EVENT EVALUATION

Author: DEPUTY GENERAL MANAGER, MANAGER COMMUNITY & CORPORATE DEVELOPMENT (ANDREW BENSON)

Date: 17 OCTOBER 2019

Attachments(s):

Event Evaluation – Heritage & Bullock Festival 2019

ISSUE

Provision of a brief report on the Heritage & Bullock Festival 2019 for Council's information and consideration.

DETAIL

The information provided in the attached Report provides a basis for discussion and a documented record to assist with any future event.

The Report covers the following components;

<i>Introduction</i>	3
<i>Background</i>	4 - 8
<i>Why We Did This</i>	9
<i>How Did We Do It</i>	10 - 13
<i>The Street Parade - What a Start!</i>	14
<i>Spaces & Places Used For The Event</i>	15 - 23
<i>Who Supported Us</i>	24
<i>What Was Achieved</i>	25 - 26
<i>Acknowledgements</i>	27
<i>Appendices</i>	28
<i>What Allows Us To Formally Undertake This Event</i>	
<i>Program Flyer</i>	

Summary of what was achieved

The costs to Council of delivering the Festival; (as at 17.10.19)

Expenditure \$16,025.43

Income	<i>Clr Don Fish</i> \$ 1,000.00	
	<i>Petrol Raffle</i> \$ 1,120.00	
	<i>From Bakery</i> \$ 520.00	\$ 2,640.00
		\$ 13,385.43
	<i>Non budgeted item of Centre for Heritage stage construction</i>	\$ 4,462.50
		\$ 8,922.93

Through a careful analysis it is estimated that in the order of **4,500 people attended the Festival** over the two days.

There were an **estimated 718 volunteer hours** provided in the planning, activities and windup of the Festival.

To calculate the estimated benefit to the Community from this event, we have based the assumption that an estimated spend in accordance with the Report 'Reinventing Rural Places', for the 2018 Festival was \$50/person which is acknowledged as quite a conservative estimate, therefore using that base to gain a longitudinal understanding of a consistent rate we have multiplied the \$50.00 (2018) by the CPI for the following twelve months (CPI 1.6% June quarter 2018 to June 2019) equates to \$0.80 increase, therefore **\$50.80 x the number of attendees 4,500 = \$228,600.00** that stays in the Community as an economic benefit from the Festival.

Brian Fish, Chairman of the Heritage & Bullock Festival said *"There were so many high points in the event that they are too numerous to mention, suffice to say that everyone put in a major effort and should rightly be very proud of Oatlands and the Heritage & Bullock Festival 2019"*.

CONCLUSION

The Event Evaluation Report is commended for Council's consideration

Human Resources & Financial Implications - Funds included in the 2019/2020 budget \$10,000.

Community Consultation & Public Relations Implications - The Community have embraced the event and indications are that they keep to continue with another event.

Policy Implications - Nil.

Priority - Implementation Time Frame - NA

RECOMMENDATION

THAT the information be received and noted.

DECISION

Moved by Clr R McDougall, seconded by Clr A Bisdee OAM

THAT the information be received and noted.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	



Event Evaluation

by
Andrew Benson
Project Manager
September 2019



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*200 Years On there's still plenty of ways to get held up on the
Heritage Highway in the Southern Midlands of Tasmania*

Introduction

What better place for a Heritage & Bullock Festival 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;*
- ❑ *Many historic films have been shot in Oatlands, and the most recent being 'The Nightingale' circa 1834 which has just won international acclaim at the Venice Film Festival;*
- ❑ *The absence of the visual clutter of the overhead power poles in the High Street reinforces the historic streetscape;*
- ❑ *The Southern Midlands Council have a major commitment to 'heritage' by*
 - *Being the custodians of many of the significant heritage buildings and significant heritage spaces in Oatlands*
 - *Constantly investing in the restoration of buildings in their care, with the assistance of State as well as Australian Government grants*
 - *Employing a Heritage team;*
 - *Having 'heritage' as a high priority in the SMC Strategic Plan 2018 – 2027*
- ❑ *Oatlands is the home of Brian Fish and his nationally renowned Bullock Team, a fair dinkum heritage icon;*
- ❑ *The Community of Oatlands is very proud of its heritage, eg the Oatlands District Historic Society are a active not-for-profit group that has a great museum with constantly changing displays from a bygone era, Cantwell's Store is unique because as you walk in the doors you virtually walk back in time and find yourself enveloped in yester year; and finally*
- ❑ *Oatlands is a significant Village and a former coaching stop on the Heritage Highway between Hobart & Launceston.*

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 Heritage & Bullock Festival.

Background – Chronology of Past Events in Oatlands

Festivals and events have been delivered in Oatlands over many years with varying degrees of success.

- *A Rodeo was held in the Callington Park area for some during the 1990s, however it is understood that the numbers were low;*
- *In 2001 an annual Oatlands Open Day (later referred to as the Oatlands Spring Festival) operated for approximately ten years until its demise in 2012. The festival occupied one day in the month of October. The comment was made that ‘the Committee just got worn out’ and therefore the festival lost its focus and the continuing Committee wobbled until the decision was made not to proceed with any further Oatlands Spring Festivals;*
- *There have been a number of Bullock Festivals that have been held in Oatlands, 2006, 2009 and these were held, very successfully on the land on the western side of the Midland Highway but in close proximity to the Village of Oatlands, these events paced heritage agricultural practices against modern agricultural practices – horsepower against bullock power; and*
- *In 2016 the SMC Arts Advisory Committee resolved to have a one day event in August, and the local Bullock Committee had resolved to run a two day event over that same weekend. It was late in the planning however the two groups worked together to provide a memorable experience. The Arts Advisory Committee showcased arts and crafts, including blacksmiths, quilting, weaving, painting and the like.*
- *In 2018 the first Heritage & Bullock Festival was established, with a whole of Village focus – it was an amazing two day event.*



Background - Recognition of the 2018 Heritage & Bullock Festival



For a copy of this Evaluation refer to
the Southern Midlands Council website
www.southernmidlands.tas.gov.au

Background - Recognition of the 2018 Heritage & Bullock Festival (extract from Evaluation)

What Was Achieved – Finances, Volunteers & Visitors

Through a careful analysis it is estimated that in the order of 4,500 people attended the Festival over the two days

There were an estimated 653 volunteer hours provided in the planning, activities and windup of the Festival

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 5,200 = \$260,000.00 that stays in the Community as an economic benefit from the Festival.

Examples of benefits to the individual Community organisations (generated by direct visitor expenditure):

- | | |
|--|---|
| <i>The Wooden Spoon Café in High Street Oatlands –</i> | <i>Normal takings on a Saturday (not open on Sundays) \$100 for the day, takings for the two days of the Festival \$3,000</i> |
| <i>The Brighton & Southern Midlands Pony Club -</i> | <i>The Club ran a BBQ at the drover's Hut in Callington Park on the Saturday. They generated \$1,200 through the BBQ for the Club</i> |
| <i>The Oatlands Bargain Centre (Preloved Clothing) -</i> | <i>They would take in the order of \$180 /weekend normally. Over the Festival weekend they took in the order of \$700</i> |
| <i>The Bullock Committee</i> | <i>Donated \$7,000 to the Midlands Multi-Purpose Health Centre, Oatlands</i> |

Brian Fish, Chairman of the Heritage & Bullock Festival said "There were so many high points in the event that they are too numerous to mention, suffice to say that everyone put in a major effort and should rightly be very proud of Oatlands and the Heritage & Bullock Festival"



Background - Recognition of the 2018 Heritage & Bullock Festival



Background - Recognition of the 2018 Heritage & Bullock Festival



MERCURY

Stardom (brand excellence):

This category is really about showcasing experiences that make southern Tasmania a very special place to visit. The pillars that underpin the Tasmanian brand are:

- ★ arts and culture
- ★ waterways
- ★ history and heritage
- ★ food and beverage, and
- ★ nature and wildlife experiences.

This category provides the opportunity for businesses to demonstrate how they contribute to the southern Tasmanian brand by showcasing these tourism assets in the best possible light. Nominees will need to show how they create lasting memories by delivering unique experiences with the highest standards of service excellence.

Finalist:
Southern Midlands Council Heritage & Bullock Festival 2018



Heritage & Bullock Festival 2019 - Oatlands

Why We Did This – raison detre

Hear ye ! Hear ye ! Hear ye !

In the days long before mass communication, Town Criers with hand bells were the best way to get the latest news and announcements to the general public in Georgian England as well as the Colonies.

We used the same method in sharing information over the duration of the Festival.

We 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 to have 'an event';*
- *Build on the success of the 2018 Heritage & Bullock Festival*
- *Raise the profile and tourist experience (intra-state as well as inter-state) of Oatlands & the Southern Midlands;*
- *Open Oatlands' heritage buildings to the general public; and*
- *Showcase Oatlands as a 'living historic Village'.*

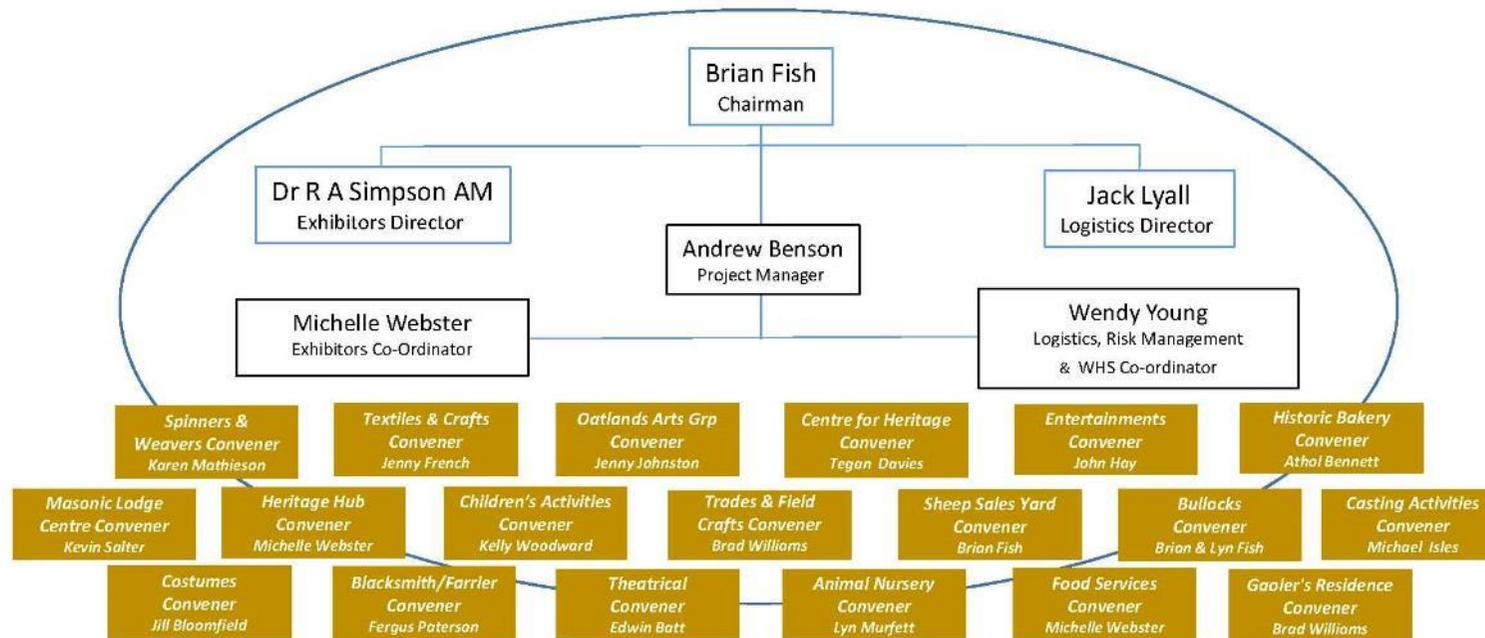
We wanted to achieve

- **Awareness** – we wanted people to know more about the tourism & visitor experience in our region
- **Dispersal** – we wanted people to explore more parts of our region
- **Yield** – we wanted each visitor to spend more during their visit



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How we did it – Created an amazing team to drive the event



How Did We Do It – the basics were reviewed

We

- *Listened to the Community*
- *Continued the well structured Festival Committee, with a few additional members*
 - *Exceptional Community Leadership as the Committee drivers by well respected individuals in the Community, Chairman - Brian Fish, Exhibits Director - Dr R A Simpson AM, Director Logistics - Jack Lyall*
 - *Underpinned those Community Leaders with solid and enthusiastic cluster of people, Andrew Benson – Project Manager, Michelle Webster - Exhibits Coordinator, Wendy Young – Logistics / Risk Mgt / WHS Coordinator;*
 - *Created a group of Conveners for each cluster of activities, eg Entertainment, Traditional Trades, etc*
 - *Finally the coming together of an energetic and passionate Committee who were fun to work with & outcome, focused*
- *Developed a comprehensive Event Management Plan*
- *Had great media support through Keryn Nylander, Communications Consultant*
- *Understood the learnings from the 2018 Festival*
- *Engaged with the Community through the Community groups in Oatlands*
- *Engaged with the High Street Traders*
- *Gave away branded T shirts and badges*
- *Were responsive to identified needs flagged through the Community engagement processes*
- *Honoured the underpinning principles encircling the logo, Integrity, Traditional, Authenticity, Skills, Craftsmanship, & Heritage*

How Did We Do It – with the Media

*We maximised the use of
a range of media spectrums
as well as our own signage
positioned in strategic locations
on highways leading to and from
Hobart*



The Heritage Hub Facebook page had over 23,000 hits



Brian Fish and Andrew Benson had three interviews with ABC Radio. Brian had one radio interview with Dave Noonan on Triple M radio

How Did We Do It – with the Media

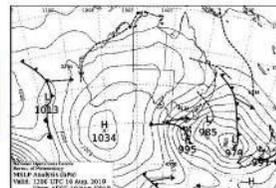
Southern Midlands Council Web Site
and Facebook →

A wide range of websites carried our information through
the our entry on the Australian Tourism Data Warehouse.

The Heritage Highway Tourism Region
Website and Facebook provided tremendous
support for the event with trickle feed snippets
regularly during the lead-up to the Festival



Unfortunately the only form of media coverage
that was unkind to the Festival was the
Weather Forecasting - predicting snow down to 600m,
gale force winds up to 50kph along with a forecast
for Hobart of between 25mm to 30mm of rain over
the weekend. It ended up not quite 'tropical'
in Oatlands but not as bad as the Bureau had
predicted



The screenshot shows the website's layout for the festival. At the top is the council logo and navigation menu. The main content area features a large banner for the 'Heritage & Bullock Festival 2019' on the 10th & 11th August in Oatlands, with a historical illustration of bullock teams. Below the banner is a promotional text: '200 Years On there's still plenty of ways to get held up on the Heritage Highway in Oatlands. Join Us! This event is free entry'. A sidebar on the left lists various community services. A 'Contacts' sidebar on the right provides contact information for Andrew (General Enquiries), Michelle (Exhibitors), and Wendy (Logistics). At the bottom, there is a list of links for festival information and a 'Proud Sponsors of the Heritage & Bullock Festival 2019' section featuring logos for Roberts, Kempf, Bushranger, and Shene.

Heritage & Bullock Festival 2019 - Oatlands

The Street Parade - What a start!



Everyone Loves the sight & sound of a Pipe Band

The Street Parade demonstrates the cultural mix of Tasmania during the 1800s, Pipers were part of the military Regiments that were in the local garrison, the pack horses and bullock teams were part of everyday working life. Between 1886 and 1896 Chinese outnumbered their European counterparts throughout the NE region of Tasmania and in some areas by much as 10 to 1. The Chinese also constituted the largest group of non-European immigrants to early Tasmania.



Lion Dancers from the Tasmanian Chinese Buddhist Academy



The Steam Engines were a big hit with the gathered crowd



Brian Fish with his Bullock Committee assistants & his beloved Bullocks

Places & Spaces Used For The Event



Council Chambers
Circa 1881
Custodianship by SMC



Oatlands Arts Group



Oatlands Community Hall
Circa 1876
Custodianship by SMC



Don Fish hand shearing
for the Spinners

Places & Spaces Used For The Event



Supreme Court
Circa 1827
Custodianship by SMC



Cherry Brandy Leather



Steve Lovegrove
Collodion Photography



Forgotten Islands Brewery Cooperage

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Places & Spaces Used For The Event



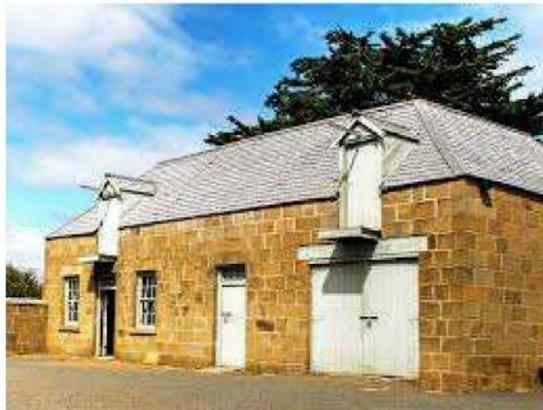
Mill Owners Cottage – Callington Mill
Circa 1837
Custodianship by Callington Mill Pty Ltd



Children's activities in the
Mill Owner's Cottage



Animal Nursery in the Stables
by the Sorell School Farm



The Stables – Callington Mill
Circa 1837
Custodianship by Callington Mill Pty Ltd



Fergus with his Farriers & Blacksmiths

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Heritage & Bullock Festival 2019 - Oatlands

Places & Spaces Used For The Event



*Resident Farrier /
Blacksmith, Fergus
Paterson showing
Paul & Jenny
Wilson the finer
points of a horse
shoe*



Callington Mill and Miller's Cottage

Circa 1837

Custodianship by Callington Mill Pty Ltd



*Graham Green
demonstrating
shingle splitting to
enthusiastic
onlookers in the
Miller's Cottage*



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Heritage & Bullock Festival 2019 - Oatlands

Places & Spaces Used For The Event



Commissariat
Circa 1828
Custodianship by SMC



Baker
Athol Bennett



Joiner
Peter
Centre for Heritage



Shop
Circa 1875
Custodianship by SMC



Leather Worker
Tania Burbury

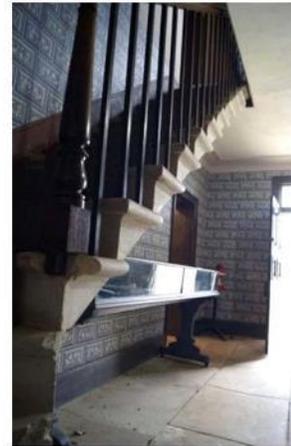
*Other traditional
trades operated
out of the Shop
during the Festival*

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Places & Spaces Used For The Event



Gaoler's Residence
Circa 1837
Custodianship by SMC

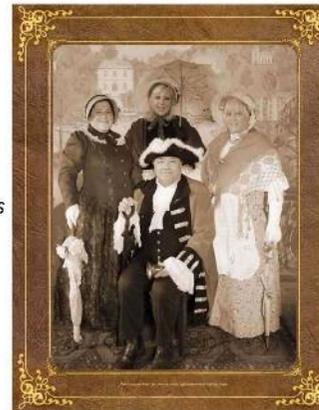


Traditional wall paper making by artisan Alan Townsend inside the entry of the Gaoler's Residence



Theatre performance at the Gaoler's Residence in the courtyard

Olde Time Portraits



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Heritage & Bullock Festival 2019 - Oatlands

Places & Spaces Used For The Event – Community & Organisations in Oatlands



Oatlands District Historical Society Inc.
Circa 1951
Owned by the Society



The Historical Society established displays in the Museum that reflected the theme of the Festival with traditional trades showcased



Cantwell's Store
Circa 1860
Owned by Joan Cantwell



Joan Cantwell behind the counter with her daughter Heather Briggs in the shop, a little like Arkwright's Shop in 'Open All Hours'

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Heritage & Bullock Festival 2019 - Oatlands

Places & Spaces Used For The Event – Callington Park and Surrounds



Heritage & Bullock Festival 2019 - Oatlands

Places & Spaces Used For The Event - Food & the Sheep Auction

A significant objective was to ensure that the 'Traders' in Oatlands benefitted from the Festival. To that extent the Committee invited food vans and two coffee vans to participate in the event, given the anticipated visitors numbers, a lack of food outlets would have been a major barrier to the success of the event.



In addition the Drover's Hut BBQ in Callington Park was offered to a number Community sporting groups, the Brighton & Southern Midlands Pony Club took up the option for the Saturday and the Mount Pleasant Football Club took up the option for the Sunday.

The Entertainment and Food Precinct was a busy space, with the Oatlands Golf Club and other food/drinks vendors doing quite well.

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Heritage & Bullock Festival 2019 - Oatlands

Sponsors

Proud Sponsors of the Heritage & Bullock Festival



SOUTHERN MIDLANDS COUNCIL



Roberts
A RURALCO BUSINESS
Roberts Livestock since 1865



OLD KEMPTON
DISTILLERY
TASMANIA
Nick Fish
Wood Merchant

BUSH RANGER
POWER EQUIPMENT
DF & GT Fish
Strathburn
Ken & Janine Thorpe
Tilt Tray Truck Transport
Clinton Graham Transport
Hodge Livestock Transport
David Wells from R T Fish Bakery
Supporting the Oatlands Commissariat Bakery



CALLINGTON MILL



ARARAT MEAT EXPORTS
EST. 296
AUSTRALIA



HALL EARTHMOVING



SHENE
ESTATE & DISTILLERY
Grant Wilson
Potatoe Grower

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Heritage & Bullock Festival 2019 - Oatlands

What Was Achieved – Feedback



Facebook post interface showing feedback comments on the Heritage & Bullock Festival 2019 - Oatlands.

Shirley Allen Just beautiful 😊
Like Reply Message · 1w · 1

Marie Fava Shame about the weather but congratulations to you all, another great weekend. Look forward to next year 🙌
Like Reply Message · 1w · 1

Heritage Hub Oatlands Thank you Marie! Yes, we can't do much about the weather unfortunately. We are most grateful for everyone's efforts in helping to put on a great festival showcasing so many wonderful traditional skills, trades and crafts- in rain, hail and shine! Looking forward to next year!
Like Reply · Commented on by Kelly Woodward [?] · 1w · 2

Dennis Cousens Wonderful effort always fantastic
Like Reply Message · 1w · 2

Kathleen Gordon Super WELL DONE EVERYONE!!!
Like Reply Message · 1w · 2

Ann Hoare Great day. 🙌
Like Reply Message · 6d · 1

Write a comment...
Press Enter to post.

Rebecca Kissling
August 15 at 4:43 PM · 🌐

Thank you to all the Event Organisers who worked Tirelessly to Showcase yet another Successful Weekend in Oatlands! The Festival is such a Positive Event for our Historic Town!
Thank you again for the Opportunity in being involved in something so very Positive..Smiles R
🙌 You and 3 others

Joanne Pitman I had a great time!!! Will be back again next year!! Thanks for all of effort.
Like Reply Message · 1w · 1

Heritage Hub Oatlands Glad you enjoyed the Festival Joanne! Yes, a lot of effort by a lot of people ... and animals 🐾 Looking forward to next year's already!
Like Reply · Commented on by Kelly Woodward [?] · 1w · 1

FayDenis Hulme We had a great weekend thanks to all the workers
Like Reply Message · 6d · 1

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Heritage & Bullock Festival 2019 - Oatlands

What Was Achieved – Finances, Volunteers & Visitors

The costs to Council of delivering the Festival;

		Expenditure	\$16,025.43	(as at 17.10.19)
Income	Clr Don Fish	\$	1,000.00	
	Petrol Raffle	\$	1,120.00	
	From Bakery	\$	520.00	
			<u>\$ 2,640.00</u>	
			\$ 13,385.43	
Non budgeted item of Centre for Heritage stage construction			<u>\$ 4,462.50</u>	
			\$ 8,922.93	

Through a careful analysis it is estimated that in the order of **4,500 people attended the Festival** over the two days

There were an **estimated 718 volunteer hours** provided in the planning, activities and windup of the Festival

To calculate the estimated benefit to the Community from this event, we have based the assumption that an estimated spend in accordance with the Report 'Reinventing Rural Places', for the 2018 Festival was \$50/person which is acknowledged as quite a conservative estimate, therefore using that base to gain a longitudinal understanding of a consistent rate we have multiplied the \$50.00 (2018) by the CPI for the following twelve months (CPI 1.6% June quarter 2018 to June 2019) equates to \$0.80 increase, therefore **\$50.80 x the number of attendees 4,500 = \$228,600.00** that stays in the Community as an economic benefit from the Festival.

Brian Fish, Chairman of the Heritage & Bullock Festival said "There were so many high points in the event that they are too numerous to mention, suffice to say that everyone put in a major effort and should rightly be very proud of Oatlands and the Heritage & Bullock Festival 2019"

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Acknowledgements

The following contributions are greatly appreciated;

The Festival Committee

They were a passionate and energetic group who worked together very well under the Chairmanship of Brian Fish.

Ownership of private property that was opened to the public over the Festival weekend

Joan Cantwell (Cantwell's Store), John Ibrahim (Lake Fredrick Inn Studio), Oatlands District Historical Society (Museum).

(Acting) Sergeant Jen Carlisle and Constable Shane Leek from Tasmania Police for their assistance and support for, and throughout the Festival.

The various Community groups that participated and supported the Festival.

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

The exhibitors were a tremendous draw card and a crucial component of the Festival

The Volunteers that participated in the Festival were amazing. As was Leigh Blake with the site security.

The sponsorships of the various Community Groups within the Festival has been greatly appreciated, with Community Groups developing those arrangements separately from the main Festival Committee and therefore individually being responsible for the circulation of those sponsorship funds within their own frameworks and desires. Roberts Ltd and Ararat Meats provided significant sponsorship & support to Brian Fish's Bullock Committee. Likewise the proceeds from the bakery at the Commissariat which was run by Athol Bennett & David Wells from the RT Bakery went back into the Community through the event.

The Mayor, Councillors, General Manager and Council Officers of the Southern Midlands Council have been a main stay for the overall successful of the Festival.

Images for this Report have been provided by Kerri Cooper, Kelly Woodward as well as Andrew Benson.

Heritage & Bullock Festival 2019 - Oatlands

APPENDIX A - What Allows Us To Formally Undertake This Event

SMC Strategic Plan 2018 – 2027 Extracts

2.2 TOURISM		GROWTH
What we are aiming to achieve:		
2.2.1 Increase the number of tourists visiting and spending money in the municipality		
Key actions to achieve our aims:		Responsible Business Unit(s)
2.2.1.1	Seek opportunities to support the development, growth and promotion of a wide range of tourism in the Southern Midlands	GM
2.2.1.2	Seek opportunities to further develop and link heritage tourism opportunities both within and outside the region, including convict sites, the Oatlands Military Precinct and Callington Mill Precinct	HP
2.2.1.3	Support the development of tourism products	GM
2.2.1.4	Work in partnership with other State, Regional and local organisations including Destination Southern Tasmania and the Heritage Highway Tourism Region Association	GM
2.2.1.5		
2.2.1.6		
2.2.1.7	Embrace and implement the Heritage Highway Destination Action Plan	GM
3.3 CULTURAL		LANDSCAPES
What we are aiming to achieve:		
3.3.1 Ensure that the cultural diversity of the Southern Midlands is maximised		
Key actions to achieve our aims:		Responsible Business Unit(s)
3.3.1.1	Identify, and promote the Cultural heritage of the Southern Midlands through festivals and events	C&CD
3.3.1.2		
3.3.1.3	Develop an events and festivals strategy	C&CD
3.3.1.4		

Heritage & Bullock Festival 2019 - Oatlands

APPENDIX A - What Allows Us To Formally Undertake This Event *cont'd*

SMC Strategic Plan 2018 – 2027 Extracts *Cont'd*

5.1 CAPACITY & SUSTAINABILITY		COMMUNITY
What we are aiming to achieve:		
5.1.1	Build the capacity of the community to help itself and embrace the framework and strategies articulated through social inclusion to achieve sustainability	
5.1.2	Maintain and strengthen Communities in the Southern Midlands	
Key actions to achieve our aims:		Responsible Business Unit(s)
5.1.1.1	Support Community groups who wish to run and/or develop Community based facilities	C&CD
5.1.1.2	Support Community groups who wish to run and/or develop Community based events	C&CD
5.1.1.3		C&CD
5.1.1.4		C&CD
5.1.1.5	Provide support to Community groups in their establishment and on-going development	C&CD
5.1.1.6	Provide support to the Community in addressing major impacts that affect the ability of the Community to work cohesively together	C&CD

Heritage & Bullock Festival 2019 - Oatlands

APPENDIX A - What Allows Us To Formally Undertake This Event *cont'd*

SMC Arts Advisory Strategy Extract

Objective 2

Southern Midlands Council Arts Strategy

STRATEGIC		OPERATIONAL	
OBJECTIVE	What we are aiming to achieve	Key actions to achieve our aims	Timeline Immediate Medium Term Long Term
<i>Identify and build the capacity of the arts</i>	2.1 Foster an environment that supports existing and new artists as well as existing and new arts organisations	2.1.1 In partnership with the Community, support and facilitate Community festivals and events 2.1.2 Encourage the development of networks amongst artists and organisations in the arts, cultural and heritage fields to share information and resources and to undertake joint planning and joint projects 2.1.3 Council to provide advice & support in the establishing of new groups / enterprises	

Objective 4

Southern Midlands Council Arts Strategy

STRATEGIC		OPERATIONAL	
OBJECTIVE	What we are aiming to achieve	Key actions to achieve our aims	Timeline Immediate Medium Term Long Term
<i>Recognise, celebrate and promote the uniqueness of our region through the arts</i>	4.1 Increase community awareness and understanding of the history, culture and built heritage of the Southern Midlands	4.1.1 Identify anniversaries and opportunities for celebrations 4.1.2 Support and encourage the production and publication of works that showcase the region	
	4.2 Encourage, support and celebrate our diverse Communities' participation in the arts	4.2.1 Support and promote creative endeavour through Council's internal and external marketing mechanisms 4.2.2 Explore the delivery of an annual Southern Midlands Art Prize (eg the Bisdee Prize)	

Heritage & Bullock Festival 2019 - Oatlands

APPENDIX A - What Allows Us To Formally Undertake This Event *cont'd*

Heritage Highway Destination Action Plan 2016 – 2019 Extract



PRIORITY 3 Product and services development

Actions	Responsibilities	Priorities
1. Support opportunities for continuous development of existing heritage sites to provide active and immersive differentiated and unique experiences, events and activities.	DAP Leadership Group, working with National Trust and LTA	On-going
2. Support opportunities in the central district that create significant signature experiences to attract visitors.	DAP Leadership Group	On-going
3. Support new and existing events that add value to the visitor experience and attract visitors, particularly during quieter periods, such as: <ul style="list-style-type: none"> ▪ Vintage car rallies ▪ Visual Arts ▪ Agriculture/rural life ▪ Heritage crafts and artisans ▪ Steam train experience 	DAP Leadership Group	On-going

Table 1: Visitor activity by township

Town	Passed through	Stopped & looked around	Stayed overnight/ average no. of nights	Total visitors
Campbell Town	62,525	66,253	4,760/ 1.7	133,538
Ross	30,060	66,597	10,266/ 1.7	106,923
Oatlands	37,167	37,746	10,335/ 1.6	85,249
Longford	24,075	25,717	14,417/ 2.8	64,209
Evandale	29,704	40,436	8,928/ 3.5	79,068

Source: Tasmanian Visitor Survey year ending September 2016, International Visitor Survey year ending September 2016, National Visitor Survey year ending September 2016.

Heritage & Bullock Festival 2019 - Oatlands

APPENDIX B – Program Flyer

VENUES

- A. Oatlands District Historical Society
- B. Cantwell's Store
- C. Lucky Ewe
- D. Commissariat Site
- E. Gay Street Hall
- F. Masonic Lodge
- G. C T Fish Building
- H. Council Chambers
- I. Oatlands Recreation Ground
- J. Supreme Court
- K. Oatlands Gaol
- L. Callington Park
- M. Callington Mill Precinct
- N. Mill Lane Studio
- O. Entertainment & Food Area

Welcome to Oatlands

Visit our High Street Traders for great food and engaging purchases

SOUTHERN MIDLANDS COUNCIL

Saturday Evening Event

Start of the Parade here 10.30 each day

HERITAGE TRADITION INTEGRITY
 10 & 11 AUGUST 2019
HERITAGE & BULLOCK FESTIVAL
 CRAFTSMANSHIP • MARKS • ACTIVITIES

Festival Courtesy Coach

LEGEND

- Public toilets
- Picnic area with free barbecue
- Fishing
- Birdwatching
- Golf
- Carpark
- Petrol station
- Campervan/motorhome stopover
- Dump point for refuse
- Boat ramp
- Police station
- Midlands Multi-Purpose Health Centre (24 hrs)
- ATM
- Online Access Centre in library
- Church
- Topiary

APPENDIX B – Program Flyer

Heritage & Bullock Festival 2019 - Oatlands

Venue	Activity
A. Oatlands Historical Society 107 High Street	Museum Displays of Traditional Trades and Crafts. Wool Press.
B. Cantwell's Store 120 High Street	Amazing Old Shoppe / Museum
C. Lucky Ewe 112 High Street	Spinning & Weaving, Fleece & Fibre – Display
D. Commissariat Site and Heritage Hub 79 High Street	Traditional Trades Sash Window Repairs 11.30 & 1.30 Wood Fired Bread Making/Sales Leatherworkers - Display & Demo Textile Artist
E. Gay Street Hall 1 Gay Street	Spinning, Weaving, Quilting Back to Back Displays
F. Masonic Lodge 3 Gay Street	Lodge Rooms open for tours and displays of regalia
G. CT Fish Building 70 High Street	Basket Weavers
H. Council Chambers 71 High Street	Oatlands Arts Group Painting - Display & Children's Activities
I. Oatlands Recreation Grd 29 High Street	Start of Bullock Parade 10.30 each day
J. Supreme Court 7 Campbell Street	Colloidal Photography Jade Carving Printmaking Leatherworker Coopers
K. Oatlands Gaol 3 Mason Street	Historical Tasmanian Wallpaper Exhibition & Museum Display Olde Time Portraits Theatrical Court Cases (great fun) 12.30am & 2.30pm daily
L. Callington Park The Esplanade	Working Bullock Display Bullocky's Camp Timber Photo Gallery Sheep Auction (Sat) 11.00 Paddy's Auction (Sat) 1.30 Heritage Steam Engines Heritage Truck Display Heritage Machinery Display Heritage Steam Engines Angling Displays & Hands-on Casting
M. Callington Mill Precinct Mill Lane	Blacksmith's Forge – Farriers Granary – Mill Displays Mill Shingle Splitting Animal Nursery Children's Activities
N. Mill Lane Studio	Smocking / Heirloom Sewing Silver Spoon / Fork Jewellery

Oatlands Café / Food	Oatlands Businesses
Pancake & Crepe Shop 110 High Street Daytime + Evening meals Fri & Sat	Oatlands District Historical Society 107 High Street
The Feisty Hen Pantry 94 High Street	Lucky Ewe 112 High Street
Sticks Fingers Café (Newsagency) 65 High Street	The Weaver's Cottages Oatlands 104 High Street
Podium Gallery Cafe 62 High Street	Provincial Interiors 94 High Street
TKO Bakery Award Winning Pies 60 High Street	Winton Cottage Antiques 87 High Street
The Wooden Spoon 56 High Street	Apple House Australia / Elm Cottage 82 High Street
Oatlands IGA Supermarket 54 High Street	Oatlands Antiques 78 High Street
The Road House Cafe 47 High Street	Bargain Centre 68 High Street
Oatlands Community Club / RSL Albert Street Sat evening 6.00 – 8.00	Mancy's Shop 67 High Street
	Laundry 43 High Street
	Bagdad Pottery 45 High Street
Site Specific Food for the Event in and Around the Village	
Masonic Lodge BBQ 3 Gay Street	Commissariat Wood Fired Bread - ready at 12.45 79 High St
Oatlands Progress Association Soup & Sandwiches 68 High Street	Drovers Hut Callington Park BBQ Brighton & SM Pony Club (Sat) Mt Pleasant FC (Sun)
Food and Entertainment Area – Barrack Street	
Bean Frenzy (Coffee Van) Callington Park	Get Curry India (Indian Food)
Oatlands Golf Club Roast Meat Rolls	Forgotten Island Brewery (Boutique Beers)
Davey St Garage (Coffee Van)	Chimney Cakes (Traditional Hungarian Sweets)
Shred Burgers & Shimmy Shakes	Made at Marion (Patisserie) Sat only
Big Bite Dutch Treats	Kungfu Canteen (Chinese Food)
	Mila's Wood Fired Pizza
Assistance Required	
Call Michelle 0403 893 257 Wendy 0458 711 028	

Entertainment	Sat	Sun
Theatre Court Re-enactments - 12.30 & 2.30 Oatlands Gaoler	✓	✓
Children's Activities - All Day Callington Mill Precinct	✓	✓
Town Crier - All Day Roaming	✓	✓
High Street Parade from 10.30 Recreation Grd Bullock Team and Brian Fish Derwent Scottish Pipe Band Lion Dancers Pack Horses & Farriers	✓	✓
Bullock Team Demonstrations Callington Park	✓	✓
Entertainment Stage in the Food & Entertainment Area		
Diane Lindsay & Peter Simpson	✓	✓
Derwent Scottish Pipe Band	✓	✓
Bernie Bruce	✓	
Grey Nomads	✓	✓
Maurice and Kaye	✓	✓
Entertainment Saturday Night School Gym 53 High Street		
Diane Lindsay & Peter Simpson Plus Guests	✓	
Sheep Auction & Paddy's Auction Walk around Lake Dulverton during your visit – Check out the Cows in the Lake near 107 High Street	✓	



14.4 Regulatory (Other than Planning Authority Agenda Items)

Strategic Plan Reference 3.4.1

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

Nil.

14.5 Climate Change

Strategic Plan Reference 3.5.1

Implement strategies to address issues of climate change in relation to its impact on Councils corporate functions and on the Community.

Nil.

15. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LIFESTYLE)

15.1 Community Health and Wellbeing

Strategic Plan Reference 4.1.1

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

Nil.

15.2 Youth

Strategic Plan Reference 4.2.1

Increase the retention of young people in the municipality.

Nil.

15.3 Seniors

Strategic Plan Reference 4.3.1

Improve the ability of the seniors to stay in their communities.

Nil.

15.4 Children and Families

Strategic Plan Reference 4.4.1

Ensure that appropriate childcare services as well as other family related services are facilitated within the Community.

Nil.

15.5 Volunteers

Strategic Plan Reference 4.5.1

Encourage community members to volunteer.

Nil.

15.6 Access

Strategic Plan Reference 4.6.1a & 4.6.1b

Continue to explore transport options for the Southern Midlands Community / Continue to meet the requirements of the Disability Discrimination Act (DDA).

Nil.

15.7 Public Health

Strategic Plan Reference 4.7.1

Monitor and maintain a safe and healthy public environment.

Nil.

15.8 Recreation

Strategic Plan Reference 4.8.1

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

15.8.1 OATLANDS SWIMMING POOL 2019/20 SEASON

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 17 OCTOBER 2019

ISSUE

To inform Council of the proposed dates for the Oatlands Swimming Pool for the 2019/2020 season.

DETAIL

The following arrangements are proposed for the 2019/20 Swimming Pool Season:

Opening Date:

It is proposed to open the Pool on Saturday, 23rd November 2019 at 11.00 a.m.

Closing Date:

Date to be confirmed – March/April 2020.

Opening Hours:

During School Terms (Mon-Fri) 3.00 p.m. – 6.00 p.m.

During School Holidays 11.00 a.m. – 6.00 p.m.

Weekends 11.00 a.m. – 6.00 p.m.

Public Holidays 11.00 a.m. – 6.00 p.m.

Note: Pool closed on Christmas Day and New Years Day.

Fees and Charges Schedule:

The fees and charges schedule is listed below for information:

FEES & CHARGES		2018/19	2019/20
Season Ticket:	Family	\$110.00	\$120.00
	Adult	\$55.00	\$60.00
	Child/Student	\$42.00	\$45.00
Daily Tickets:	Family	\$12.00	\$13.00
	Adult	\$5.00	\$5.00
	Child/Student	\$4.00	\$4.00
Complex Hire Fee:	All supervised (out of hours) \$65.00 per hour		

Note:

1. Family Ticket is limited to 2 Adults and maximum of 3 Children (under 18) and all be recognised on the Medicare Card.
2. Students require a current student identification card.

Out of Hours bookings - Out of Hours bookings must be supervised by Council's supervisor at all times. Application is to be made seven days in advance.

Human Resources & Financial Implications – Mr G Williams will be employed directly by Council as the Pool Supervisor. Relief services for the forthcoming season will be arranged as required.

Community Consultation & Public Relations Implications - The proposed arrangements, and fee structure, will be advertised following endorsement by Council.

Policy Implications - Nil.

Priority - Implementation Time Frame – Endorsement of the opening date at this Council meeting will allow sufficient time to advertise the pool opening date and organise staffing arrangements for 2019/2020.

RECOMMENDATION

THAT Council endorse the opening arrangements, including the fees proposed for the 2019/20 Season.

DECISION

Moved by Clr K Dudgeon, seconded by Clr R McDougall

THAT Council endorse the opening arrangements, including the fees proposed for the 2019/20 Season.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

Mr J Lyall (Manager, Infrastructure and Works) entered the meeting at 11.36 a.m.

12.10.1 MANAGER – INFRASTRUCTURE & WORKS REPORT

Author: MANAGER INFRASTRUCTURE & WORKS (JACK LYALL)

Date: 18 OCTOBER 2019

Attachment:

2019/20 Capital Works Project Timelines

Roads Program

Maintenance grading is currently being undertaken in the Levendale area. The other grader is working in the Mt Seymour area.

Patches are being dug and repaired on Blackbrush Road.

Drainage works are being undertaken on Yarlington Road.

Town and General Maintenance

Town and general maintenance is continuing in all other areas.

Footpath works in Kempton will be commencing in the coming week.

The fantail on Callington Mill has been replaced.

Waste Management Program

Operating arrangements at the Waste Transfer Stations are working well.

2019/20 Capital Works Program

Council, at its previous meeting, requested an indicative timetable for when Capital Works projects will be undertaken. Please refer to the attached Schedule.

Where the project shows reference to a Tender, it is proposed to invite Tenders for the majority of reconstruct / reseal projects in early November 2019. The actual timetable will then be influenced by the successful Contractor(s). Generally these type of projects are commenced in the early part of the calendar year and completed by April.

QUESTIONS WITHOUT NOTICE TO MANAGER, INFRASTRUCTURE & WORKS

Plant Hire and Supply of Gravel – ‘expressions of interest’ were tabled.

Road Counter Report for Lower Marshes Road has been returned, the report will be provided – on average 231 vehicles per week on this section of road.

Clr Dudgeon – Sharp corner sign near Runnymede House/shearing shed has been damaged and requires straightening.

Clr Dudgeon – notification of cape weed on Inglewood Road (from tip to railway crossing) and request for works staff to dig it out.

Clr Bantick – re EOI for plant/gravel supply do we source locally where possible? Advised Council do source locally.

RECOMMENDATION

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

DECISION

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

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

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A E Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

Mr J Lyall (Manager Infrastructure & Works) left the meeting at 11.48 a.m.

SOUTHERN MIDLANDS COUNCIL - CAPITAL EXPENDITURE PROGRAM 2019 - 2020															
		Total Project	2019						2020						
		Cost	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	
INFRASTRUCTURE															
ROAD ASSETS															
Resheeting Program	Roads Resheeting	\$ 500,000													
Reseal Program	Road Resealing	\$ 280,000			Tender										
Reconstruct & Seal	Bagdad - Green Valley Road (300 metres off Swan Street)	\$ 54,000			Tender										
	Mangalore - Shene Road (650 metres)	\$ 97,500													
	Woodsdale - Woodsdale Road (1klm Reconstruction)	\$ 165,000			Tender										
Construct & Seal (Unsealed Roads)	Bagdad - Huntington Tier (300 metres new seal)	\$ 63,000			Tender										
	Bagdad - Roberts Road (350m new seal incl. stormwater)	\$ 59,000			Tender										
	Campania - Main Intersection/Carpark Campania - Design Concept	\$ 50,000			Design Brief										
	Eldon - Eldon Road (800 metres new seal)	\$ 154,000			Tender										
	Mangalore - Banticks Road (1klm of new seal - from Jcn with Blackbrush Rd)	\$ 27,500			To be negotiated with E Booth AWC										
	Mangalore - Blackbrush Road (1klm new seal from existing to Banticks)	\$ 210,000			Tender										
Minor Seals (New)	Dust Suppressant (Whitefoord)	\$ 20,000													
	Junctions - Various Locations (incl. Greggs Road, Brownwood Estate)	\$ 20,000													
Junction / Road Realignment / Other	Bagdad - Bagdad Primary School Car Park (\$300,00+/-)	\$ 25,000													
	Campania - Water Lane (minor widening / drainage - V drain)	\$ 23,500													
Drainage component - \$42,900	Campania - Reeve St - Hall Street to Rec Ground (K&G) - 70 metres	\$ 94,915													
Extend culverts/ tree removal / realign	Colebrook - Lovely Banks Road (vicinity of Carnes)	\$ 25,000													
	Rhyndaston - Rhyndaston Road - Guard rail	\$ 20,000													
	Stonor Road - Guard rail	\$ 30,000													
Includes Line marking allowance	Woodsdale Road (Vicinity of Dean Property)	\$ 15,000													
BRIDGE ASSETS															
	Hardings Road (White Kangaroo Rivulet)	\$ 180,400													
	Woodsdale Road (Nutting Garden Rivulet)	\$ 210,390													
WALKWAYS, CYCLE WAYS & TRAILS															
	Footpaths - General (Program to be confirmed)	\$ 20,000													
\$105k 2020/21 FY	Bagdad Township														
	- East Bagdad Road Footpath	\$ 105,000			Design										
	Broadmarsh Township														
	- Streetscape Works	\$ 230,000			C/W Grant Deed to be finalised										
	Campania Township														
	- Reeve Street - Footpath through to Hall	\$ 30,000													
	Kempton Township														
Source of Funding to be discussed	- Midlands Highway/Mood Food	\$ 70,150			Discuss with DSG										
	- Memorial Avenue (complete drainage / other site works)	\$ 25,000			Includes HBS										
Footpath renewal component	- Streetscape Plan (Review & Implementation (Part)	\$ 110,000			C/W Grant Deed to be finalised										
	Mangalore Township														
Source of Funding to be discussed	- Mangalore to Brighton Walkway	\$ -													
	Melton Mowbray														
	- Streetscape Works (Trough / Shelter etc.)	\$ 30,000													
	Oatlands - Streets														
	- Footpath Renewal	\$ 50,000													

SOUTHERN MIDLANDS COUNCIL - CAPITAL EXPENDITURE PROGRAM 2019 - 2020														
		Total Project Cost	2019						2020					
			July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
	Tunbridge Township													
	- Main Street Kerb & Gutter (Vicinity of Hall)	\$ 30,000												
	Tunnack Township													
	- Streetscape Concept Plan	\$ 5,000												
LIGHTING	Esplanade Project (Total Project Cost \$128K)	\$ 134,000												
	(Year 2 of 2)	\$ 250,000												
BUILDINGS (PUBLIC TOILETS)														
	Campania - Flour Mill Park - Concrete pathways/drainage/remove pavers	\$ 15,000												
DRAINAGE	Bagdad													
	- Lyndon Road	\$ 15,000												
	- Midland Hwy/Swan St Drainage (McShane property)	\$ 50,000												
	Campania													
	- Estate Road - School Farm (Easement)	\$ 10,000												
	Oatlands													
	- Barrack Street (towards Mason Street)	\$ 10,000												
	- High St/Wellington Street Junction	\$ 5,000												
	- Queen Anne Street.	\$ 7,500												
WASTE	Wheelie Bins (Replacements)	\$ 8,000												
	Oatlands WTS - General Imp's - incl. Concrete Pad(s)	\$ 25,000												
	Dysart WTS - General Imp's	\$ 20,000												
LANDSCAPES														
HERITAGE	Callington Mill (Asset Renewals)	\$ 10,000												
Sale of property	Roche Hall - Internal & External Painting (exl. Gutters; fascias & soffits)	\$ 80,000												
NATURAL	Campania - Bush Reserve - Walking / Riding Path	\$ 100,000												
	Chauncy Vale Sanctuary Bridge	\$ 55,000												
	Lake Dulverton Walkway (Section 1)	\$ 135,000												
	Lake Dulverton Walkway (Section 2)	\$ 85,000												
	Mahers Point - Landscape Plan	\$ 22,404												
LIFESTYLE														

15.9 Animals

Strategic Plan Reference 4.9.1

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

Nil.

15.10 Education

Strategic Plan Reference 4.10.1

Increase the educational and employment opportunities available within the Southern Midlands.

Nil.

16. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)

16.1 Capacity

Strategic Plan Reference 5.1.1 & 5.1.2

Build the capacity of the community to help itself and embrace the framework and strategies articulated through social inclusion to achieve sustainability / Maintain and strengthen communities in the Southern Midlands.

Nil.

16.2 Safety

Strategic Plan Reference 5.2.1

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

Nil.

16.3 Consultation & Communication

Strategic Plan Reference 5.3.1

Improve the effectiveness of consultation and communication with the community.

16.3.1 CORPORATE COMMUNICATIONS STRATEGY

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 15 OCTOBER 2019

Enclosure(s):

Draft Corporate Communications Strategy

ISSUE

Council to consider the proposed Corporate Communications Strategy as a policy document.

BACKGROUND

A report was provided to the September Council meeting introducing the draft Corporate Communications Strategy, namely

[EXTRACT from Minutes of the September 2019 Council meeting]

16.3.1 CORPORATE COMMUNICATIONS STRATEGY

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 19 SEPTEMBER 2019

Enclosure(s):

Draft Corporate Communications Strategy

ISSUE

Council to consider the proposed Corporate Communications Strategy as a policy document.

DETAIL

The attached Corporate Communications Strategy consolidates a range of actions in the communication suite of requirements for a proactive and effective local authority. Many of the actions are existing and embedded in Council's day to day activities; some actions are currently undertaken but are in need of refinement; and other actions are new to the communications framework of Southern Midlands Council.

The following extract from the Strategy is the basis of the document:

Introduction

Southern Midlands Council is committed to establishing and maintaining effective two-way communication with residents, ratepayers, local business, community groups and visitors to the region, as well as staff and their families.

The Corporate Communication Strategy sets a minimum standard for communicating with key stakeholders and outlines strategies to assist with the implementation of a

customer focused organisational culture. It also highlights the key projects Council will develop over the next three years to ensure clear, consistent messaging; the best use of communication resources and the timely, effective distribution of key information.

Feedback between Council and its internal and external stakeholders is an essential part of this Strategy.

What is Corporate Communication?

Corporate communication is the process of facilitating information and knowledge exchange between an organisation and its stakeholders. It encompasses a variety of public relations functions including media management, marketing, internal communication and stakeholder consultation.

Corporate communication promotes:

Strong corporate culture

Coherent corporate identity

A genuine sense of corporate citizenship

Understanding of communication tools and technologies

An appropriate and professional relationship with media

Vision

Council is committed to developing strong, consistent and compelling messages, and to create strategies which successfully communicate those messages to key audiences. Our vision is for Southern Midlands Council to be seen as a dynamic, responsive and professional organisation which values:

Two-way communication as a means of understanding and meeting the needs of our diverse community

The sharing of information and key decisions with all stakeholders as a means of maintaining open and accountable governance

Audience

Primary Stakeholders

*Residents and ratepayers
Council staff and their families
Elected members
Visitors to the Southern Midlands region
Community and community organisations
Local business and investors
Council controlled entities
Local and state media*

Secondary Stakeholders

*Professional associations and peak bodies
Other Government authorities
Key government departments and agencies
Tourism Tasmania, Destination Southern Tas and regional tourism bodies*

Key Objectives

The organisation's primary corporate communication objectives are:

- 1. To reaffirm and communicate Council's brand, functions and identity*
- 2. To improve Council's relationship with the community and encourage community involvement*
- 3. To promote the Southern Midlands Region to visitors and new residents*

4. *To effectively utilise electronic media*
5. *To deliver effective internal communication*

Responsibility

The effective implementation of this strategy requires a commitment to communication by both elected members and staff at all levels and across all Business Units. Managers in particular hold a high degree of responsibility to communicate openly and actively, and to guide their teams in developing an effective communication culture.

The Corporate Communication Officer (CCO) is responsible for overseeing the implementation of the strategy.

The following team members comprise the Corporate Communications Unit; Executive Assistant to General Manager (Corporate Communications Officer - CCO), General Manger (GM), Deputy General Manager (DGM), Manager Infrastructure & Works (MI&W), Manager Development & Environmental Services (MDES), Corporate Compliance Officer (CCompO), Senior Administration Officer Kempton (SEOK), (Legal Adviser as required), (Communications Consultant as required).

Elements of the Communication Strategy

1. Reaffirm and Communicate Council's Brand, Functions and Identity

In order to reaffirm and communicate Council's brand, functions and identity, Council will employ the following strategies:

- 1a. *Introduce a consistent 'look' to Council's information and communication material, activities, services and products*
- 1b. *Promote a positive image of the Southern Midlands region and ensure the community is well informed of Council's role and services*
- 1c. *Create greater awareness of activities and projects Council is undertaking*
- 1d. *Maintain a positive community profile of the organisation through effective and proactive media management*
- 1e. *Challenge and fully investigate less than positive media articles in respect of Southern Midlands Council*

2. Improve Council's Relationship with the Community and Encourage Community Involvement

In order to improve Council's relationship with the community and encourage community involvement, Council will employ the following strategies:

- 2a. *Be visually active within the community*
- 2b. *Obtain community commitment to the implementation of major projects through committees and / or structured consultation*
- 2c. *Seek community feedback regarding services*
- 2d. *Respond efficiently and effectively to queries, complaints and feedback from the community*

3. Promote the Southern Midlands to Visitors and New Residents

In order to promote the Southern Midlands to visitors and new residents, Council will employ the following strategies:

- 3a. *Maintain up-to-date information about the Southern Midlands region and each of its towns*

3b. Carry out promotional activities for regional attractions and services

4. Effectively Utilise Electronic Media

In order to effectively utilise electronic media, Council will employ the following strategies:

4a. Maintain a website which is relevant, current and a frontline information source

4b. Promote use of Council's website as a key source of information

4c. Maximise Council's Social media presence

5. Deliver Effective Internal Communication

In order to deliver effective internal communication, Council will employ the following strategies:

5a. Deliver frequent information to staff regarding Council news, activities, services and functions

5b. Encourage positive staff to staff communication

5c. Support Managers and key staff in developing communication skills

As Councillors are aware, the process for any policy document being, that it is tabled at one meeting and then "lays on the table" until the next meeting. This provides Councillors with sufficient time to work through and consider all of the ramifications of the strategy/policy, before the document is finally considered for adoption at the following meeting.

CONCLUSION

The draft Corporate Communications Strategy is commended to Council for its consideration.

RECOMMENDATION

THAT Council:

1. Receive the report; and
2. Consider the draft Corporate Communications Strategy for adoption at the October 2019 Council meeting.

DECISION

Moved by Clr K Dudgeon, seconded by Clr R McDougall

THAT Council:

1. Receive the report; and
2. Consider the draft Corporate Communications Strategy for adoption at the October 2019 Council meeting.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Mayor A O Green	√	
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

CONCLUSION

Subject to further discussion, the draft Corporate Communications Strategy is commended to Council for its adoption.

Human Resources & Financial Implications - Business Unit Managers will undertake briefings with their team members to ensure that everyone is up to date with the strategy document.

Community Consultation & Public Relations Implications - This documents will be housed on the SMC website.

Policy Implications - Review after the first year then every three years thereafter.

Priority - Implementation Time Frame - As soon as possible.

RECOMMENDATION

THAT Council:

1. Receive the report; and
2. Adopt the Corporate Communications Strategy.

DECISION

Moved by Clr A Bisdee OAM, seconded by Clr K Dudgeon

THAT Council

1. Receive the report; and
2. Adopt the Corporate Communications Strategy.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

ENCLOSURE
Agenda Item 16.3.1



Draft

CORPORATE COMMUNICATIONS STRATEGY



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Introduction

Southern Midlands Council is committed to establishing and maintaining effective two-way communication with residents, ratepayers, local business, community groups and visitors to the region, as well as staff and their families.

The Corporate Communication Strategy sets a minimum standard for communicating with key stakeholders and outlines strategies to assist with the implementation of a customer focused organisational culture. It also highlights the key projects Council will develop over the next three years to ensure clear, consistent messaging, the best use of communication resources and the timely, effective distribution of key information.

Feedback between Council and its internal and external stakeholders is an essential part of this Strategy.

What is Corporate Communication?

Corporate communication is the process of facilitating information and knowledge exchange between an organisation and its stakeholders. It encompasses a variety of public relations functions including media management, marketing, internal communication and stakeholder consultation.

Corporate communication promotes:

- Strong corporate culture
- Coherent corporate identity
- A genuine sense of corporate citizenship
- Understanding of communication tools and technologies
- An appropriate and professional relationship with media

Vision

Council is committed to developing strong, consistent and compelling messages, and to create strategies which successfully communicate those messages to key audiences. Our vision is for Southern Midlands Council to be seen as a dynamic, responsive and professional organisation which values:

- Two-way communication as a means of understanding and meeting the needs of our diverse community
- The sharing of information and key decisions with all stakeholders as a means of maintaining open and accountable governance



Audience

Primary Stakeholders

- Residents and ratepayers
- Council staff and their families
- Elected members
- Visitors to the Southern Midlands region
- Community and community organisations
- Emergency Services
- Local business and investors
- Council controlled entities
- Local and state media

Secondary Stakeholders

- Professional associations and peak bodies
- Other Government authorities
- Key government departments and agencies
- Tourism Tasmania, Destination Southern Tasmania and regional tourism bodies

Key Objectives

The organisation's primary corporate communication objectives are:

1. To reaffirm and communicate Council's brand, functions and identity
2. Build on Council's relationship with the community and encourage community involvement
3. To promote the Southern Midlands Region to visitors and new residents
4. To effectively utilise electronic media
5. To deliver effective internal communication

Responsibility

The effective implementation of this strategy requires a commitment to communication by both elected members and staff at all levels and across all Business Units. Managers in particular hold a high degree of responsibility to communicate openly and actively, and to guide their teams in developing an effective communication culture.

The Corporate Communication Officer (CCO) is responsible for overseeing the implementation of the strategy.

The following team members comprise the Corporate Communications Unit; Executive Assist to General Manager (Corporate Communications Officer - CCO), General Manager (GM), Deputy General Manager (DGM), Manager Infrastructure & Works (MI&W), Manager Development & Environmental Services (MDES), Corporate Compliance Officer (CCompO), Senior Administration Officer Kempton (SEOK), Council's Legal Advisers (as required) and Communications Consultant (as required).



Elements of the Communication Strategy

1. REAFFIRM AND COMMUNICATE COUNCIL'S BRAND, FUNCTIONS AND IDENTITY

In order to reaffirm and communicate Council's brand, functions and identity, Council will employ the following strategies:

- 1a. Introduce a consistent 'look' to Council's information and communication material, activities, services and products
- 1b. Promote a positive image of the Southern Midlands region and ensure the community is well informed of Council's role and services
- 1c. Create greater awareness of activities and projects Council is undertaking
- 1d. Maintain a positive community profile of the organisation through effective and proactive media management
- 1e. Fully investigate and where required, challenge less than positive media articles in respect of Southern Midlands Council

Actions and outputs

1. Reaffirm and Communicate Council's Brand, Functions and Identity				
Strategy	Action	Purpose	Priority	Responsibility
1a. Introduce a consistent look to Council's information and communication material, activities, services and products	Develop graphics Style Guides for Council and Council businesses	Identify standards for presentation of visual and written information. Unite all operations under one brand and sub brand where appropriate.	High	Corporate Communications Unit
	Review and further develop brand compliant templates	Set consistent, professional, brand-compliant standards for all Council material (eg. fliers, forms, report covers, business cards and name badges).	Medium	Corporate Communications Unit to develop. Managers to implement.
	Standardise electronic correspondence	Provide consistent format for email correspondence which compliments Council's brand (fonts, background and signoff) and meets set standards for written communication.	Medium	Corporate Communication Unit to develop. Managers to implement.



1. Reaffirm and Communicate Council's Brand, Functions and Identity				
Strategy	Action	Purpose	Priority	Responsibility
	Standardise written correspondence	Provide consistent format for written correspondence so outgoing material reflects standard style and branding.	High	Corporate Communication Unit to develop. Managers to implement.
	Produce marketing protocol and guidelines	Set guidelines for development and approval of external marketing material in order to meet brand guidelines and keep up to date with market standards.	High	Corporate Communication Unit to develop. Managers to implement
	Set up preferred supplier arrangements for graphic design services	Ensure consistency in pricing, service standards and visual standards. Utilise skills of experts in their field while keeping up to date with market trends.	Medium	Corporate Services/Community Corporate Development Business Units in consultation with Corporate Communication Unit.
	Educate key staff and suppliers on Council and Council business brands.	Empower 'brand ambassadors' within each department to ensure consistent use of Council's logo and brand. Material bearing former brands to be phased out.	Medium	Corporate Communication Unit. Managers to assist with rollout.
	Review use of Council brand on existing signage and vehicles	Unite all Council operations under one brand and sub-brand where appropriate. Update existing branding as necessary.	Medium	Infrastructure & Works in consultation with Corporate Communication.
	Develop and maintain corporate image library	Give Council access to a comprehensive image database for exclusive use in development of corporate material and advertising.	Medium	Corporate Communication Unit with ongoing contributions from Business Units.
1b. Promote a positive image of the Southern Midlands region and ensure the community	Update annual Residents' Guide to Council services and facilities	Promote better understanding and improved use of Council services and facilities.	Medium	Corporate Communication Unit



1. Reaffirm and Communicate Council's Brand, Functions and Identity				
Strategy	Action	Purpose	Priority	Responsibility
is well informed of Council's role and services	Update Business Unit service brochures	Promote better understanding and improved use of Council services and facilities. Available to residents at all service points.	Medium	Corporate Communication Unit in consultation with all Business Units
	Host and participate in community events	Engage the community, celebrate diversity and community achievement, bring local people together, generate networking opportunities and create partnerships	Medium	Community & Corporate Development
	Host corporate and civic events	Initiate, promote and facilitate activities which benefit the Southern Midlands community or the Council as an organisation (eg. Citizenship ceremonies and staff social events)	Medium	General Managers Unit and Community & Corporate Development
	Identify and implement key messages for the organisation	Set direction for Council, ensure consistent and strategic approach to achieving key goals and provide a platform for updating the community on progress / milestones.	High	General Manager and Mayor, implement through the Corporate Communication Unit
	Develop 'on hold' telephone messages	Utilise time while customers are 'on hold' to communicate key messages.	Medium	Corporate Communication Unit
	Implement marketing campaigns for Council's key priorities and projects	Create greater awareness of Council services and encourage a higher level of community participation in certain projects, events or programs (including rates).	Medium	Business Units in consultation with the Corporate Communication Unit
1c. Create greater awareness of activities and projects Council is undertaking	Develop professional standard external and e-newsletters	Deliver information on Council projects, programs and community happenings direct to ratepayer and residents. One printed page /mth	Medium	Corporate Communication Unit and Corporate Services
	Maintain a regular radio presence through structured advertising	Deliver information on Council projects, programs and community happenings in a timely manner. To be carried out to an agreed minimum standard and subject to budget.	Medium	Corporate Communication Unit with input from managers.



1. Reaffirm and Communicate Council's Brand, Functions and Identity				
Strategy	Action	Purpose	Priority	Responsibility
	Maintain a regular presence in print media through structured advertising	Deliver information on Council projects, programs and community happenings in a timely manner. To be carried out to an agreed minimum standard and subject to budget.	Medium	Corporate Communication with input from managers.
	Maintain, update and expand information available on Council's website	Deliver information on Council projects, programs and community happenings in a timely manner. Ensure information is easily accessible, clear and concise.	High	Designated staff member in consultation with Corporate Communication Unit
	Set up preferred supplier arrangements for providers of promotional merchandise	Ensure consistency in pricing, service standards and visual standards. Utilise skills of experts in their field while keeping up to date with market trends.	As needed	Corporate Services in consultation with Corporate Communication Unit.
	Review media protocol	Set standards for liaising with media. Nominate Council spokespeople. Update Mayor and others on technical matters.	High	Corporate Communication in consultation with Mayor and GM
1d. Maintain a positive community profile through effective and proactive media management	Liaise with media outlets	Facilitate the exchange of information and ensure proactive media opportunities are created. Focus on developing a high level of trust with the media to assist with managing crisis communication.	High	Corporate Communication Unit and spokespeople as outlined in media protocol.
	Maintain a regular radio presence through structured interviews	Deliver information on Council projects, programs and community happenings in a timely manner.	Medium	Corporate Communication Unit
	Provide media training for nominated spokespeople and key staff	Facilitate the exchange of information and ensure proactive media opportunities are created.	Medium	Human Resources in consultation with Corporate Communication Unit



1. Reaffirm and Communicate Council's Brand, Functions and Identity				
Strategy	Action	Purpose	Priority	Responsibility
1e. Fully investigate and where appropriate, challenge less than positive media articles in respect of Southern Midlands Council	Monitor less than positive media messages	Fully investigate and provide report. Remedy issue as matter of urgency. Report outcome to Mayor, Councillors and General Manager	High	Corporate Communications Unit
	Engage legal representation	Investigate legal ramifications of vexatious media articles	High	Corporate Communications Unit



2. BUILD ON COUNCIL’S RELATIONSHIP WITH THE COMMUNITY AND ENCOURAGE COMMUNITY INVOLVEMENT

In order to improve Council’s relationship with the community and encourage community involvement, Council will employ the following strategies:

- 2a. Be visually active within the community
- 2b. Obtain community commitment to the implementation of major projects through committees and / or structured consultation
- 2c. Seek community feedback regarding services
- 2d. Respond efficiently and effectively to queries, complaints and feedback from the community

Actions and Outputs

2. Build on Council’s relationship with the community and encourage community involvement				
Strategy	Action	Purpose	Priority	Responsibility
2a. Be visually active within the community	Increase Council presence at community events, initiatives, development group meetings and other happenings	To increase knowledge of community issues and initiatives while strengthening local and cross community ties. To show support for local events, and to encourage one-on-one feedback.	Medium	General Managers Unit, managers and elected members
2b. Obtain community commitment to the implementation of major projects through use of committees and / or structured consultation	Identify and facilitate community projects	Provide an integrated approach to development of major projects and programs and strengthen them with community input. To encourage leadership and volunteerism.	High	Community & Corporate Development with input from elected members.
	Facilitate regular community consultation activities	Work with the community to identify priorities for Council work programs or activities through the Strategic Plan review process.	Medium	Community & Corporate Development. All other departments as necessary.
2c. Seek feedback regarding services	Review community feedback forms and website link	Give residents with a means of providing feedback to Council.	Medium	Corporate Communications Unit



2. Build on Council's relationship with the community and encourage community involvement				
Strategy	Action	Purpose	Priority	Responsibility
	Conduct external benchmarking survey	Assess community satisfaction with Council, and identify areas for improvement. Use data to initiate organisation-wide improvements and measure future success.	High	Corporate Communications Unit
2d. Respond to queries, complaints or feedback	Review collection of information	Collate information gathered through feedback process to use as a guide to future requirements and improvements	Medium	ICT in consultation with Corporate Communications Unit and all Business Units.



3. PROMOTE THE SOUTHERN MIDLANDS TO VISITORS AND NEW RESIDENTS

In order to promote the Southern Midlands to visitors and new residents, Council will employ the following strategies:

- 3a. Maintain up-to-date information about the Southern Midlands region and each of its towns
- 3b. Carry out promotional activities for regional attractions and services

Actions and Outputs

3. Promote the Southern Midlands to Visitors and New Residents				
Strategy	Action	Purpose	Priority	Responsibility
3a. Maintain up-to-date information about the Southern Midlands region and each of its towns	Upload web links to regionally focused tourism sites on Council's webpage	Provide a direct link between Council and the region and encourage visitors to find out more about the Southern Midlands.	Medium	Corporate Communications Unit in consultation with ICT
3b. Carry out promotional activities for regional attractions and services	Produce an events calendar in electronic format	Promote the diversity of events on offer around the region. Encourage both residents and visitors to find out more about what's happening in the Southern Midlands	Medium	Corporate Communications Unit in consultation with ICT
	Produce a 'Community Directory' – a detailed guide to community services in the region.	Encourage both residents and visitors to find out about and utilise services on offer in the Southern Midlands	Medium	Corporate Communications Unit.
	Place regionally-focused advertising	Advertise the Southern Midlands and its attractions in publications circulated outside the region where relevant and subject to budget.	Ongoing	Corporate Communications Unit.
	Maintain council / community information points	Provide residents and visitors with information about council services and the Southern Midlands area. Eg Community Notice Boards.	Low	Corporate Communications Unit



4. EFFECTIVELY UTILISE ELECTRONIC MEDIA

In order to effectively utilise electronic media, Council will employ the following strategies:

- 4a. Maintain a website which is relevant, current and a frontline information source
- 4b. Promote use of Council's website as a key source of information
- 4c. Maximise Council's Social media presence

Actions and Outputs

4. Effectively Utilise Electronic Media				
Strategy	Action	Purpose	Priority	Responsibilities
4a. Maintain a website which is relevant, current and a frontline information source	Review current website provider and develop plan to make Council's website a primary source of information for residents, ratepayers and tourists.	Provide information on Council and community services in a more user-friendly format which encourages interaction and enhances appeal. Increase usage.	High	Corporate Communications Unit in association with ICT
	Develop tourism portal	Link tourist and visitor information to Council's website: events, accommodation, pictures etc in the Southern Midlands.	Medium	Corporate Communication Unit in association with Heritage Highway Touring Region & DST.
4b. Promote use of Council's website as a key source of information	Initiate web promotional program	Review Council's website to encourage use and visits.	Medium	Corporate Communication Unit
	Educate staff on website content	Provide staff access to key information which they can pass on through their networks.	Low	Corporate Communications Unit.
	Promote We're on the web' messages	Messages on all correspondence or documentation to remind residents and ratepayers that they can access particular information on Council's website	Medium	Corporate Communication Unit.



4. Effectively Utilise Electronic Media				
Strategy	Action	Purpose	Priority	Responsibilities
4c. Maximise Council's Social media presence	Initiate web promotional program	Review Council's Social Media site to encourage use and visits.	Medium	Corporate Communication Unit
	Educate staff on Social Media content	Provide staff access to key information which they can pass on through their networks.	Low	Corporate Communications Unit.
	Promote We're on the web' messages	Messages on all correspondence or documentation to remind residents and ratepayers that they can access particular information on Council's Social Media site	Medium	Corporate Communication Unit.



5. DELIVER EFFECTIVE INTERNAL COMMUNICATION

In order to deliver effective internal communication, Council will employ the following strategies:

- 5a. Deliver frequent information to staff regarding Council news, activities, services and functions
- 5b. Encourage positive staff to staff communication
- 5c. Support Managers and key staff in developing communication skills

Actions and Outputs

5. Deliver effective Internal Communication				
Strategy	Action	Purpose	Priority	Responsibilities
5a. Deliver frequent information to staff regarding Council news, activities, services and functions	Develop and produce a staff newsletter	Regular bulletin to keep staff up to date with information on the organisation, training opportunities, staff achievements, profiles and departmental happenings.	High	Corporate Communications Unit. Information supplied by staff under direction of managers.
	Maximise the use of the Council 'intranet site'	Internal web system that all staff can log into for updates, staff profiles, contact information etc. Easily updatable version of newsletter.	High	Corporate Communication in consultation with ICT Officer
	Introduce all staff memos	Bulletins for all staff with information regarding events, updates etc. that cannot wait for distribution of monthly newsletter. (eg. summary of decisions from Council meetings).	Medium	Corporate Communication Unit and GM
	Utilise Councillor memos	Regular bulletins emailed to Councillors with up-to date information regarding operational activities, events, updates, changes, media releases and rollout of Council decisions.	Medium	Corporate Communications Unit
	Continue media monitoring	Form a database of press coverage and provide feedback to staff on interview	Medium	Corporate Communications Unit



5. Deliver effective Internal Communication				
Strategy	Action	Purpose	Priority	Responsibilities
		technique and coverage. Collate press clippings as they appear and email to key staff and Councillors		
5b. Encourage positive staff to staff communication	Hold regular staff meetings and social events	Encourage staff interaction and build a strong team dynamic. Provide avenue for exchange of information.	High	GM and Managers
	Conduct annual staff survey	Gauge employee satisfaction and identify areas for organisational improvement	Medium	Community & Corporate Development
	Conduct staff recognition program and years of service awards	To recognise staff who have gone above and beyond their role, contributed significantly to the community or helped fellow staff. To reward staff for their input into the organisation.	Medium	Community & Corporate Development
	Maintain staff calendar	To keep customer service informed of staff holidays / unavailability. To fit with new and existing software.	Low	ICT. Managers to implement.
5c. Support Managers, and key staff in developing communication skills	Introduce communication support program	Provide ongoing support for managers and key staff, including training in communication and marketing. Give guidance choosing effective communications tools and developing communication strategies	Medium	Community & Corporate Development

17. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

17.1 Improvement

Strategic Plan Reference(s) 6.1.1, 6.1.2, 6.1.3, 6.1.4 & 6.1.5

Improve the level of responsiveness to Community 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 IT systems / Develop an overall Continuous Improvement Strategy and framework.

Nil.

17.2 Sustainability

Strategic Plan Reference(s) 6.2.1, 6.2.2, 6.2.3, 6.2.4, 6.2.5, 6.2.6, 6.2.7 & 6.2.8

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.

17.2.1 LOCAL GOVERNMENT SHARED SERVICES UPDATE (STANDING ITEM – INFORMATION ONLY)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 18 OCTOBER 2019

ISSUE

Common Services Joint Venture activities reports unavailable for month of September 2019.

17.2.2 AUSTRALIAN CITIZENSHIP CEREMONIES CODE – REQUIREMENT FOR COUNCILS TO ADOPT A DRESS CODE

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 15 OCTOBER 2019

Attachment:

Letter from The Hon David Coleman MP - Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs dated 19th September 2019
Draft Dress Code for Citizenship Ceremonies

ISSUE

Following a number of changes to the Australian Citizenship Ceremonies Code, all councils are required to establish a Dress Code for Citizenship Ceremonies, to reflect the significance of the occasion, and provide a copy of their Dress Code to the Department of Home Affairs.

DETAIL

The attached letter from the Hon David Coleman MP outlines key changes to the Citizenship Ceremonies Code which took effect on the 19th September 2019.

As an outcome of these changes, the attached 'draft' dress code for citizenship ceremonies is submitted to Council for consideration prior to submitting to the Department of Home Affairs.

It should be noted that in Council's experience to date, all new Australians and their guests have attended ceremonies in suitably formal and respectful attire reflecting the importance of the occasion.

Human Resources & Financial Implications – Nil.

Community Consultation & Public Relations Implications – The proposed dress code, following endorsement by Council, will be made available on the SMC website.

Policy Implications – Nil.

Priority - Implementation Time Frame – Ongoing.

RECOMMENDATION

THAT the attached Citizenship Ceremony Dress Code (subject to amendment) be provided to the Department of Home Affairs.

DECISION

Moved by Clr A Bisdee OAM, seconded by Clr A Bantick

THAT the attached Citizenship Ceremony Dress Code be endorsed and provided to the Department of Home Affairs as required under the Citizenship Ceremonies Code.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

ENCLOSURE
Agenda Item 17.2.2



**THE HON DAVID COLEMAN MP
MINISTER FOR IMMIGRATION, CITIZENSHIP,
MIGRANT SERVICES AND MULTICULTURAL AFFAIRS**

Australian Citizenship Ceremonies Code

Dear Mayor,

I previously wrote to you advising of a number of proposed changes to the *Australian Citizenship Ceremonies Code*, and invited feedback on these changes from all Australian local government councils. Having considered the views of councils, I am now pleased to announce the publication of a new version of the *Australian Citizenship Ceremonies Code*, which will take effect from the date of this letter. Key changes are outlined below:

- Local government councils must ensure ceremonies are conducted in accordance with the *Australian Citizenship Ceremonies Code*. This includes a requirement to hold a citizenship ceremony on Australia Day (January 26). Councils that conferred citizenship on less than 20 people in the previous year are exempt from this requirement.
- Federal Members of Parliament, if attending a citizenship ceremony, should read the Minister's message; and
- Individual councils are to establish a Dress Code for ceremonies, to reflect the significance of the occasion, and provide a copy of their Dress Code to the Department of Home Affairs.

I believe that the changes made to the *Australian Citizenship Ceremonies Code* reflect the expectations of the Australian community and provide clear guidance to councils on hosting citizenship ceremonies. Should your council have any questions regarding these changes, please contact the Department of Home Affairs at natoceremonies@homeaffairs.gov.au.

Thank you on behalf of the Australian Government for your ongoing support of Australian citizenship ceremonies.

Yours sincerely

A handwritten signature in black ink, appearing to be 'David Coleman'.

David Coleman

19 / 09 / 2019



AUSTRALIAN CITIZENSHIP CEREMONY DRESS CODE

Under the *Australian Citizenship Ceremonies Code*, all Australian Councils are required to provide a Dress Code to the Department of Home Affairs for Citizenship Ceremonies.

A Citizenship Ceremony is an important event where you make a commitment to Australia and attire for this event should reflect the significance of the occasion.

- Smart casual attire.
- No jeans, board shorts or thongs.
- National or Cultural Dress is welcome.

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

17.2.3 TABLING OF DOCUMENTS

Nil.

17.2.4 ELECTED MEMBER STATEMENTS

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

Clr K Dudgeon

- Advised that Clr Fish, Deputy Mayor Batt and Clr Dudgeon recently attended the annual MMPHC Auxiliary Luncheon. Between \$9,000-\$10,000 was raised at this event.
- Advice that approximately 200 people attended the recent winding up/reunion function of the Woodsdale Football Club. The Club has approximately \$8,500 which will be distributed to various community groups.
- The following report from Denise Smith regarding 'Pink Up Oatlands' for the McGrath Foundation was read to all present. Clr Dudgeon also noted that the fundraising afternoon tea is being held on the 31st October 2019 at 2pm at the MMPHC.

RESOLVED that Council write a letter of congratulations to Denise Smith for her outstanding efforts in organising the 'Pink Up Oatlands' fundraising event for the McGrath Foundation.

Report from Denise Smith:

Pink Up Oatlands has been an overwhelming success so far, I am thrilled with the support.

The community engagement has been inspiring, when I walk down the street of Oatlands and look around it makes it all so worthwhile.

We have some amazing fundraisers

We made just on \$700 at the Oatlands market

Raylene Brown has her head shaved and the Roxy IGA raised \$1354.10 sponsorship money

A cake stall held by Sam and Chantal raised \$1078.60

The Bare foot bowls raised \$1526

The Day Centre clients and staff had a pink lunch and raised \$400

Andrew Dean raised \$300 at one of his boot camp nights

Phil Hodge shaved his much-loved beard to raise \$300

Of course, we continue to sell raffle tickets till the end of the month.

And there have also been nearly \$1000 donated to our online donation account, including donations from Guy Barnett and Rebecca White.

Brian Mitchell and Jane Howlett have supported events and our Mayor Alex Green kindly wore the McGrath Foundation hat on ABC News.

As a ball park figure we have raised well over \$8000 this far and this far exceeds the \$5000 target I very cautiously set in September.

Dr Gray held a breast care check up day at the MMPHC and it was well supported by locals, this to me was a very important part of the project, it just shown that we are not only raising funds but promoting awareness and prevention as well.

It's just lovely to drive around the town at night and see our much-loved Callington Mill lit up in pink, along with the Town Hall, Heritage Hub and Uniting Church as well as some private homes.

Amazing donations have been generously made and put to good use at all our fundraisers.

I don't regret for one moment pushing that "register your town" button and I am very grateful for the support of the Southern Midlands Council and every community member.

I have always been very proud to be a member of this great community and the support we have received has just reinforced that more than ever.

Thank you all so much.

Denise Smith

Clr Fish

- Council Roadside Stopover Areas – in relation to recent issues, it was commented that the guidelines in relation to length of stay etc. which apply to these facilities should simply be enforced by Council.

Deputy Mayor

- Advised that repairs to the Kempton Council Chambers clock tower are currently in progress.

17.3 Finances

Strategic Plan Reference(s) 6.3.1, 6.3.2 & 6.3.3

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 30 SEPTEMBER 2019)

Author: FINANCE OFFICER (COURTNEY PENNICOTT)

Date: 17 OCTOBER 2019

ISSUE

Provide the Financial Report for the period ending 30th September 2019.

BACKGROUND

The format of the Operating Expenditure Report has been amended to include a Year To Date (YTD) Budget Column, with variations (and percentage) based on YTD Budgets – as opposed to total annual Budget.

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

DETAIL

The enclosed Report incorporates the following: -

- Statement of Comprehensive Income – 1 July 2019 to 30 September 2019.
- Operating Expenditure Budget Report – as at 30 September 2019.
- Capital Expenditure Estimates – as at 30 September 2019.
- Cash Flow Statement – 1 July 2019 to 30 September 2019.
- Rates & Charges – as at 11th October 2019.

OPERATING EXPENDITURE ESTIMATES (OPERATING BUDGET)

Overall, operating expenditure to end of September 2019 was \$1,744,534, which represents 81.24% of YTD Budget.

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

Strategic Theme - Infrastructure

Nil.

Strategic Theme – Growth

Nil.

Strategic Theme – Landscapes

Nil.

Strategic Theme – Lifestyle

Sub-Program – Aged – expenditure to date (\$1,011 – 134.85%). Expenditure relates to a community walk held last financial year, and Ageing Tas membership.

Strategic Theme –Community

Sub-Program – Capacity – expenditure to date (\$25,026 – 134.50%). Expenditure relates to costs associated with the Heritage Bullock Festival, Arts Committee Events and donations provided for sporting representations.

Strategic Theme –Organisation

Nil.

RECOMMENDATION

THAT the Financial Report be received and the information noted.

DECISION

Moved by Clr A Bisdee OAM, seconded by Clr K Dudgeon

THAT the Financial Report be received and the information noted.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

STATEMENT OF COMPREHENSIVE INCOME				
FOR THE PERIOD				
1st JULY 2019 to 30th September 2019				
	Annual Budget	Year to Date as at 30th September	%	Comments
Income				
General rates	\$ 5,724,701	\$ 5,628,447	98.3%	Budget includes Interest & Penalties to be imposed to end of June 2020
User Fees (refer Note 1)	\$ 694,036	\$ 204,777	29.5%	
Interest	\$ 180,000	\$ 41,267	22.9%	
Government Subsidies	\$ 19,250	\$ 11,655	60.5%	Heavy Vehicle Licence Fees & Road Rescue MAIB reimbursements
Contract Income	\$ 0	\$ 0	0.0%	
Other (refer Note 2)	\$ 162,000	\$ 59,544	36.8%	
Sub-Total	\$ 6,779,987	\$ 5,945,690	87.7%	
Grants - Operating	\$ 3,470,832	\$ 435,611	12.6%	
Total Income	\$ 10,250,819	\$ 6,381,300	62.3%	
Expenses				
Employee benefits	\$ (3,905,753)	\$ (821,153)	21.0%	Less Roads - Resheeting Capitalised
Materials and contracts	\$ (3,063,277)	\$ (860,455)	28.1%	Less Roads - Resheeting Capitalised, Includes Land Tax
Depreciation and amortisation	\$ (3,061,160)	\$ (765,290)	25.0%	Percentage Calculation (based on year-to-date)
Finance costs	\$ (27,088)	\$ (4,149)	15.3%	
Contributions	\$ (233,907)	\$ 0	0.0%	Fire Service Levies
Other	\$ (133,944)	\$ (50,024)	37.3%	Incls Rate Discounts
Total expenses	\$ (10,425,129)	\$ (2,501,071)	24.0%	
Surplus (deficit) from operations	\$ (174,310)	\$ 3,880,229	-2226.1%	
Grants - Capital (refer Note 3)	\$ 4,526,481	\$ 0	0.0%	
Sale Proceeds (Plant & Machinery)	\$ 0	\$ 193,892	0.0%	
Net gain / (loss on disposal of non-current assets)	\$ (108,182)	\$ 0	0.0%	
Surplus / (Deficit)	\$ 4,243,989	\$ 4,074,121	96.0%	

NOTES				
1. Income - User Fees (Budget \$730,602) includes:				
- All other Programs	\$ 471,579	\$ 118,976	25.2%	Actual Income Received (i.e. excluding Debtors)
- Private Works	\$ 222,457	\$ 84,577	38.0%	
- Callington Mill	\$ -	\$ 1,224	0.0%	
	\$ 694,036	\$ 204,777		
2. Income - Other (Budget \$162,000) includes:				
- Tas Water Distributions	\$ 152,000	\$ -	0.00%	
- HBS Dividend	\$ 10,000	\$ -	0.0%	
- Other	\$ -	\$ 59,544	0.0%	
	\$ 162,000	\$ 59,544	36.8%	
3. Grant - Capital (Budget \$1,669,375) includes:				
- Aus Gov Election Commit'	\$ 1,930,000	\$ -	0.0%	
- Swimming Pool	\$ 1,900,000	\$ -	0.0%	
- Roads To Recovery Grant	\$ 665,531	\$ -	0.0%	To be received March 2020
- Twin Equestrian Arenas	\$ -	\$ -	0.0%	
- Commissariat NSRF Grant	\$ 30,950	\$ -	0.0%	
	\$ 4,526,481	\$ -	0.0%	
4. Grant - Operating (Budget \$1,669,375) includes:				
Operating Grants				
- FAGS		\$ 435,461		
- Court House		\$ 150		
	\$ -	\$ 435,611		

CAPITAL EXPENDITURE PROGRAM 2019-20
AS AT 30 SEPTEMBER 2019

INFRASTRUCTURE			BUDGET	EXPENDITURE	VARIANCE	COMMENTS
ROAD ASSETS						
Resheeting Program	Various	Roads Resheeting	\$ 500,000	\$ 20,831	\$ 479,169	
Reseal Program		Roads Resealing (as per agreed program)	\$ 280,000	\$ -	\$ 280,000	
	C1020033	Yarlington Road (Smarts Hill - 150 metres)	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd
Reconstruct & Seal		Green Valley Road, Bagdad (300metres off Swan Street)	\$ 54,000	\$ -	\$ 54,000	
		Shene Road, Mangalore (650metres)	\$ 97,500	\$ -	\$ 97,500	
		Woodsdale Road (1klm Reconstruction)	\$ 165,000	\$ -	\$ 165,000	
Construct & Seal (Unsealed Roads)		Huntington Tier (300 metres new seal)	\$ 63,000	\$ -	\$ 63,000	
		Roberts Road (350m new seal incl. stormwater)	\$ 59,000	\$ -	\$ 59,000	
		Main Intersection/Carpark Campania - Design Concept	\$ 50,000	\$ -	\$ 50,000	
		Eldon Road (800 metres new seal)	\$ 154,000	\$ -	\$ 154,000	RTR
		Banticks Road (1klm new seal from Junction with Blackbrush)	\$ 27,500	\$ -	\$ 27,500	
		Blackbrush Road (1klm new seal from existing to Banticks)	\$ 210,000	\$ -	\$ 210,000	RTR
Minor Seals (New)		Dust Suppressant Seal	\$ 20,000	\$ -	\$ 20,000	
		Junctions - Various Locations (incl. Greggs Road)	\$ 20,000	\$ -	\$ 20,000	
	C1020032	Hasting Street Junction	\$ 15,000	\$ 959	\$ 14,041	\$15K Budget c/fwd WIP 30/6/19 \$959
Unsealed Rds - Road Widening	C1020065	Clifton Vale Road - (Cliff Section)	\$ 20,128	\$ 17,410	\$ 2,717	
	C1020061	Native Corners Road (Far end, Widening/Guard Rail)	\$ 9,000	\$ 3,277	\$ 5,723	\$9K Budget c/fwd
Junction / Road Realignment / Other	C1010037	Campania - Reeve St / Clime Street (includes Footpath)	\$ 70,000	\$ 9,504	\$ 60,496	\$70K Budget c/fwd WIP 30/6/19 \$2,617
		Water Lane (Minor Widening/drainage - V drain)	\$ 23,500	\$ -	\$ 23,500	
Drainage Component - \$42,900	C1010079	Reeve St - Hall Street to Rec Ground (K&G)	\$ 94,915	\$ 1,243	\$ 93,672	\$20k Budget c/fwd WIP 30/06/19 \$6,887
		Lovely Banks Road (vicinity of Carnes)	\$ 25,000	\$ 1,621	\$ 23,379	Extend Culverts/ tree removal / realign
		Rhyndaston Road - Guard Rail	\$ 20,000	\$ -	\$ 20,000	
		Stonor Road - Guard Rail	\$ 30,000	\$ -	\$ 30,000	
		Woodsdale Road (Vicinity of Dean Property)	\$ 15,000	\$ -	\$ 15,000	
	C1010088	Bagdad Primary School - Car Park (contribution)	\$ 25,000	\$ 6,784	\$ 18,216	\$25k Budget c/fwd WIP 30/06/19 \$6,036
			\$ 2,062,543	\$ 61,629	\$ 2,000,914	
BRIDGE ASSETS	C1030058	Hardings Road (White Kangaroo Rivulet- B1096)	\$ 180,400	\$ -	\$ 180,400	RTR
	C1030059	Woodsdale Road (Nutting Garden Rivulet- B3968))	\$ 210,390	\$ -	\$ 210,390	RTR
			\$ 390,790	\$ -	\$ 390,790	

WALKWAYS	C1040003	Footpaths - General Streetscapes Bagdad Township	\$ 20,000	\$ -	\$ 20,000	
	C1040014	- East Bagdad Road Broadmarsh Township	\$ 105,000	\$ 3,486	\$ 101,514	WIP 30/6/19
		- Streetscape Works Campania Township	\$ 230,000	\$ -	\$ 230,000	Funds \$230k subject to finalising Grant Deeds (Federal Gov.)
		- Review Management Plan (Site Plan) / Walking Tracks (Bush)	\$ 5,000	\$ -	\$ 5,000	\$5K Budget c/fwd
		- Reeve Street - Footpath through to Hall	\$ 30,000	\$ -	\$ 30,000	
		- Climie Street/Water Lane (incl. footpath)				
		- Climie Street to Kandara Court Footpath Kempton Township				
		- Midlands Highway/Mood Food	\$ 70,150	\$ -	\$ 70,150	
	C1040027	- Memorial Avenue (complete drainage/other site works)	\$ 25,000	\$ 2,798	\$ 22,202	
		- Streetscape Plan (Review & Implementation)	\$ 110,000	\$ -	\$ 110,000	Footpath renewal Component - Funds \$75k subject to finalising Grant Deeds (Federal Gov.)
	G2020002	Melton Mowbray Township - Streetscape Works (Trough / Shelter etc)	\$ 30,000	\$ 5,318	\$ 24,682	
	C1040016	Oatlands Township - High Street (Footpath Renewal)	\$ 33,000	\$ 1,252	\$ 31,748	
	C1040026	- Church Street (Footpath Renewal)	\$ 17,000	\$ 16,714	\$ 286	
		Tunbridge Township - Maint Street Kerb & Gutter (Vicinity of Hall)	\$ 30,000	\$ -	\$ 30,000	
		Tunnack Township - Streetscape concept Plan	\$ 5,000	\$ -	\$ 5,000	
			\$ 710,150	\$ 29,568	\$ 680,582	

CAPITAL EXPENDITURE PROGRAM 2019-20

AS AT 30 SEPTEMBER 2019

			BUDGET	EXPENDITURE	VARIANCE	COMMENTS
LIGHTING	C1050001	Esplanade Project (Total Project Cost \$128k year 1-2)	\$ 134,000	\$ 21,327	\$ 112,673	\$64k Budget c/fwd WIP 30/6/19 \$21,251 - Funds \$250k subject to finalising Grant Deeds (Federal Gov.)
			\$ 134,000	\$ 21,327	\$ 112,673	
BUILDINGS	C1110002	Campania Flour Mill Park - Concrete Pathways/drainage/remove pa	\$ 15,000	\$ -	\$ 15,000	
		Tunbridge Hall Toilets	\$ 77,500	\$ 84,864	\$ (7,364)	WIP 30/6/19 \$18,288 - Budget incl. Grants
			\$ 92,500	\$ 84,864	\$ 7,636	

DRAINAGE		Bagdad				
		- Lyndon Road	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd
		- Midland Highway/Swan Street Drainage	\$ 50,000	\$ 3,204	\$ 46,797	
		Campania				
		- Estate Road (School Farm)	\$ 10,000	\$ -	\$ 10,000	
		Oatlands				
		- Barrack Street (towards Mason Street)	\$ 10,000	\$ -	\$ 10,000	\$10K Budget c/fwd
		- High St/Wellington Street Junction	\$ 5,000	\$ -	\$ 5,000	\$5K Budget c/fwd
		- Queen Anne Street	\$ 7,500	\$ -	\$ 7,500	\$7.5K Budget c/fwd
		Kempton				
		- Erskine Street		\$ 4,668	\$ (4,668)	WIP 30/6/19
			\$ 97,500	\$ 7,871	\$ 89,629	
WASTE	C110001	Wheelie Bins and Crates	\$ 8,000	\$ -	\$ 8,000	
		Oatlands WTS - Concrete Pad(s)	\$ 25,000	\$ -	\$ 25,000	\$25K Budget c/fwd
		Dysart WTS - General Improvements	\$ 20,000	\$ -	\$ 20,000	\$20K Budget c/fwd
			\$ 53,000	\$ -	\$ 53,000	
GROWTH						
HERITAGE	C3010003	Callington Mill (Asset Renewals)	\$ 10,000	\$ 18,644	\$ (8,644)	
		Callington Mill (Mill Tower - Fire Detection System & Exit Lighting)	\$ 6,500	\$ -	\$ 6,500	Budget c/fwd
		Oatlands Court House (Stabilisation & Gaol Cell)	\$ 8,000	\$ -	\$ 8,000	\$8K Budget c/fwd
		Oatlands Gaol - Wingwall Completion	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd
		Oatlands Gaol - Aluminum Temporary Steps (Entrance)	\$ 3,500	\$ -	\$ 3,500	\$3.5K Budget c/fwd
		Kempton Watch House (Fitout)	\$ 4,000	\$ -	\$ 4,000	\$7.5K Budget c/fwd
		Roche Hall Forecourt (Interps - Planning Condition of Approval)	\$ 40,000	\$ 6,945	\$ 33,056	WIP 30/6/19 \$3,845 - Budget c/fwd
	C3010011	Roche Hall - Internal & External Painting (excl. Gutters; Fascias &	\$ 80,000	\$ -	\$ 80,000	\$15K Budget c/fwd
			\$ 167,000	\$ 25,588	\$ 141,412	
NATURAL						
		Campania Bush Reserve (Walking/Riding Path)	\$ 100,000	\$ -	\$ 100,000	Funds \$100k subject to finalising Grant Deeds (Federal Gov.)
	C3020007	Chauncy Vale - Sanctuary Bridge	\$ 55,000	\$ -	\$ 55,000	Funds \$55k subject to finalising Grant Deeds (Federal Gov.)
	C3020008	Mahers Point - Lanscape Plan	\$ 22,404	\$ -	\$ 22,404	Budget c/fwd
	C1040019	Lake Dulverton Walkway (Section 1)	\$ 135,000	\$ -	\$ 135,000	Funds \$135k subject to finalising Grant Deeds (Federal Gov.)
	C1040028	Lake Dulverton Walkway (Section 2)	\$ 85,000	\$ -	\$ 85,000	Funds \$85k subject to finalising Grant Deeds (Federal Gov.)
			\$ 397,404	\$ -	\$ 397,404	
CULTURAL						
		Heritage HUB - Internal fitout	\$ 10,000	\$ -	\$ 10,000	
			\$ 10,000	\$ -	\$ 10,000	
REGULATORY						
	C3040001	Kempton Council Chambers - Restoration Works	\$ 5,000	\$ -	\$ 5,000	
	C9990001	Kempton Council Chambers - Office Furniture & Equipment	\$ 5,000	\$ -	\$ 5,000	
			\$ 10,000	\$ -	\$ 10,000	

LIFESTYLE		BUDGET	EXPENDITURE	VARIANCE	COMMENTS
COMMUNITY HEALTH & WELLBEING					
	C4070035	Oatlands Bus Shelter	\$ 14,000	\$ -	\$ 14,000
			\$ 14,000	\$ -	\$ 14,000
ACCESS					
	C4070035	All Buildings (Priority Approach - Year 4 of 5)	\$ 40,000	\$ -	\$ 40,000
			\$ 40,000	\$ -	\$ 40,000
PUBLIC HEALTH					
	C4070035	Kempton Community Health Facility	\$ 225,000	\$ 1,915	\$ 223,085
			\$ 225,000	\$ 1,915	\$ 223,085
RECREATION					
	C4070005	Recreation Committee	\$ 20,000	\$ 3,364	\$ 16,636
		Oatlands Aquatic Centre (New Pool)	\$ 2,400,000	\$ -	\$ 2,400,000
	C4070034	Oatlands Aquatic Centre (New Pool)		\$ 395,986	\$ (395,986)
	C4070034	Oatlands Aquatic Centre (New Pool)		\$ 379,803	\$ (379,803)
		Campania - Public Open Space dev (Subdivision)	\$ 23,000		\$ 23,000
		Campania - Public Open Space dev (Shelter Alexander Circle)	\$ 10,000		\$ 10,000
		Campania - Public Open Space dev (Play Equip Alexander Circle)	\$ 16,000		\$ 16,000
	G4070024	Mangalore Equestrian Arena	\$ 51,784	\$ 20,749	\$ 31,035
		Mangalore Hall (replace Gutters and Roofing)	\$ 18,000		\$ 18,000
		Oatlands - Callington Park (Playground Election Commitment)	\$ 500,000		\$ 500,000
		Campania - Recreation Ground (Nets)	\$ 45,000		\$ 45,000
	C4070019	Kempton - Recreation Ground (Granstand Rails & Seating)	\$ 6,000		\$ 6,000
		Kempton - Recreation Ground (Lighting)	\$ 10,000		\$ 10,000
		Kempton - Recreation Ground (Roof Structure - Entry to Clubroom)	\$ 15,000		\$ 15,000
		Mount Pleasant - Recreation Ground (Upgrade Toilets)	\$ 38,000		\$ 38,000
		Runnymede - Recreation Ground (resurfacing & watering system)	\$ 20,000		\$ 20,000
		Tunbridge Park - Perimeter Fence (Safety)	\$ 30,000		\$ 30,000
			\$ 3,202,784	\$ 799,902	\$ 2,402,882
COMMUNITY					
ANIMALS					
		Oatlands - Dog Pound	\$ 20,000	\$ -	\$ 20,000
			\$ 20,000	\$ -	\$ 20,000
CAPACITY					
	C5020001	Levendale Community Centre	\$ 8,000	\$ -	\$ 8,000
		Oatlands Structure Plan	\$ 25,000	\$ -	\$ 25,000
			\$ 33,000	\$ -	\$ 33,000
SAFETY					
		Road Accident Rescue Unit	\$ 3,000	\$ -	\$ 3,000
			\$ 3,000	\$ -	\$ 3,000

ORGANISATION						
SUSTAINABILITY						
		Council Chambers - Internal Toilets Upgrade	\$ 60,000	\$ -	\$ 60,000	
		Council Chambers - Damp Issues & Stonemasonry	\$ 15,000	\$ -	\$ 15,000	\$15K Budget c/fwd
		Council Chambers - Works Office (floor coverings)	\$ 5,000	\$ -	\$ 5,000	\$5K Budget c/fwd
	C9990001	Town Hall (General - Incl. Office Equip/Furniture)	\$ 5,540	\$ 544	\$ 4,996	
	C6020003	Computer System (Hardware / Software)	\$ 55,400	\$ 37,110	\$ 18,290	\$15K Budget c/fwd
			\$ 140,940	\$ 37,655	\$ 103,285	
WORKS						
	C6020011	Kempton Depot - Property Purchase (Year 1 Budget of \$180K)	\$ 50,000	\$ 178,497	\$ (128,497)	Total Project Cost - to be funded over 4 yrs (Yr 1 - \$50K)
	C6020011	Kempton Depot - External Painting	\$ 10,000	\$ -	\$ 10,000	\$10K Budget c/fwd
	C6020001	Depot Relocation (Site / Concept Plans/ Amneities/ Redords Storage)	\$ 200,000	\$ 33,718	\$ 166,282	
		Minor Plant Purchases	\$ 9,500	\$ -	\$ 9,500	
	C6020008	Radio System	\$ 3,000	\$ -	\$ 3,000	
		Plant Replacement Program				
		Refer separate Schedule (Gross)	\$ 935,000	\$ 114,215	\$ 820,785	
		Light Vehicles (Gross)	\$ 210,000	\$ 113,543	\$ 96,457	
		(Trade Allowance - \$180K)				
			\$ 1,417,500	\$ 439,973	\$ 977,527	
		GRAND TOTALS	\$ 9,221,111	\$ 1,510,293	\$ 7,710,817	

	INFLOWS (OUTFLOWS) (July 2019)	INFLOWS (OUTFLOWS) (August 2019)	INFLOWS (OUTFLOWS) (September 2019)	INFLOWS (OUTFLOWS) (Year to Date)
Cash flows from operating activities				
Payments				
Employee costs	- 259,732.34	- 280,026.23	- 290,033.86	- 829,792.43
Materials and contracts	- 489,960.05	- 252,409.90	- 176,421.49	- 918,791.44
Interest	- 4,148.51	-	-	- 4,148.51
Other	- 29,966.89	- 69,054.75	- 52,617.77	- 151,639.41
	- 783,807.79	- 601,490.88	- 519,073.12	- 1,904,371.79
Receipts				
Rates	98,749.91	1,287,791.14	1,399,266.96	2,785,808.01
User charges	65,479.66	44,553.00	127,713.29	237,745.95
Interest received	18,471.63	6,408.06	16,386.98	41,266.67
Subsidies		-	11,655.00	11,655.00
Other revenue grants	150.00	435,460.50	-	435,610.50
GST Refunds from ATO		-	-	-
Other	34,923.65	94,315.16	66.01	129,304.82
	217,774.85	1,868,527.86	1,555,088.24	3,641,390.95
Net cash from operating activities	- 566,032.94	1,267,036.98	1,036,015.12	1,737,019.16
Cash flows from investing activities				
Payments for property, plant & equipment	- 66,086.49	- 82,224.34	- 450,270.92	- 598,581.75
Proceeds from sale of property, plant & equipment	30,840.90	15,054.55	147,996.46	193,891.91
Proceeds from Capital grants	-	-	-	-
Proceeds from Investments	-	-	-	-
Payment for Investments	-	-	-	-
Net cash used in investing activities	- 35,245.59	- 67,169.79	- 302,274.46	- 404,689.84
Cash flows from financing activities				
Repayment of borrowings	- 7,060.07	-	-	- 7,060.07
Proceeds from borrowings				-
Net cash from (used in) financing activities	- 7,060.07	-	-	- 7,060.07
Net increase/(decrease) in cash held	- 608,338.60	1,199,867.19	733,740.66	1,325,269.25
Cash at beginning of reporting	12,368,944.95	11,760,606.35	12,960,473.54	12,368,944.95

SOUTHERN MIDLANDS COUNCIL : OPERATING EXPENDITURE 2019/20

SUMMARY SHEET

PROGRAM	YTD ACTUAL (as at 30 September 19)	YTD BUDGET (as at 30 September 19)	YTD VARIANCE	YTD VARIANCE %	FULL YEAR BUDGET - REVISED INC. GRANTS & OTHER
INFRASTRUCTURE					
Roads	313,973	338,434	24,461	92.77%	3,205,738
Bridges	1,101	6,375	5,274	17.27%	383,498
Walkways	39,461	52,483	13,022	75.19%	214,930
Lighting	14,695	21,441	6,746	68.54%	85,764
Irrigation	-	-	-	-	-
Drainage	5,602	9,518	3,916	58.86%	78,072
Waste	162,375	222,887	60,512	72.85%	901,549
Public Toilets	17,042	18,245	1,203	93.40%	66,982
Communications	-	-	-	-	-
Signage	1,374	2,205	831	62.30%	7,020
INFRASTRUCTURE TOTAL:	555,622	671,588	115,966	82.73%	4,943,553
GROWTH					
Residential	-	-	-	-	-
Tourism	18,619	17,845	774	104.34%	62,380
Business	69,164	71,449	2,285	96.80%	971,998
Agriculture	-	-	-	-	-
GROWTH TOTAL:	87,783	89,294	1,511	98.31%	1,034,378
LANDSCAPES					
Heritage	70,504	88,327	17,823	79.82%	335,907
Natural	40,937	43,782	2,846	93.50%	188,629
Cultural	946	10,107	9,161	9.36%	40,427
Regulatory	156,396	211,647	55,251	73.89%	846,586
Climate Change	-	-	-	-	-
LANDSCAPES TOTAL:	268,783	353,863	85,081	75.96%	1,411,549
LIFESTYLE					
Youth	77,308	74,080	3,228	104.36%	264,320
Aged	1,011	750	261	134.85%	1,500
Childcare	4,000	5,375	1,375	74.42%	6,500
Volunteers	209	2,500	2,291	8.36%	40,000
Access	-	-	-	-	-
Public Health	438	2,547	2,109	17.20%	10,189
Recreation	81,023	100,625	19,602	80.52%	462,022
Animals	21,231	27,534	6,303	77.11%	110,137
Education	-	-	-	-	-
LIFESTYLE TOTAL:	185,221	213,411	28,191	86.79%	894,668
COMMUNITY					
Retention	-	-	-	-	-
Capacity	25,026	18,606	6,420	134.50%	41,925
Safety	5,012	12,050	7,038	41.59%	51,200
Consultation	2,507	5,325	2,818	47.08%	21,300
COMMUNITY TOTAL:	32,545	35,981	3,436	90.45%	114,425
ORGANISATION					
Improvement	23,776	28,529	4,753	83.34%	114,116
Sustainability	555,912	721,583	165,671	77.04%	2,370,532
Finances	34,892	33,102	1,790	105.41%	306,907
ORGANISATION TOTAL:	614,580	783,214	168,634	78.47%	2,791,555
TOTALS	1,744,534	2,147,352	402,818	81.24%	11,190,128

SOUTHERN MIDLANDS COUNCIL				
SUMMARY OF RATES AND CHARGES LEVIED, REMITTED AND COLLECTED				
	This Financial Year 11th October 2019		Last Financial Year 11th October 2018	
Arrears brought forward as at July 1		\$ 429,240.71		\$ 419,894.17
ADD current rates and charges levied		\$ 5,620,415.53		\$ 5,297,326.00
ADD current interest and penalty		\$ 22,691.34		\$ 22,381.53
TOTAL rates and charges demanded	100.00%	\$ 6,072,347.58	100.00%	\$ 5,739,601.70
LESS rates and charges collected	43.76%	\$ 2,657,313.66	44.60%	\$ 2,559,592.21
LESS pensioner remissions	3.90%	\$ 236,804.72	3.93%	\$ 225,642.00
LESS other remissions and refunds	-0.17%	-\$ 10,418.61	0.12%	\$ 6,789.91
LESS discounts	0.49%	\$ 29,518.35	0.50%	\$ 28,524.85
TOTAL rates and charges collected and remitted	47.98%	\$ 2,913,218.12	49.14%	\$ 2,820,548.97
UNPAID RATES AND CHARGES	52.02%	\$ 3,159,129.46	50.86%	\$ 2,919,052.73

Mr T Kirkwood (General Manager) declared an interest in item 17.3.2 due to being Auditor of the incorporated body and left the meeting at 12.07 p.m.

17.3.2 REQUEST FOR FINANCIAL ASSISTANCE – MELTON MOWBRAY RODEO

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 15 OCTOBER 2019

Enclosure(s):

Email request for Sponsorship from Melton Mowbray Community Rodeo Association Inc Donations & Community Support Policy

ISSUE

Council to consider a request for a donation from the. The purpose of the donation is to assist with the organisation of the 2019 Melton Mowbray Rodeo, scheduled for the 2nd November 2019.

BACKGROUND

Council has made donations to the Rodeo Association in previous years and also provides significant 'in-kind' support through the following:

- Provision of toilet facility (include set-up and removal);
- council vehicle for rubbish collection throughout the day, including clean-up the following day;
- truck and water cart for dust suppression; and
- Road safety signage – including placement and removal.

Council's Donations and Community Support Policy sets Council's position in relation to requests for financial assistance for Annual Events within the Southern Midlands with the maximum donation being \$1500.00.

DETAIL

This event attracts a considerable number of people, and any profits made by the Rodeo Association are generally donated to a number of community organisations within the Southern Midlands and surrounding areas. (e.g. MMPHC; Fire Brigades, SES; Schools etc).

Human Resources & Financial Implications – Any donation would be allocated to the Community Capacity Program 'Special Events' Budget allocation.

Community Consultation & Public Relations Implications – Any support of the Community Rodeo Association would be viewed as a positive community initiative, as the event is run purely by a volunteer Management Committee and supported by a range of other stakeholders.

Policy Implications – Donations and Community Support Policy position.

Priority - Implementation Time Frame – Immediate

RECOMMENDATION

THAT Council provide a donation of \$1500, including the offer of ‘in-kind’ support as previously provided and detailed above.

DECISION

Moved by Cllr A Bantick, seconded by Cllr A Bisdee OAM

THAT Council:

- a) provide a donation of \$1500, including the offer of ‘in-kind’ support as previously provided and detailed above; and
- b) write to the Melton Mowbray Rodeo Committee and acknowledge the valuation contributions that they provide in organising the Rodeo and the financial assistance that they provide to other community organisations as a result of this event.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A E Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

Mr T Kirkwood (General Manager) returned to the meeting at 12.08 p.m.

ENCLOSURE

Agenda Item 17.2.2

-----Original Message-----

From: ben sculthorpe [REDACTED]
Sent: Saturday, 28 September 2019 10:42 AM
To: SMC Mail <mail@southernmidlands.tas.gov.au>
Subject: Melton Mowbray rodeo sponsorship

To the General Manager

Good morning Tim

It is that time of the year again and we are seek a financial sponsorship from the southern midlands council. Over the past few years the council has been very supportive of this big event in your council area it attracts some 1500-2000 people to our area
We pride ourselves on supporting the local community over the last 3 year we have given \$15,000 to community groups such as local TFS brigades, the local SES, the multipurpose Heath service, local families in need, the schools and much more.

Would you please consider your sponsorship to our wonderful organisation in the Melton Mowbray community association

All support will be really appreciated

Kind regards

Ben Sculthorpe
President
MMCA

Sent from my iPhone



Council Policy
DONATIONS & COMMUNITY SUPPORT POLICY

Approved by: Council
Approved date: 22nd May 2019
Review date: May 2021

Note This Policy is a consolidation of the following policies:

- Donations Policy
- Supporting Community Owned Halls Policy

1. PURPOSE

This Policy sets out Council's position in relation to:

1. Requests for financial assistance from not-for-profit registered welfare or community service groups working within the Southern Midlands Municipality;
2. Requests for financial assistance from persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community;
3. Supporting Community Owned Halls; and
4. School Citizenship / Achievement Awards for end of year Assemblies.

2. POLICY

2.1 Assistance for Annual Events

- 2.1.1 Requests for assistance from not-for-profit organisation, community, or service groups based within the Southern Midlands Municipality will be considered with the maximum donation being \$1500.00.

Note: Assistance depends on value for money to the Community and will not be given for projects that would be eligible for consideration within Council's Community Small Grants Program.

2.2 Representation - Individuals (Residents) re Sporting or Recreational Activities

Intrastate representation	\$50.00
Interstate representation	\$100.00
Overseas representation	\$200.00

- 2.2.1 Assistance will be available upon request by residents of the Southern Midlands Municipality achieving State or National representation. The following criteria must be met:

- Evidence of selection will be required prior to the allocation of funds
- Grants will be provided to individuals only (not teams)



Council Policy
DONATIONS & COMMUNITY SUPPORT POLICY

Approved by: Council
Approved date: 22nd May 2019
Review date: May 2021

- Grants will not be provided to those over the age of 18 at the commencement of each calendar year.
- Grants will not be provided to officials (i.e. coaches, managers, judges)

2.3 Supporting Community Owned Halls

2.3.1 This part of the Policy is aimed at supporting the Management Committee(s) of the various community owned Halls through:

- a) The provision of funding to assist with major building upgrade and maintenance;
- b) The provision of funding to subsidise the cost of maintaining Public Liability Insurance Cover for these premises; and
- c) Granting exemptions from Council Rates and Charges.

2.3.2 This funding assistance recognises the importance of these community owned facilities in building social capital and providing a valuable service to the community.

Background

There are currently nine Community Owned Halls in the Southern Midlands local government area. They being:

1. Baden Hall (future to be confirmed)
2. Broadmarsh Community Hall
3. Jericho Hall
4. Levendale Community Hall
5. Mt Seymour Hall (future to be confirmed)
6. Parattah Jubilee Hall
7. Stonor Hall
8. Tunbridge Community Hall
9. Tunnack Community Hall

The Southern Midlands Council will allocate an amount of \$5,000 per annum for major upgrade/maintenance works to community owned Halls (to be known as the Building Fund). It is intended, unless determined otherwise by the Committee, that this will be allocated as a single amount, inferring that each community owned facility will be entitled to apply for this allocation once every three years. If more than one application is received in any one-year, then the Facilities & Recreation Committee, will at its absolute discretion, determine the successful application based evidence provided by the Hall Committees, as well as the scope of previous Building Funds provided under this policy.



Council Policy
DONATIONS & COMMUNITY SUPPORT POLICY

Approved by: Council
Approved date: 22nd May 2019
Review date: May 2021

The Southern Midlands Council will also allocate an amount per financial year to enable Management Committee(s) to be reimbursed 50% of the cost of maintaining Public Liability Cover (i.e. cost of the premium) for the premises under its control. This reimbursement amount from Council is capped at \$500.00 per policy.

Whilst there is an indirect cost to Council through loss of potential income, these properties have always been exempted from rates and charges and therefore there is no budget implications.

Process (Building Fund)

2.3.3 Submissions received from Management Committees of Community Owned Halls will be referred to the Facilities & Recreation Committee for consideration, prioritisation (where necessary) and final decision in terms of allocating the funds.

The investment by Council of any funds shall be assessed as being value for money as well as being a valuable contribution to building the Community capacity of the area.

The requesting Hall Committee shall be financially viable prior to Council considering funding the project (evidence to be provided shall be the last financial year's annual statement/or a current bank statement).

Any such allocation by the Facilities & Recreation Committee to Community Owned Hall Committees would not preclude the relevant Hall Committee from applying for the annual Community Small Grants Program via the SMC Community Small Grants Program, to a maximum of \$3,000.

Process (Part Premium Reimbursement - Public Liability Cover)

2.3.4 Council will reimburse 50% of the cost of the insurance premium for Public Liability Cover for the Community owned Hall property. This amount will be reimbursed upon presentation of a copy of the receipt (as evidence of payment) and the Certificate of Currency. The reimbursement does not extend to other types of insurance that may be taken out (e.g. contents).

2.4 School Citizenship/Achievement Awards for end of year assembly

High Schools to receive \$100.00 per year.

Primary Schools to receive \$60.00 per year.

2.4.1 Donations will be made to each school in the municipal area annually for school citizenship/achievements awards for the end of year assembly.



Council Policy
DONATIONS & COMMUNITY SUPPORT POLICY

Approved by: Council
Approved date: 22nd May 2019
Review date: May 2021

2.4.2 The following schools are in the Southern Midlands Municipal area:

- Bagdad Primary School
- Campania District School
- Kempton Primary School
- Oatlands District High School

2.4.3 These guidelines should not be considered to be rigid, Council may vary donations at its discretion. Payments are to be processed in October of each year.

3. DOCUMENT ADMINISTRATION

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

This document is Version 2.0 effective 22nd May 2019. This document is maintained by the General Managers Unit, for the Southern Midlands Council.

18. MUNICIPAL SEAL

Nil.

19. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

Council to address urgent business items previously accepted onto the agenda.

19.1 PROPOSED CHRISTMAS / NEW YEAR ARRANGEMENTS (INCLUDING OFFICE CLOSURE)

Author: GENERAL MANAGER (TIM KIRKWOOD)

Date: 22 OCTOBER 2019

ISSUE

To inform Council and seek endorsement of the proposed Christmas and New Year arrangements (including office closures).

DETAIL

The following arrangements are proposed for the 2019/20 Christmas and New Year period:

Council Offices:

Council Offices to close on Tuesday, 24th December 2019 at 2.00 p.m., and re-open at 9.00 a.m. on Thursday, 2nd January 2020.

Household Garbage Collection Service:

Some services may be affected during this period but if there are any changes due to public holidays etc. households will be notified accordingly.

Waste Transfer Stations:

Campania, Dysart and Oatlands Waste Transfer Stations will be closed on Christmas Day and New Years Day.

Oatlands Swimming Pool:

Closed on Christmas Day.

On-Call Arrangements:

On-call arrangements will be in place during this period.

Human Resources & Financial Implications - With the exception of scheduled rostered days off, all staff will take Annual Leave on normal working days that fall during the closure period.

Community Consultation & Public Relations Implications - The proposed arrangements will be advertised following endorsement by Council.

Policy Implications - Consistent with standard Council Policy.

RECOMMENDATION

THAT the information be received and Council endorse the proposed Office closure arrangements over the 2019/20 Christmas and New Year period.

DECISION

Moved by Cllr R McDougall, seconded by Cllr K Dudgeon

THAT the information be received and Council endorse the proposed Office closure arrangements over the 2019/20 Christmas and New Year period.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Cllr A Bantick	√	
Cllr A E Bisdee OAM	√	
Cllr K Dudgeon	√	
Cllr D F Fish	√	
Cllr R McDougall	√	

DECISION

Moved by Clr A Bisdee OAM, seconded by Clr A Bantick

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

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

DECISION

Moved by Clr K Dudgeon, seconded by Clr R McDougall

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

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

CLOSED COUNCIL MINUTES

20. BUSINESS IN “CLOSED SESSION”

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.

20.1 CLOSED COUNCIL MINUTES - CONFIRMATION

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

20.2 APPLICATIONS FOR LEAVE OF ABSENCE

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

20.3 AUDIT PANEL MINUTES - CONFIRMATION

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

20.4 PROPERTY MATTER - KEMPTON

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

DECISION

Moved by Clr D Fish, seconded by Clr A Bantick

THAT Council move out of “Closed Session”.

CARRIED

Councillor	Vote FOR	Vote AGAINST
Deputy Mayor E Batt	√	
Clr A Bantick	√	
Clr A E Bisdee OAM	√	
Clr K Dudgeon	√	
Clr D F Fish	√	
Clr R McDougall	√	

OPEN COUNCIL MINUTES

21. CLOSURE

The meeting closed at 12.32 p.m.