

Meander Valley Council

W O R K I N G T O G E T H E R

# **ORDINARY AGENDA**

**COUNCIL MEETING**

**Tuesday 19 January 2016**

# **COUNCIL MEETING VISITORS**

Visitors are most welcome to attend Council meetings.

Visitors attending a Council Meeting agree to abide by the following rules:-

- Visitors are required to sign the Visitor Book and provide their name and full residential address before entering the meeting room.
- Visitors are only allowed to address Council with the permission of the Chairperson.
- When addressing Council the speaker is asked not to swear or use threatening language.
- Visitors who refuse to abide by these rules will be asked to leave the meeting by the Chairperson.

## **SECURITY PROCEDURES**

- Council staff will ensure that all visitors have signed the Visitor Book.
- A visitor who continually interjects during the meeting or uses threatening language to Councillors or staff, will be asked by the Chairperson to cease immediately.
- If the visitor fails to abide by the request of the Chairperson, the Chairperson shall suspend the meeting and ask the visitor to leave the meeting immediately.
- If the visitor fails to leave the meeting immediately, the General Manager is to contact Tasmania Police to come and remove the visitor from the building.
- Once the visitor has left the building the Chairperson may resume the meeting.
- In the case of extreme emergency caused by a visitor, the Chairperson is to activate the Distress Button immediately and Tasmania Police will be called.



PO Box 102, Westbury,  
Tasmania, 7303

Dear Councillors

I wish to advise that an ordinary meeting of the Meander Valley Council will be held at the Westbury Council Chambers, 26 Lyall Street, Westbury, on **Tuesday 19 January 2016 at 1.30pm.**

Rick Dunn  
**ACTING GENERAL MANAGER**

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**Evacuation and Safety:**

At the commencement of the meeting the Mayor will advise that,

- Evacuation details and information are located on the wall to his right;
- In the unlikely event of an emergency evacuation an alarm will sound and evacuation wardens will assist with the evacuation. When directed, everyone will be required to exit in an orderly fashion through the front doors and go directly to the evacuation point which is in the car-park at the side of the Town Hall.

Agenda for an ordinary meeting of the Meander Valley Council to be held at the Council Chambers, 26 Lyall Street, Westbury, on Tuesday 19 January 2016 at 1.30pm.

**PRESENT:****APOLOGIES:****IN ATTENDANCE:****CONFIRMATION OF MINUTES:**

Councillor xx moved and Councillor xx seconded, ***“that the minutes of the Ordinary meeting of Council held on Tuesday 8 December, 2015, be received and confirmed.”***

**COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:**

Nil

**ANNOUNCEMENTS BY THE MAYOR:****Tuesday 8 December 2015**

Attended Prospect High School end of year assembly

**Wednesday 9 December 2015**

Attended Deloraine High School end of year assembly

**Thursday 10 December 2015**

Attended Mole Creek Primary School end of year assembly

**Saturday 12 December 2015**

Attended and formally launched "Wonderstruck. Treasuring Tasmania's caves and karst" at Mole Creek Hotel

**Tuesday 15 December 2015**

Attended Hagley Primary School end of year assembly

**Friday 18 December 2015**

Assisted the Rotary Club of Deloraine and Deloraine RSL unveil a plaque recognising their community project commemorating 100 years of ANZAC in Deloraine

**Monday 28 December 2015**

Attended the Westbury Criterium

**DECLARATIONS OF INTEREST:**

**TABLING OF PETITIONS:**

# **PUBLIC QUESTION TIME**

## **General Rules for Question Time:**

Public question time will continue for no more than thirty minutes for 'questions on notice' and 'questions without notice'.

At the beginning of public question time, the Chairperson will firstly refer to the questions on notice. The Chairperson will ask each person who has a question on notice to come forward and state their name and where they are from (suburb or town) before asking their question(s).

The Chairperson will then ask anyone else with a question without notice to come forward and give their name and where they are from (suburb or town) before asking their question.

If called upon by the Chairperson, a person asking a question without notice may need to submit a written copy of their question to the Chairperson in order to clarify the content of the question.

A member of the public may ask a Council officer to read their question for them.

If accepted by the Chairperson, the question will be responded to, or, it may be taken on notice as a 'question on notice' for the next Council meeting. Questions will usually be taken on notice in cases where the questions raised at the meeting require further research or clarification. These questions will need to be submitted as a written copy to the Chairperson prior to the end of public question time.

The Chairperson may direct a Councillor or Council officer to provide a response.

All questions and answers must be kept as brief as possible.

There will be no debate on any questions or answers.

In the event that the same or similar question is raised by more than one person, an answer may be given as a combined response.

Questions on notice and their responses will be minuted.

Questions without notice raised during public question time and the responses to them will not be minuted or recorded in any way with exception to those questions taken on notice for the next Council meeting.

Once the allocated time period of thirty minutes has ended, the Chairperson will declare public question time ended. At this time, any person who has not had the opportunity to put forward a question will be invited to submit their question in writing for the next meeting.

## **Notes**

- Council officers may be called upon to provide assistance to those wishing to register a question, particularly those with a disability or from non-English speaking cultures, by typing their questions.
- The Chairperson may allocate a maximum time for each question, depending on the complexity of the issue, and on how many questions are asked at the meeting. The Chairperson may also indicate when sufficient response to a question has been provided.

- Limited Privilege: Members of the public should be reminded that the protection of parliamentary privilege does not apply to local government, and any statements or discussion in the Council Chamber or any document, produced are subject to the laws of defamation.

For further information please telephone 6393 5300 or visit [www.meander.tas.gov.au](http://www.meander.tas.gov.au)

## **PUBLIC QUESTION TIME**

### **1. QUESTIONS TAKEN ON NOTICE – DECEMBER 2015**

Nil

### **2. QUESTIONS WITHOUT NOTICE – JANUARY 2016**

## **COUNCILLOR QUESTION TIME**

### **1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – DECEMBER 2015**

#### **1.1 Cr Tanya King**

a) At the November Council meeting, dates were set for 2016 meetings. The March meeting is to be held on the 8<sup>th</sup>, at 6.30 pm in Prospect.

While a purpose built building remains unoccupied for the duration of this meeting; what will be the cost of:-

- i) the room hire?
- ii) meals for Councillors, Directors and staff?
- iii) the direct and indirect cost (proportional remuneration) of directors and staff to attend out of hours?
- iv) What award or policy provision does Council have for staff working beyond prescribed hours of employment?
- v) What safety considerations are provided for staff expected to work a full day, and then attend an evening meeting that is expected to have duration of at least 3 hours, plus a recess for an evening meal?

#### ***Response by Rick Dunn, Acting General Manager***

- i) Room hire for the meeting will be \$390.***
- ii) As the meeting is set to commence at 6.30pm it is not proposed that dinner is provided. Light refreshments including sandwiches, biscuits,***



*tea and coffee can be provided for mid-meeting break. The cost of this for 20 people at \$ 24 per person is \$ 480.*

- iii) There is no provision within the Director Employment Agreements to pay overtime for additional out of hours work therefore there will be no cost for the General Manager or Directors to attend if they are available. The estimate for staff to attend the March 2016 meeting is based upon four staff members (who would typically attend) attending the entire meeting (estimate 3 hours) and include full on-costs in the hourly rates. The cost is estimated at \$970.*
- iv) The Meander Valley EBA 2013 states that "The span of ordinary hours of work on any one day will be 6.00am to 6.00pm, unless varied by mutual agreement in writing."*
- v) By mutual agreement, daily start and finish times can be varied to ensure that staff members work their 7.5 hour day and finish their day at the conclusion of the Council meeting. The Meander Valley EBA 2013 states that a 10 hour break for staff is required between shifts.*

## **1.2 Cr Bob Richardson**

### **Environmental River/Stream Flows:**

It has been reported to me that flow levels in Quamby Brook are lower than at comparable times in previous years.

Under the conditions of approval for the Meander Dam irrigation project, an environmental flow (which happened to be remarkably similar to the requirements for the Tamar Valley D.R.S. Pulp Mill) was to be maintained in the Meander River, and streams associated with the irrigation scheme.

Has there been any change to the environmental flow in the Meander River and Quamby Brook, and if so, upon what authority has that change been made?

### ***Response by Martin Gill, Director Development Services***

***There have been no changes to the environmental flows in the Meander River. Tasmanian Irrigation continue to release about 230ML per day of which 52ML is the environmental flow conditioned by license. They release 230ML to ensure that at the end of the Meander River, following the extraction of water orders, there is still at least a 80ML flow.***

***Tasmanian Irrigation provide a monthly report to DPIPWWE recording release volumes. An application to DPIPWWE is required for any change to the environmental flow volume.***

***Quamby Brook is not fed by a dam so there are no prescribed environmental flows.***

***It is worth noting that Tasmania's mean rainfall for all of spring was 59% below average, making it the driest spring on record. Currently, natural inflows in the Meander catchment are down to 12mgl per day.***

***This would explain the low flow in Quamby Brook.***

### **1.3 Cr Andrew Connor**

The Mayor's response to my question at the last meeting mentioned "It is unclear to me what decisions of Council Councillor Connor is referring to..."

I can advise it was item 280/2015 from the April meeting introduced 'to discuss voluntary amalgamations' and the recommendation passed more broadly as discussing 'local government reform'. Clearly the intention from council was for amalgamations to be discussed but it was not raised by the Mayor who was acting as chair of that meeting.

So I ask again, what confidence can we have in you as a Mayor in following directions of council in future?

***Response by Mayor Craig Perkins***

***As Councillor Connor on this occasion correctly states "the recommendation passed [was] more broadly (as) discussing 'local government reform'. The decision of Council made no reference to instructing myself, or any other Councillor present at that meeting, to specifically discuss amalgamations or any other matter. The meeting clearly discussed local government reform consistent with the Minister for Local Government's reform agenda***

## **2. COUNCILLOR QUESTIONS ON NOTICE – JANUARY 2016**

### **2.1 Cr Deborah White**

I have had several residents express frustration with the process they go through when obtaining permits for building or renovating properties. They recount that they have to come and go into Council for every step along the way, sometimes resulting in having to spend more money as well as time on the process. They frequently suggest that to receive a checklist at the outset that states all the steps they will have to take would be very helpful. Is such a checklist available? If not, is it possible to have such a checklist made available to prospective builders/renovators?

**Response by Martin Gill, Director Development Services**  
**Council has a couple of generic checklists that we provide applicants and a page on the Council website entitled `Planning your Building or Renovation', which outlines key stages of the process:**

**<http://www.meander.tas.gov.au/page.aspx?u=413>**

**The building and planning application forms also have checklists outlining the design documents required for submission with an application.**

**It is not uncommon for people to find the process frustrating. It is not a simple process.**

**This is partly because the planning and building processes are different and controlled by different legislation, and partly because each development presents a unique set of circumstances.**

**As an example:**

**Not all development needs a planning permit, but all development requires building permits, except for building works that are exempt.**

**Planning legislation requires a certain level of design documentation for planning permit applications.**

**Building legislation requires different documentation, depending on building type.**

**(For instance the design documentation for a house is prescribed by the Director of Building Control in Schedule 1 of the Building Regulations in a list that runs to 10 pages)**

**You also need separate consent from TasWater to undertake most works.**

**What we have found is that when we have tried to document the different pathways required to get through a development application process into a comprehensive, detailed checklist, the checklist itself becomes impenetrable and confusing.**

**We welcome the feedback, however, and will take the opportunity to review the information we do provide.**

**We also encourage people who are planning to build or renovate to sketch up their proposal, and then organise a meeting with the development services team**

*to discuss what permit pathway will apply. A sketch design is an invaluable tool at the start of the process, it frames the conversation and sets the development application pathway.*

### **3. COUNCILLOR QUESTIONS WITHOUT NOTICE – JANUARY 2016**

#### **DEPUTATIONS BY MEMBERS OF THE PUBLIC**

#### **NOTICE OF MOTIONS BY COUNCILLORS**

## CERTIFICATION

"I certify that with respect to all advice, information or recommendation provided to Council with this agenda:

1. the advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation, and
2. where any advice is given directly to Council by a person who does not have the required qualifications or experience that person has obtained and taken into account in that person's general advice the advice from an appropriately qualified or experienced person."



**Rick Dunn**  
**ACTING GENERAL MANAGER**

"Notes: S65(1) of the Local Government Act requires the General Manager to ensure that any advice, information or recommendation given to the Council (or a Council committee) is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation. S65(2) forbids Council from deciding any matter which requires the advice of a qualified person without considering that advice."

## COUNCIL MEETING AS A PLANNING AUTHORITY

The Mayor advises that for items DEV 1 to DEV 2 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.

# **DEV 1 DEMOLITION OF STORAGE BUILDING, CONSTRUCTION OF NEW PAVILION AND A STORAGE BUILDING AND RELOCATION OF AN EXISTING LIGHT POLE – 21 FRANKLIN STREET, WESTBURY**

## **1) Introduction**

This report considers the planning application PA\16\0097 for demolition of storage building, construction of new pavilion and a storage building and relocation of an existing light pole for land located at 21 Franklin Street, Westbury (PID: 7013189).

## **2) Background**

### **Applicant**

Philp Lighton Architects on behalf of Meander Valley Council.

### **Planning Controls**

The subject land is controlled by the Meander Valley Interim Planning Scheme 2013 (referred to this report as the 'Scheme').

### **Development**

The proposal includes the demolition of the existing storage building. This will be replaced by a new storage building measuring 5.5m x 6.5m with a pitched roof and an apex height of 3.427m. This proposed building contains two roller doors facing the oval and a personal door on the western side. The building is to be clad in pre finished metal cladding. The building is proposed on the rear boundary – a part of the boundary that is shared with number 4 Carol Court.

The proposal also includes the construction of a new pavilion. This proposed building measures 20.42m x 29.12m and will provide for the following:

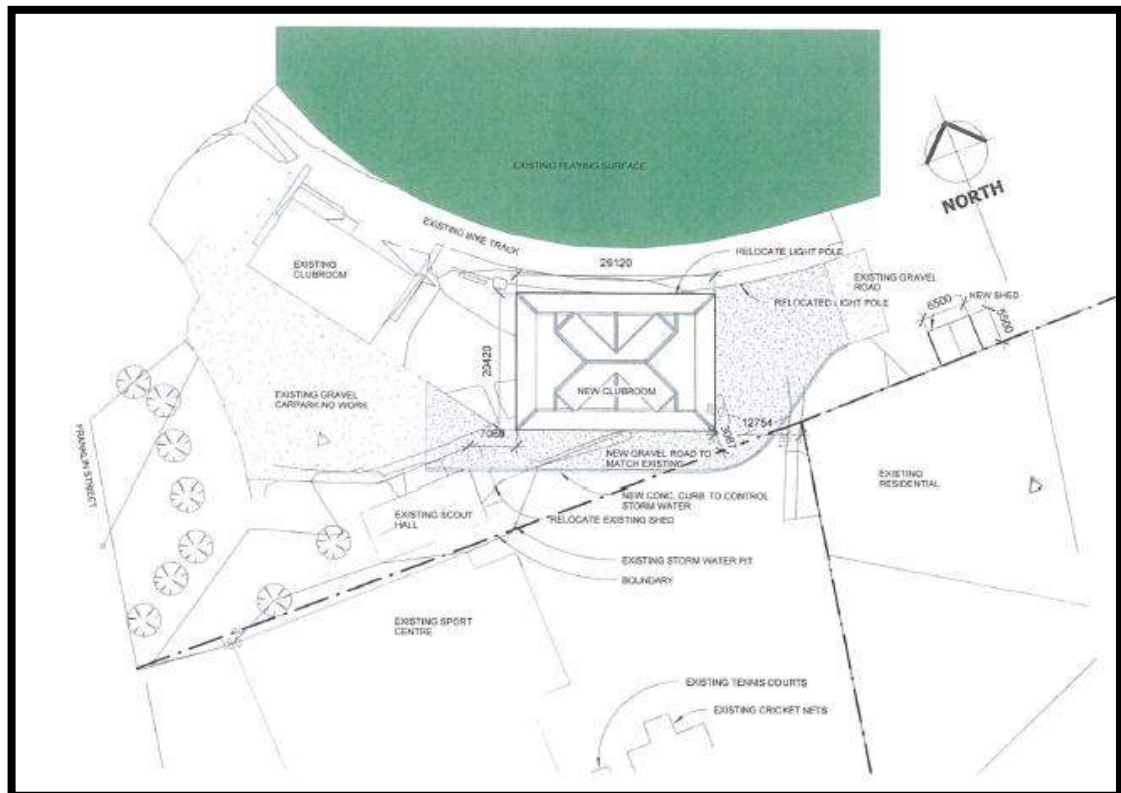
- Time keeper – 7m<sup>2</sup>
- Away team – 55m<sup>2</sup>
- Female change room – 29m<sup>2</sup>
- Accessible toilet – 6m<sup>2</sup>
- Gym – 53m<sup>2</sup>

Store room – 12m<sup>2</sup>  
Male change room – 29m<sup>2</sup>  
Accessible toilet – 6m<sup>2</sup>  
Home team – 90m<sup>2</sup>  
Strapping room – 11m<sup>2</sup>  
Medical room – 15m<sup>2</sup>

A roofed verandah surrounds the building. The external cladding is a mixture of masonry with applied render finish, timber columns with a paint finish, cement sheet weatherboards with a paint finish, powder coated aluminium window frames and metal roof sheeting. The proposed building has an apex height of 6.931m.

This new facility is proposed east of the existing clubrooms and between 3.087m and 13.5m from the rear boundary it shares with the existing sports centre.

The proposal also includes the relocation of an existing light pole approx 10m to the east. This light pole structure and direction it faces will not be changed; it will still be directed towards the oval away from adjacent residential properties. The height of this light pole is 10m.



**Figure 1: proposed site plan**

## **Site & Surrounds**

The subject site is a single parcel with frontage to Meander Valley Road, Jones Street and Franklin Street. Primary vehicular access is via Franklin Street. The site contains an existing club room, storage building, oval, bike track and scout hall.

There is no formal parking on the site but informal parking is available and accessible around the oval and behind the existing clubroom.

To the south the subject site adjoins the sport centre and residential development on Carol Court. To the east (Jones Street North) and to the west (Franklin Street) are single and multiple dwellings within the General Residential Zone. To the north (Meander Valley Road) is the Community Health Centre and single dwellings within the Urban Mixed Use Zone.



**Photo 1: Subject property viewed from Meander Valley Road, looking south.**





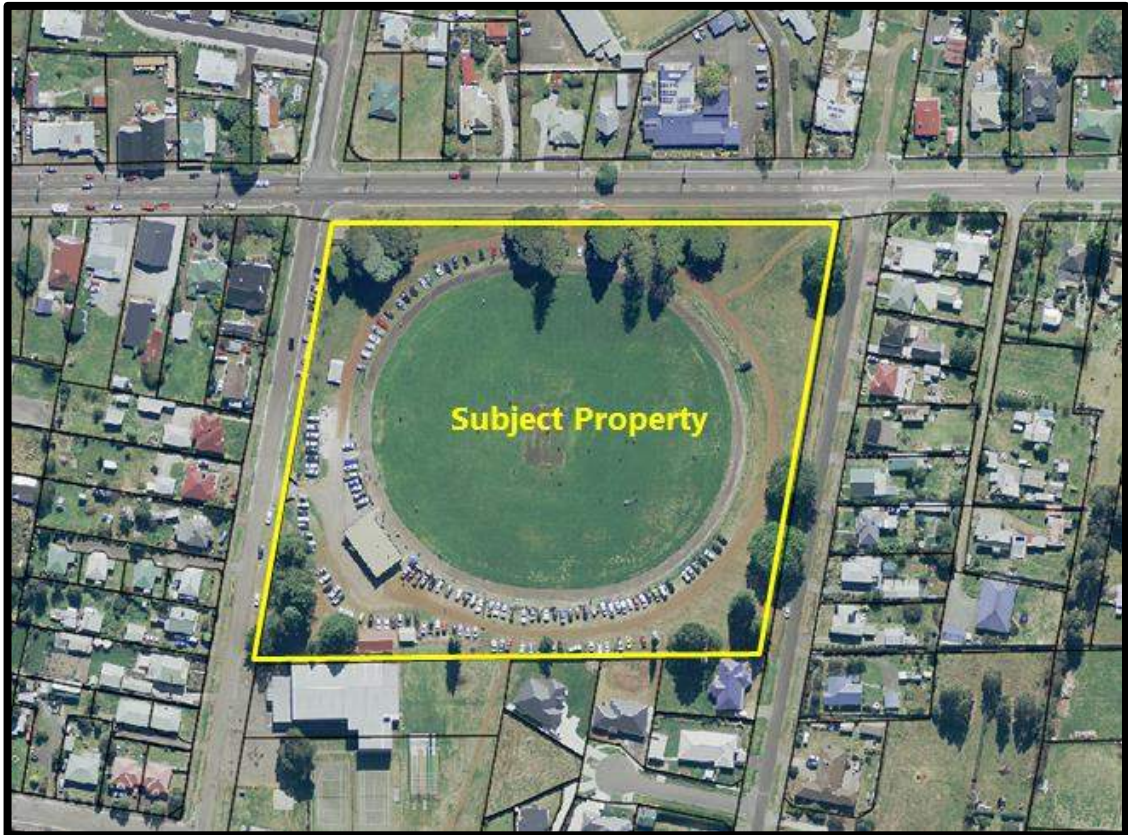
**Photo 2: Existing building cluster, looking south.**



**Photo 3: Storage building to be demolished.**



**Photo 4: Approximate location of proposed storage building, looking south toward 4 Carol Court.**



**Photo 5: Aerial photo showing the subject property.**

### **Statutory Timeframes**

Valid application:	9 December 2015
Advertised:	12 December 2015
Closing date for representations:	7 January 2016
Request for further information:	Not applicable
Information received:	Not applicable
Extension of time granted:	Not applicable
Extension of time expires:	Not applicable
Decision Due:	19 January 2016

### **3) Strategic/Annual Plan Conformance**

Council has a target under the Annual Plan to assess applications for discretionary uses within statutory timeframes.

### **4) Policy Implications**

Not Applicable

### **5) Statutory Requirements**

Council must process and determine the application in accordance with the Land Use Planning Approval Act 1993 (LUPAA) and its Planning Scheme. The application is made in accordance with Section 57 of LUPAA.

### **6) Risk Management**

Risk is managed by the inclusion of appropriate conditions on the planning permit.

### **7) Consultation with State Government and other Authorities**

Not Applicable

### **8) Community Consultation**

The application was advertised for the 14-day period required under legislation. Five representations were received (attached). These five representations include 2 each from both John Harvey and Sean Manners. The representations are discussed in the assessment below.

## 9) Financial Impact

Not Applicable

## 10) Alternative Options

Council can either approve the development, with or without conditions, or refuse the application with defensible reasons for refusal.

## 11) Officers Comments

### Zone

The subject property is zoned Recreation (see Figure 2 below). The land surrounding the site is located in the General Residential and Urban Mixed Use Zones. Meander Valley Road to the north is zoned Utilities.

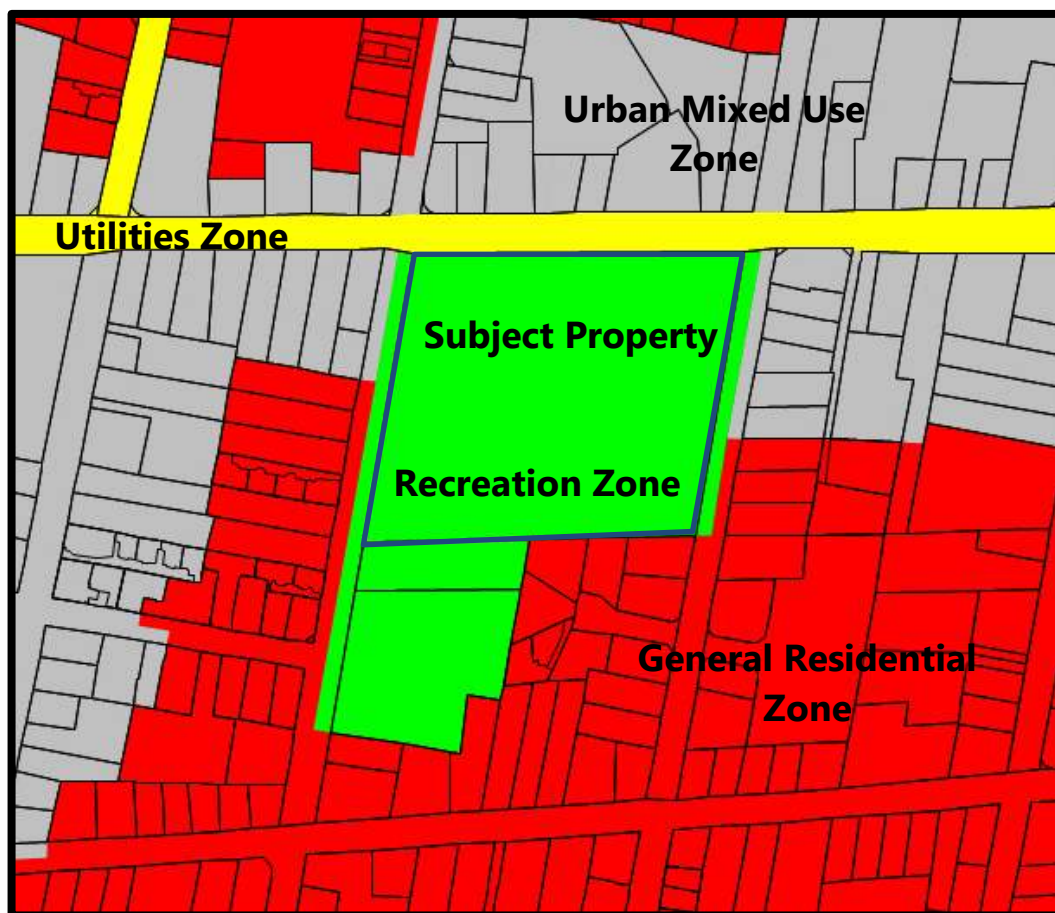


Figure 2: Zoning of subject titles and surrounding land

- Overlays

The title is not subject to any Overlay.

## **Use Class**

In accordance with Table 18.2 the proposed Use Class is:

- Sports and recreation.

In the Recreation Zone, Sports and recreation use (demolition of storage building, construction of new pavilion and a storage building and relocation of existing light pole) is specified in Section 18.2 Zone Use Table as being *Permitted*. The Permitted status is dependent on the use and development meeting all the applicable Acceptable Solutions in the Scheme. In this instance:

- The proposed pavilion and storage building rely on Performance Criteria and as such, are subject to a Discretionary permit process due to the setbacks being less than 10m from the boundary.
- The relocated light pole relies on Performance Criteria and as such, is subject to a Discretionary permit process due to the pole exceeding the 7m height limit.

## **Applicable Standards**

This assessment considers all applicable planning scheme standards.

In accordance with the statutory function of the State Template for Planning Schemes (Planning Directive 1), where use or development meets the Acceptable Solutions it complies with the planning scheme, however it may be conditioned if considered necessary to better meet the objective of the applicable standard.

Where use and development relies on performance criteria, discretion is used for that particular standard. To determine whether discretion should be exercised to grant approval, the proposal must be considered against the objectives of the applicable standard and the requirements of Section 8.10.

A brief assessment against all applicable Acceptable Solutions of the Recreation Zone and applicable Code is provided below. This is followed by a more detailed discussion of any applicable Performance Criteria and the objectives relevant to the particular discretion.

## **Compliance Assessment**

The following table is an assessment against the applicable standards of the Meander Valley Interim Planning Scheme 2013.

<b>18 Recreation Zone</b>			
Scheme standard		Comment	Assessment
<b>18.3.1 Amenity</b>			
A1	Operating hours must be between: a) 8.00 am and 10.00 pm where adjoining residential use; and b) 6.00 am and 12.00 am midnight where not adjoining residential use.	No change to current operating hours has been requested.	Complies
A2.1	The proposal must not include flood lighting where it adjoins the General Residential, Low Density Residential, Urban Mixed Use zones; and	The proposal includes the relocation of an existing flood light. Neither the light fixture nor the direction of lighting will be altered. The light pole is merely been shifted 10m to the east and still facing the oval – away from adjoining residential properties.	Complies
A2.2	External security lighting must be contained within the boundaries of the site.	No external security lighting forms part of the proposal.	Complies
A3	If for permitted or no permit required uses.	The proposed use is Permitted.	Complies.
<b>18.3.2 Recreation Zone Character</b>			
A1	Commercial vehicles for discretionary uses must be parked within the boundary of the property in locations that are not visible from the road or public land.	Not applicable – proposed use is Permitted.	Complies
A2	Goods or materials storage for discretionary uses must not be	Not applicable – proposed use is Permitted.	Complies.

	outside in locations visible from adjacent properties, the road or public land.		
<b>18.4.1 Building Design and Siting</b>			
A1	Building height must not exceed 7m.	The proposed pavilion (6.931m) and storage building (3.427m) does not exceed 7m. The <u>existing</u> light pole to be relocated 10m to the east exceeds 7m in height.	Relies on Performance Criteria.
A2	Buildings must be set back 10m from all boundaries.	The proposed pavilion is proposed 3.087m from the southern boundary and the proposed storage building is located on the southern boundary.	Relies on Performance Criteria.
<b>18.4.2 Landscaping</b>			
A1	If for permitted or no permit required uses.	Proposed is for a Permitted Use.	Complies.

### **E6 Car Park and Sustainable Transport Code**

Scheme standard	Comment	Assessment
<b>E6.6.1 Car Parking Numbers</b>		
A1	The number of car parking spaces must not be less than the requirements of:  a) Table E6.1; or  b) A parking precinct plan contained in Table E6.6...	Table E6.1 requires 1 parking space per 5 spectator places and a drop-off and pick up area. The subject site, the existing and proposed use do not contain any dedicated spectator places. The above standard does not require any additional parking for the proposal. Since the proposal does not increase the use of the site, and no additional parking is required by the planning scheme standard, it is not considered to require additional car parking.

## **Performance Criteria**

### **18 Recreation Zone**

#### **18.4.1 Building Design and Siting**

**Objective:**

*To ensure that the design and siting of buildings:*

- a) conserves the recreation character of the area: and*
- b) minimise disturbance to adjoining uses.*

**Performance Criteria: P1**

*Building height must:*

- a) not be a dominant feature in the streetscape or landscape when viewed from a road; and*
- b) protect the amenity of adjoining dwellings from unreasonable impacts of overshadowing and overlooking.*

**COMMENT:**

The existing light pole proposed to be relocated 10m to the east exceeds 7m in height. Neither the light fixture nor the direction of lighting will be altered. The light pole has merely been shifted 10m to the east and still facing the oval – away from adjoining residential properties. This is an existing structure and as such creates no additional disturbance to adjoining uses. It is considered to comply with the Performance Criteria.

**Performance Criteria: P2**

*Building setbacks must:*

- a) protect the amenity of adjoining dwellings from unreasonable impacts of overshadowing and overlooking; and*
- b) conserve the recreation values of the area, having regard to existing uses and developments on the site and in the area.*

**COMMENT:**

- a) The proposed pavilion is located 3.087m from the boundary it shares with the adjacent sport centre. It is 12.754m from the boundary with 4 Carol Court. The applicant's shadow diagrams show that there will be no overshadowing on the winter solstice (shortest day) onto 4 Carol Court. Due to the angle towards 4 Carol Court and the separating distance there will be no overlooking. This is in compliance with the Performance Criteria.  
The proposed storage building is proposed on the boundary it shares with 4 Carol Court. This property contains a single dwelling and separate garage with the private open space being in the northern part



of the land. The applicant's shadow diagrams show that during the winter solstice most of this private open space will be in shadow between 9am and 3pm. This is considered to be an unreasonable overshadowing impact on a residential property. There will be no overlooking as there are no windows proposed. If this proposed building can be moved 2.0m away from the boundary, the overshadowing will be negligible and in compliance with the Performance Criteria. Diagrams showing the shadows on the winter solstice with the proposed building moved 2.0m from the rear boundary are attached.

- b) The proposal is an extension/addition to the existing recreational facilities on the site and in the area and is considered to be in compliance with the Performance Criteria.

### **Representation**

Five representations were received during the advertising period (see attached documents). These five representations include 2 each from both John Harvey and Sean Manners. A representation was also received from Mr and Mrs Richard Westwood, owners of 4 Carol Court, Westbury.

The representation from Mr and Mrs Westwood pertains to the storage building proposed on their rear boundary. They state that it will impede the outlook across the recreation ground and suggest that it be moved approx 8m to the east. This will lessen the impact on their outlook and the winter overshadowing of the private open space.

### **COMMENT:**

The 4 representations from John Harvey and Sean Manners raised no planning issues; they pertain to design and operational matters. While the concerns of the representors are noted, they did not raise any matters that alter assessment of the application against the Scheme.

The issue raised in the representation from Mr and Mrs Westwood has been discussed previously in this report when Clause 18.4.1 Performance Criteria P2 was assessed. This is addressed in condition 2.

### **Conclusion**

In conclusion, it is considered that the application for demolition of storage building, construction of new pavilion and a storage building and relocation

of an existing light pole at 21 Franklin Street, Westbury can be effectively managed by conditions and should be approved.

**AUTHOR:** Karin van Straten  
CONSULTANT TOWN PLANNER

## **12) Recommendation**

***That the application for use and development for demolition of storage building, construction of new pavilion and a storage building and relocation of an existing light pole for land located at 21 Franklin Street, Westbury (PID: 7013189) by Philp Lighton Architects on behalf of Meander Valley Council, requiring the following discretions:***

***18.4.1 : Building height***

***18.4.1: Building setbacks***

***be APPROVED, generally in accordance with the endorsed plans and subject to the following conditions:***

**1. The use and/or development must be carried out as shown and described in the endorsed Plans:**

**a) Philp Lighton Architects – Drawing No: DA01 to DA07 dated 07/12/15**

**to the satisfaction of the Council. Any other proposed development and/or use will require a separate application and assessment by Council.**

**2. Prior to the commencement of any work, amended plans must be submitted to the satisfaction of Council's Town Planner. Once approved, the plans will be endorsed and will then form part of the permit. Drawings DA01 and DA07 are to be amended to show the storage building located 2.0m from the southern boundary.**

**3. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA 2015/01956-MVC attached).**

**Note:**

**1. This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:**

- a) Building permit**
- b) Plumbing permit**

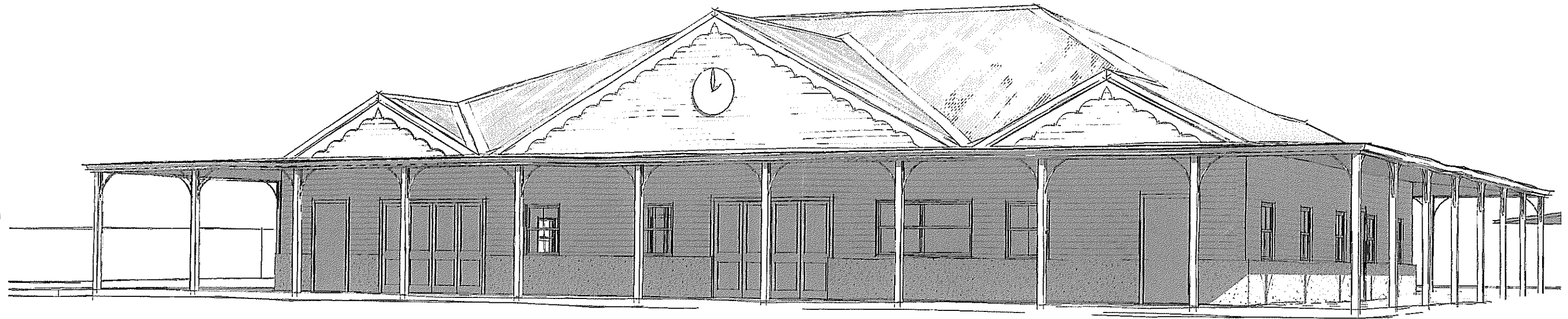
**All enquiries should be directed to Council's Permit Authority on 6393 5322.**

2. This permit takes effect after:
- a) The 14 day appeal period expires; or
  - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
  - c) Any other required approvals under this or any other Act are granted.
3. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received at least 6 weeks prior to the expiration date.
4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au).
5. If any Aboriginal relics are uncovered during works;
- a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
  - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 Email: [aboriginal@heritage.tas.gov.au](mailto:aboriginal@heritage.tas.gov.au)); and
  - c) The relevant approval processes will apply with State and Federal government agencies.

## **DECISION:**

Drawing Schedule			
Sheet Name	Sheet Number	Current Revision	Current Revision Date

Cover Sheet	DA00		
Site Plan	DA01		
Floor Plan	DA02		
Elevations 1	DA03		
Elevations 2	DA04		
Section	DA05		
Shed Plans	DA06		
Shadow Diagrams	DA07		



**PhilpLighton Architects**

65 Tamar Street, Launceston. Tasmania 7250  
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 launceston@philplighton.com.au  
 Hobart / Launceston

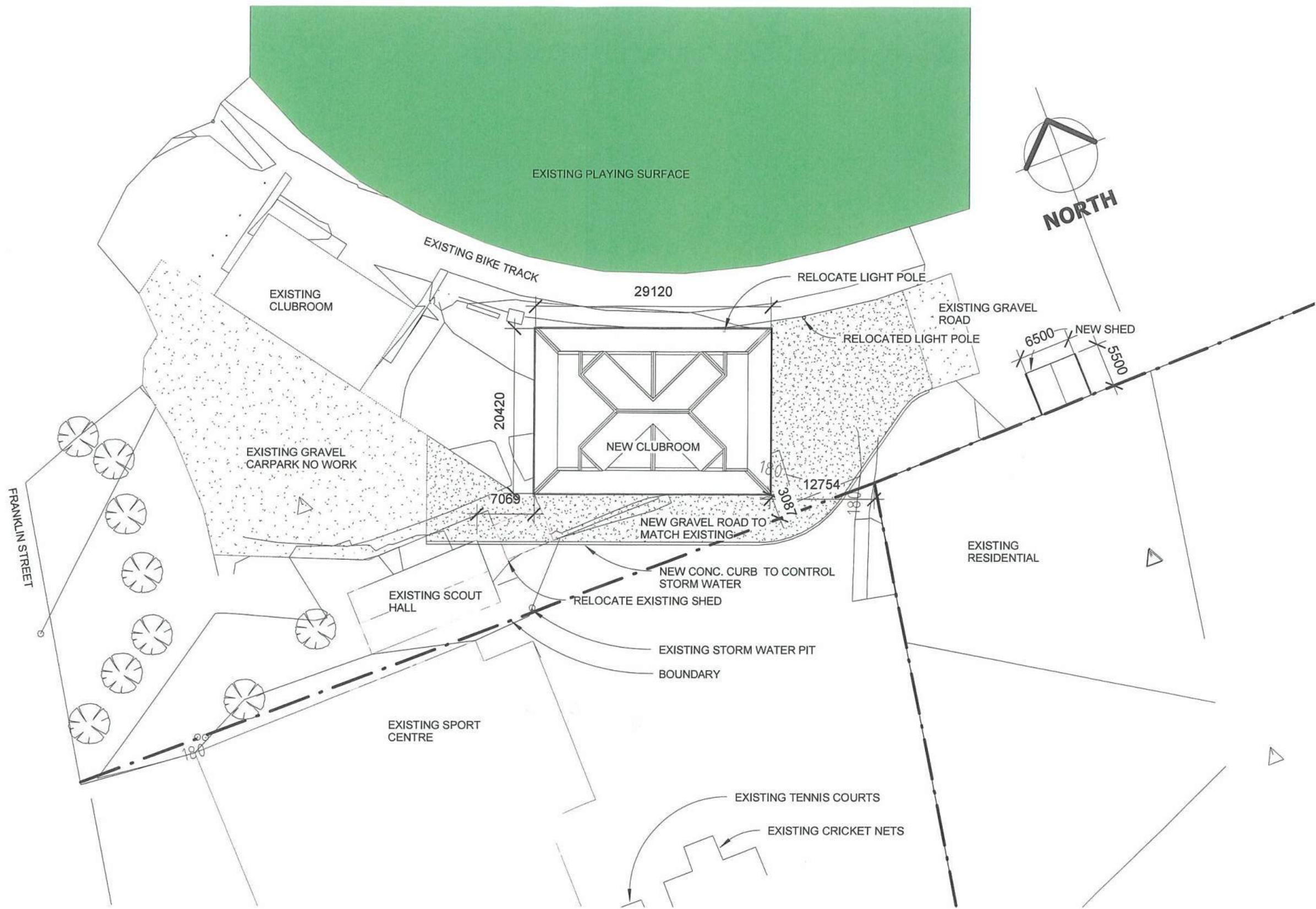
**Development Application - 14.346 New Westbury Clubrooms**  
 Client: Meander Valley Council

**Cover Sheet**

Date: 07/12/15

Scale:

Drawing No: **DA00**  
**DEV 1**



1 Site  
1 : 500

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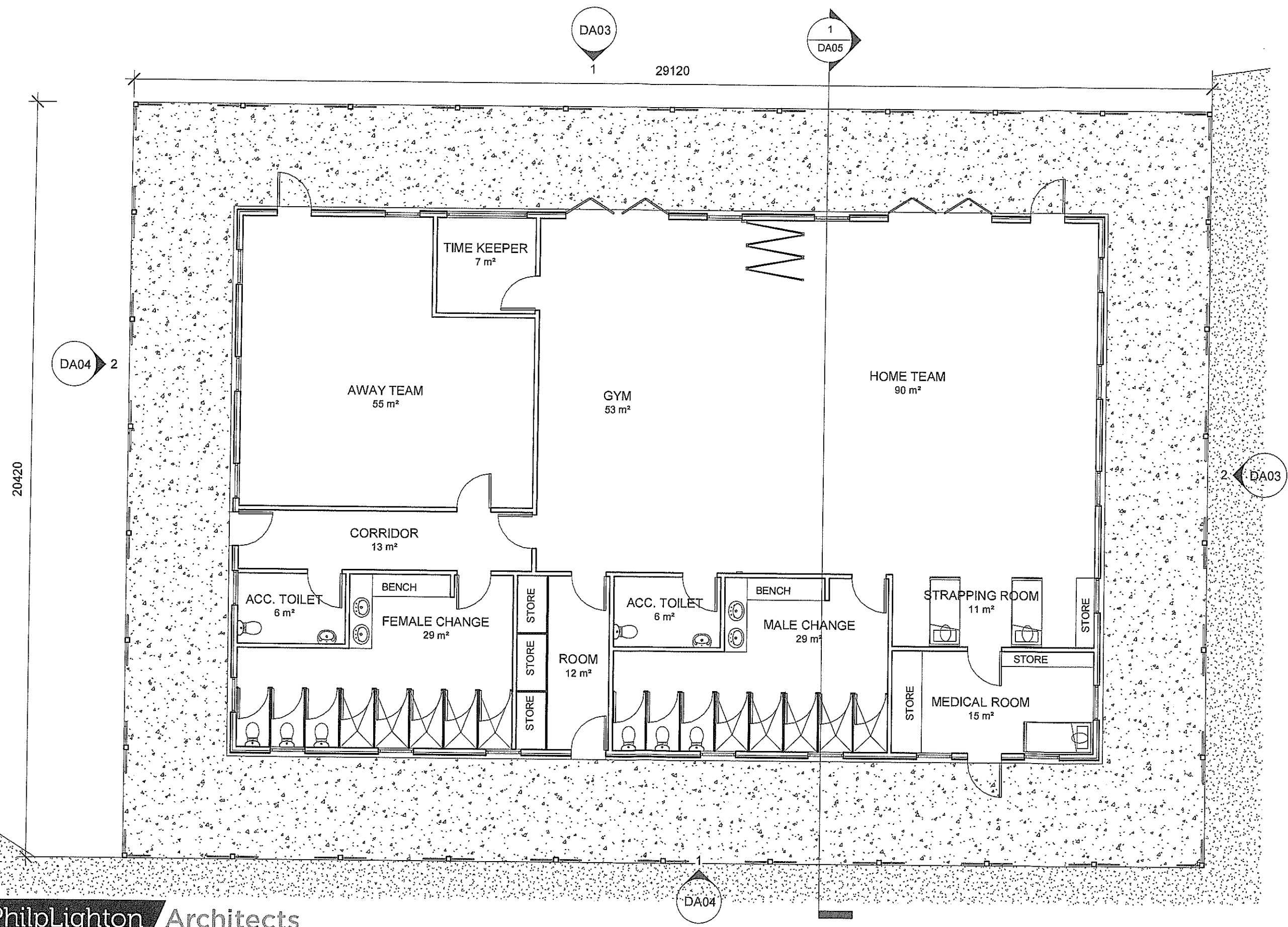
**Site Plan**

Date: 07/12/15

Scale: 1 : 500

Drawing No: **DA01**

**DEV 1**



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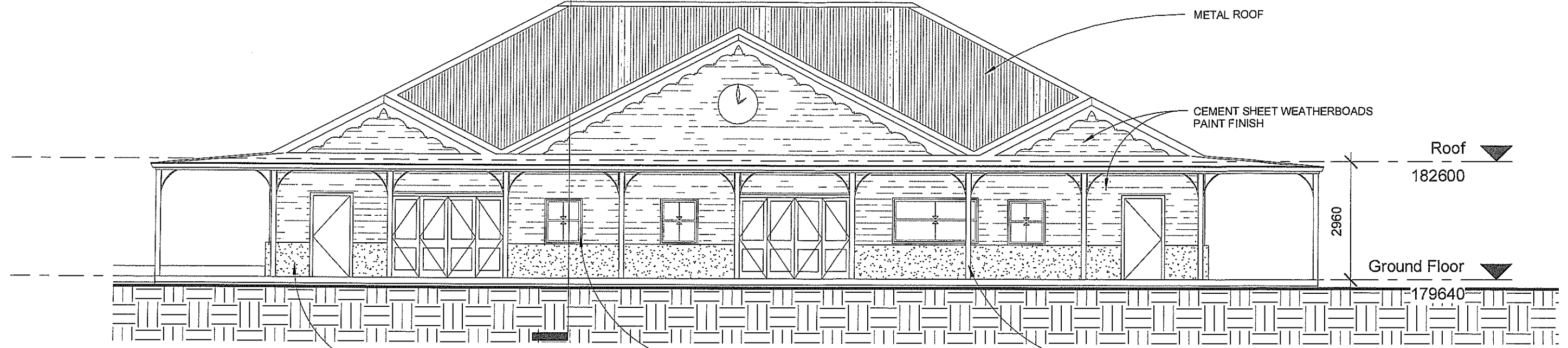
**Development Application - 14.346 New Westbury Clubrooms**  
 Client: Meander Valley Council

**Floor Plan**

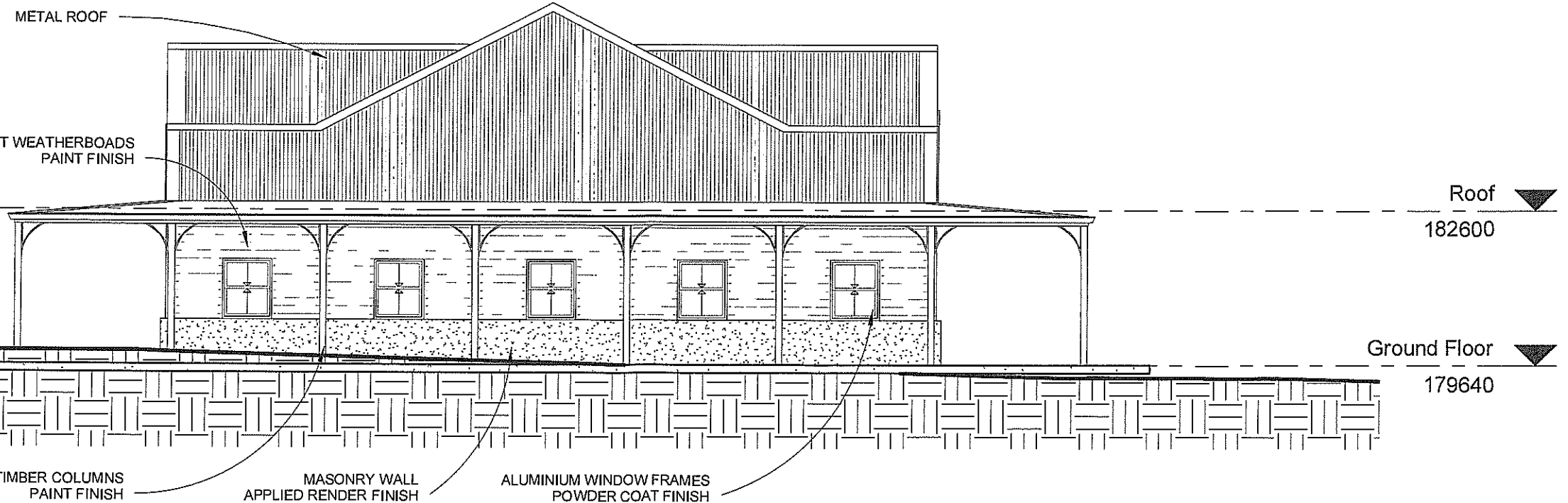
Date: 07/12/15  
 Scale: 1:100

Drawing No: **DA02**  
**DEV 1**

1  
DA05



1 North Elevation  
1 : 100



2 East Elevation  
1 : 100

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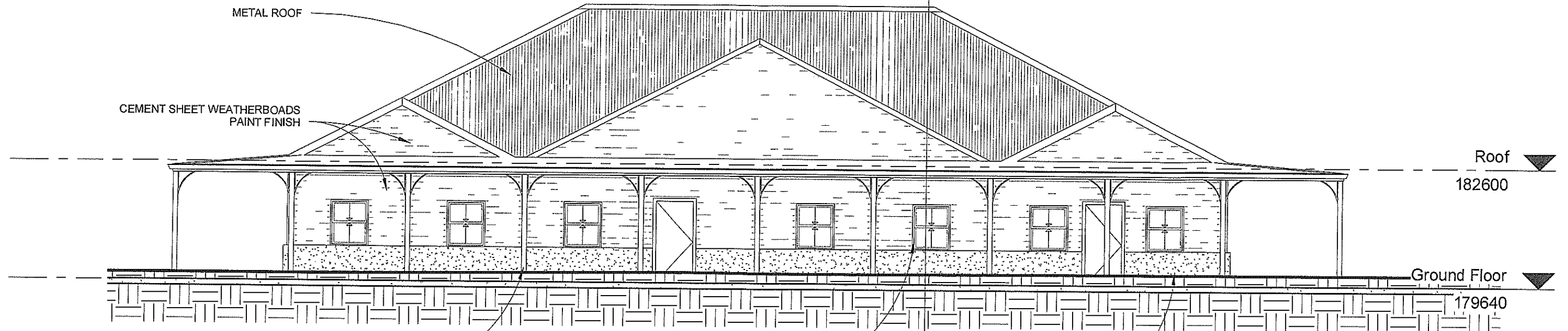
**Development Application - 14.346 New Westbury Clubrooms**  
Client: Meander Valley Council

**Elevations 1**

Date: 07/12/15  
Scale: 1 : 100

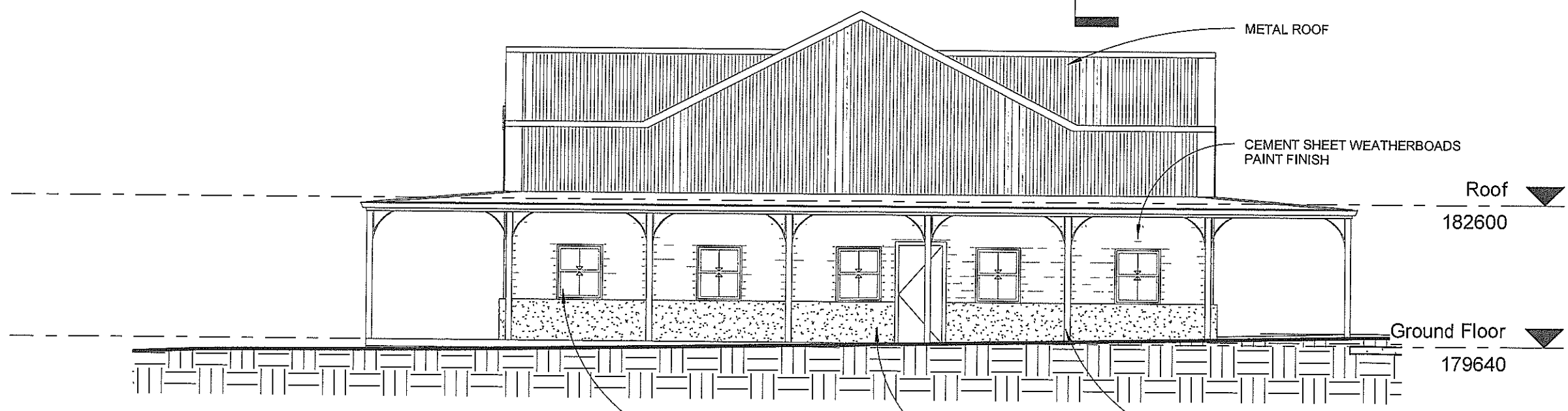
Drawing No: **DA03**  
**DEV 1**

1  
DA05



1 South Elevation  
1: 100

METAL ROOF  
CEMENT SHEET WEATHERBOARDS PAINT FINISH  
TIMBER COLUMNS PAINT FINISH  
ALUMINIUM WINDOW FRAMES POWDER COAT FINISH  
MASONRY WALL APPLIED RENDER FINISH



2 West Elevation  
1: 100

METAL ROOF  
CEMENT SHEET WEATHERBOARDS PAINT FINISH  
ALUMINIUM WINDOW FRAMES POWDER COAT FINISH  
MASONRY WALL APPLIED RENDER FINISH  
TIMBER COLUMNS PAINT FINISH

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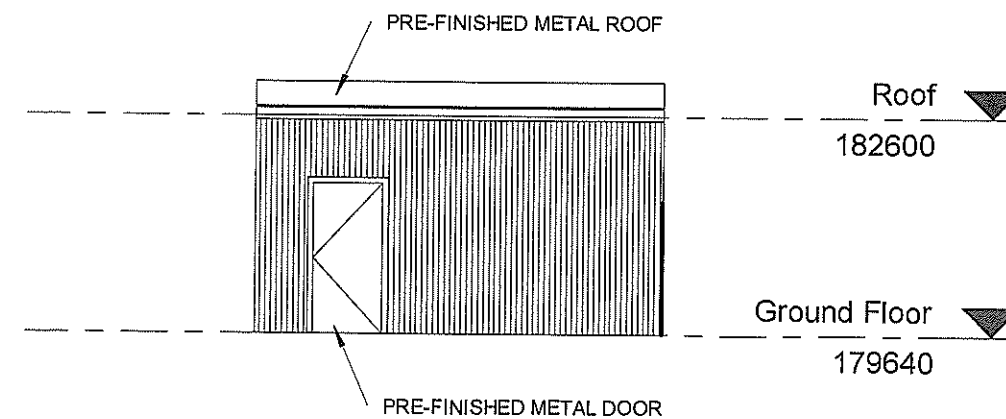
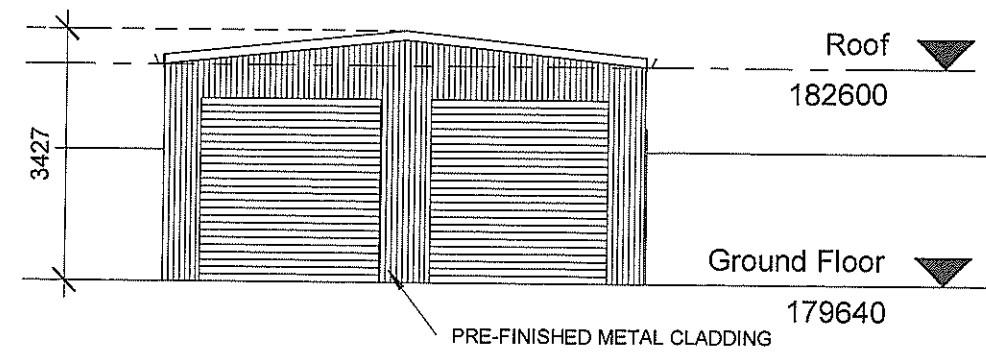
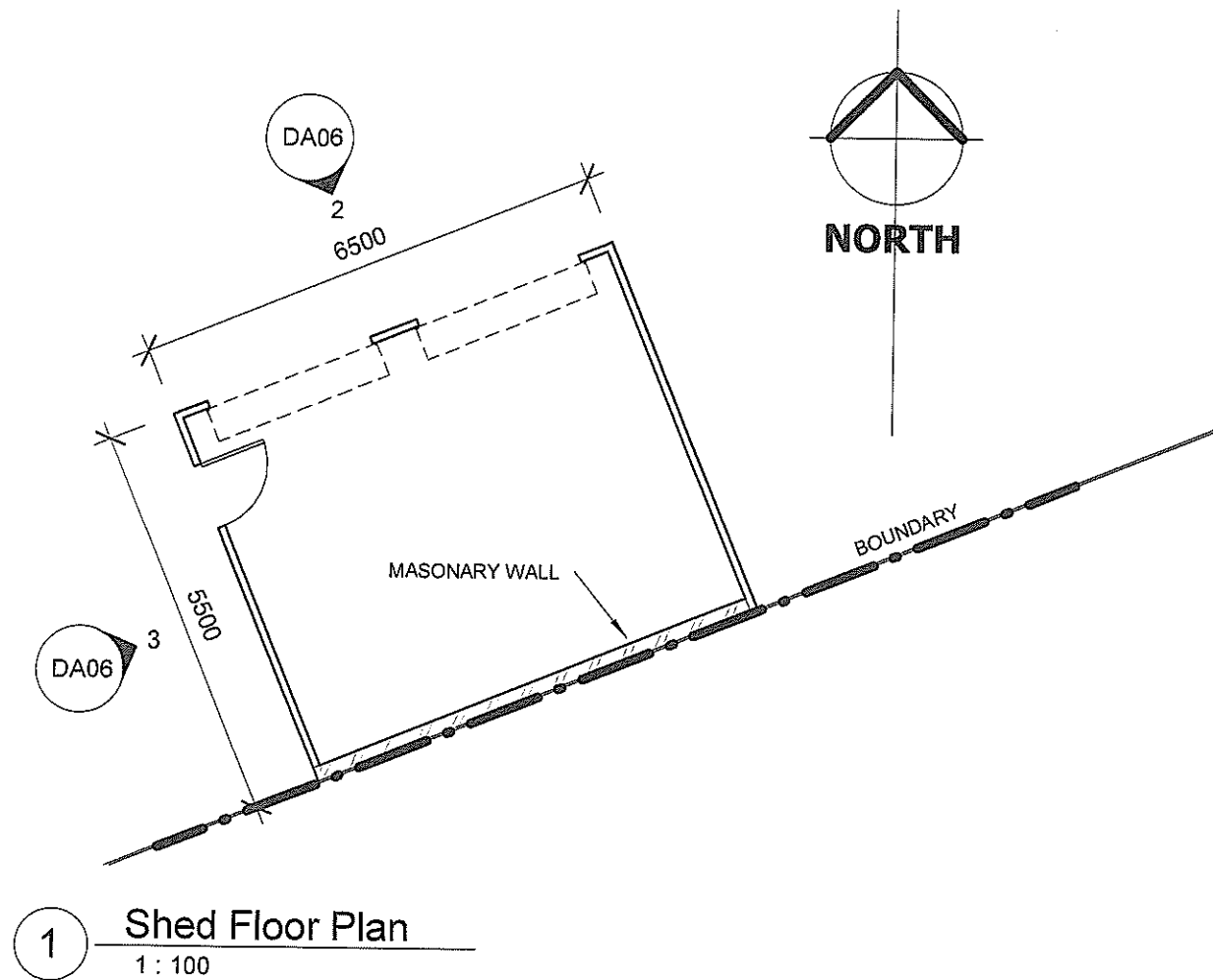
**Development Application - 14.346 New Westbury Clubrooms**  
 Client: Meander Valley Council

**Elevations 2**

Date: 07/12/15  
 Scale: 1: 100

Drawing No: **DA04**  
**DEV 1**



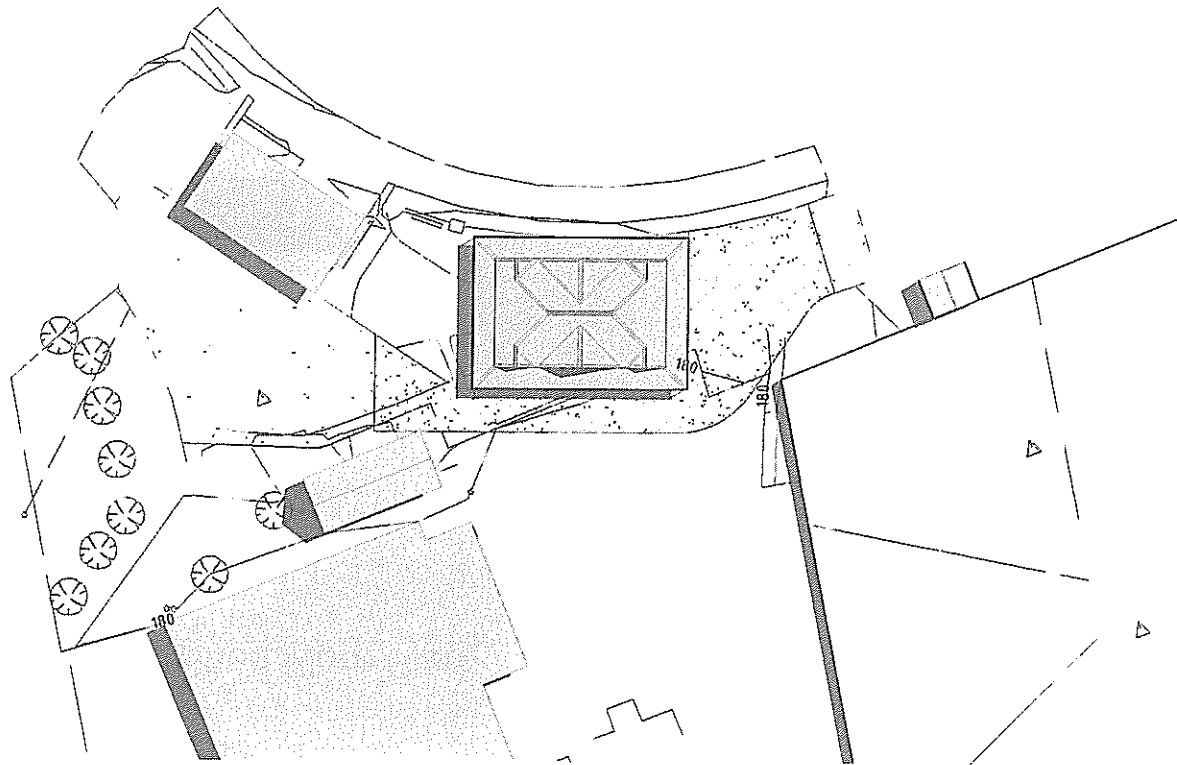


**PhilLighton Architects**

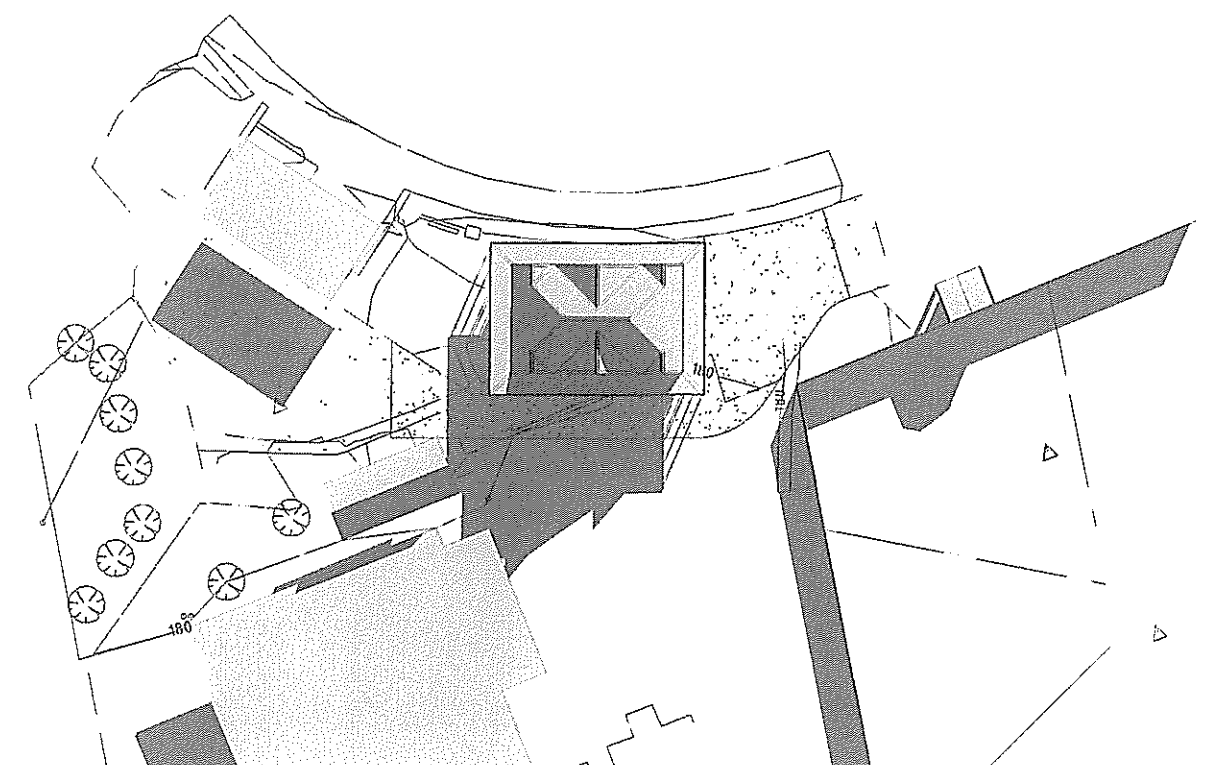
65 Tamar Street, Launceston. Tasmania 7250  
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 launceston@philplighton.com.au  
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**Development Application - 14.346 New Westbury Clubrooms**  
 Client: Meander Valley Council

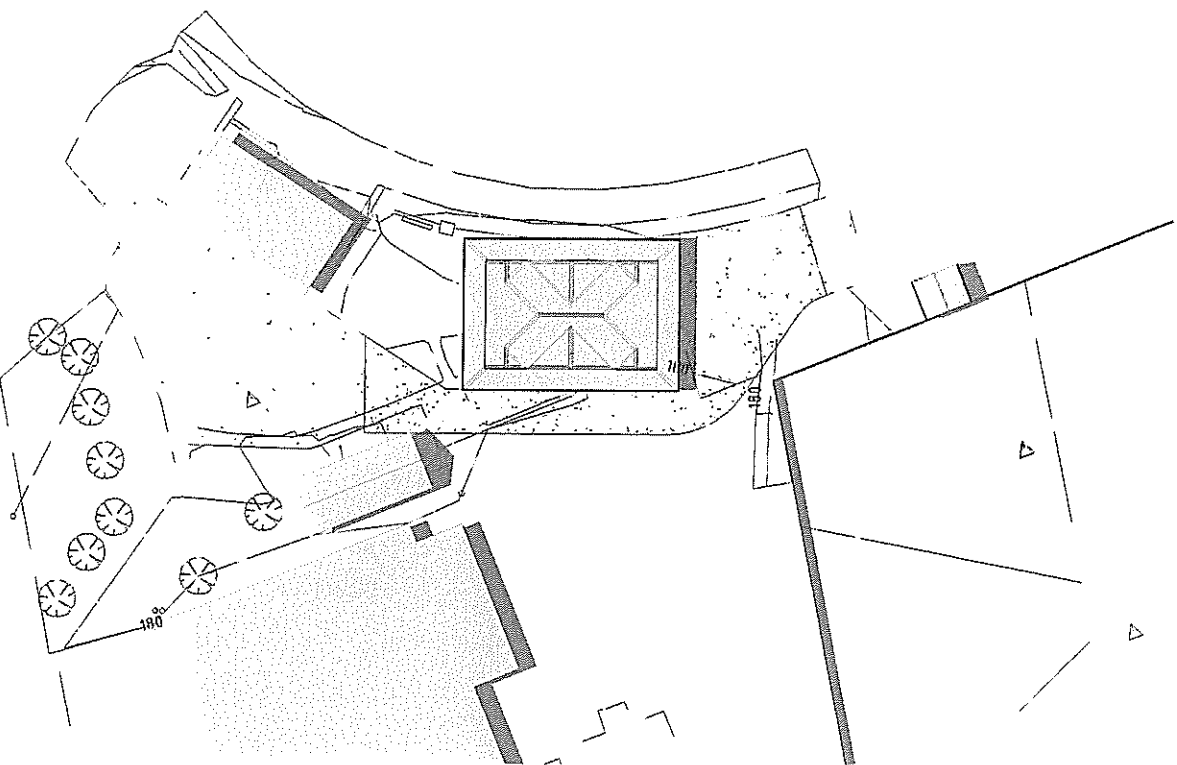
**Shed Plans**  
 Date: 07/12/15  
 Scale: 1 : 100  
 Drawing No: **DA06**  
**DEV 1**



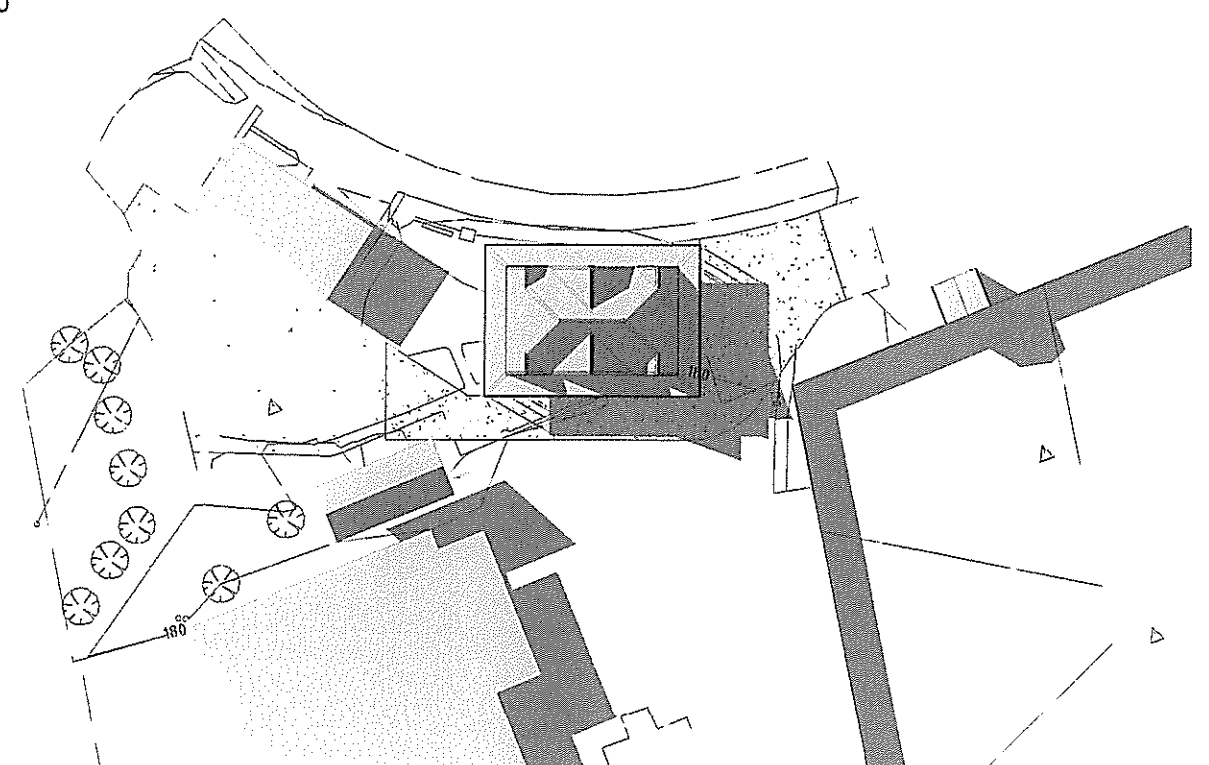
1 Summer Solstice 9am  
1 : 1000



3 Winter Solstice 9am  
1 : 1000



2 Summer Solstice 3pm  
1 : 1000



4 Winter Solstice 3pm  
1 : 1000

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 launceston@philplighton.com.au  
 Hobart / Launceston

**Development Application - 14.346 New Westbury Clubrooms**  
 Client: Meander Valley Council

**Shadow Diagrams**

Date: 07/12/15  
 Scale: 1 : 1000  
 Drawing No: **DA07**  
**DEV 1**



**Outbuilding to be demolished.**



**Light pole to be relocated.**

## Submission to Planning Authority Notice

Council Planning Permit No.	PA\16\0097	Council notice date	9/12/2015
<b>TasWater details</b>			
TasWater Reference No.	TWDA 2015/01956-MVC	Date of response	15/12/2015
TasWater Contact	Anthony Cengia	Phone No.	(03) 6237 8243
<b>Response issued to</b>			
Council name	MEANDER VALLEY COUNCIL		
Contact details	planning@mvc.tas.gov.au		
<b>Development details</b>			
Address	21 FRANKLIN ST, WESTBURY	Property ID (PID)	7013189
Description of development	Sports Pavilion and Storage Building		
<b>Schedule of drawings/documents</b>			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
PhilpLighton Architects	14.346 Sheet DA01		7/12/15
<b>Conditions</b>			
<p><b>SUBMISSION TO PLANNING AUTHORITY NOTICE OF PLANNING APPLICATION REFERRAL</b></p> <p>Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(2)(a) TasWater does not object to the proposed development and no conditions are imposed.</p>			
<b>Advice</b>			
<p><b>CONNECTIONS, METERING &amp; BACKFLOW</b></p> <p>The property owner should engage an appropriately qualified professional to determine the suitability of the existing property water &amp; sewer connections in order to service the proposal.</p> <p>A suitably sized water supply with metered connections / sewerage system and connections to the Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost.</p> <p><b>GENERAL INFORMATION</b></p> <p>For information on TasWater development standards, please visit <a href="http://www.taswater.com.au/Development/Development-Standards">http://www.taswater.com.au/Development/Development-Standards</a></p> <p>For application forms please visit <a href="http://www.taswater.com.au/Development/Forms">http://www.taswater.com.au/Development/Forms</a></p> <p>The developer is responsible for arranging to locate existing TasWater infrastructure and clearly showing it on any drawings. Existing TasWater infrastructure may be located by TasWater (call 136 992) on site at the developer's cost, alternatively a surveyor and/or a private contractor may be engaged at the developers cost to locate the infrastructure.</p>			
<b>Declaration</b>			
The drawings/documents and conditions stated above constitute TasWater's Submission to Planning Authority Notice.			

**Authorised by**



**Jason Taylor**

Development Assessment Manager

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

5 January 2016

General Manager  
PO Box 102  
Westbury

14046

Index No.		Doc No. <b>097719</b>	
Batch No.			
RCVD	- 6 JAN 2016	MVC	
Action Officer	<b>JS</b>	Dept.	<b>DS</b>
EO	OD	<input checked="" type="checkbox"/>	BOX

Dear Sir/Madam

**Objection to 'Application for Planning Approval – PA\16\0097'**

We, Mr and Mrs Richard Westwood, are writing to lodge a formal objection to the Meander Valley Council's development application PA\16\0097.

Our objection relates specifically to the proposed location of the "Storage Building".

We feel if the "Storage Building" was to be erected at this site that as a directly neighbouring property it will impede on our current outlook across the recreation ground – one which we quite enjoy!

We would like to propose to Council that the "Storage Building" site be relocated approximately 8 metres East towards Jones Street (to be in-line with our property's side boundary).

We feel at this location the obstruction caused by the new building will be lesser and winter shade coverage of our property will also be reduced.

We thank you for your consideration of our concerns and look forward to working with Meander Valley Council to achieve an outcome agreeable to all parties.

Regards,



Richard and Kalli Westwood  
4 Carol Court, Westbury  
Ph: 0488 303 650

Sean and Amanda Manners  
PO Box 148, Westbury, Tas 7303

M: 0412 294 779; M: 0422 263 716

Index No.	14046		
Doc No.	997035		
Batch No.			
RCVD	- 4 JAN 2016	MVC	
Action Officer	JS	Dept.	DS
EO	OD	✓	BOX

Monday, 4 January 2016

The General Manager  
Meander Valley Council  
Lyall Street  
Westbury  
Tas 7303

To whom it may concern

Regarding Planning APPLICATION NO: PA\16\0097 Change room at Westbury Oval.

I have looked at the plans submitted to Council and submitted an objection via email. I would like to add to those objections and ask some questions.

- Does Meander Valley Council have any policies in place about building their own infrastructure in a sustainable energy efficient way beyond any present set guidelines? If not why not?
- Being a non residential building will it be measured against any existing energy ratings such as NABERS and will any effort be made to make it better than existing standards?
- What Environmental Sustainable Design (ESD) elements are being incorporated such as the following?
  - Good solar passive design. The building faces north so that should be easy.
  - Solar panels for electricity production
  - Efficient heat pump hot water or solar hot water. Gas prices especially for LPG are set to rise and rise
  - Careful design of spaces for multi use into the future
  - Water tanks for rainwater runoff to use on grounds
- A Westbury Councillor told me directly that this change room was going to cost more than \$1million and was to be part of a multi stage, multi million dollar redevelopment of the Westbury Oval.

- If this is true then why has the miniscule amount of community consultation been around only a “redevelopment” of the present club rooms and not about the whole redevelopment?
  - If this is true is there going to be further community consultation?
  - How can a building shown on the plans presented to Council, built from very cheap materials cost over a \$1million dollars?
  - If this is not true then why is a Councillor (an elected representative of Meander Valley Council) telling people otherwise
- The community consultation til now consisted in the public domain of 2 meetings. One of which I was able to attend and one that I could not. At the first those present were shown artistic impressions of two styles of building; one modern and one heritage. Neither looked anything like what has been offered on the plans.
    - From memory the public meeting was about making the space multi use for the future not about building a new space that is only a place for teams to change in.

I do believe that the facilities on the Oval need updating and improving. The amount of sports use in that area is increasing which is great to see. However in a world that is ever more aware of its obligations to the environment it would be nice to see Meander Valley Council being a leader in all of its infrastructure building and upgrades and not just do the minimum necessary to meet requirements.

Yours Sincerely  
Sean Manners  
85 Meander Valley Rd  
Westbury  
Tas 7303



## Justin Simons

---

**From:** sean <scmanners@gmail.com>  
**Sent:** Tuesday, 15 December 2015 8:35 AM  
**To:** Planning @ Meander Valley Council  
**Subject:** Planning notice re Westbury Recreation Ground Clubrooms

To whom it may concern

As a neighbour of the Westbury Recreation Ground I have looked at the plans for the new club rooms and have the following points to make.

- No public toilet access
- The verandahs right around the building are going to be very attractive to the young people that already climb all over the Sports centre roof, Scout hall roof, cricket nets, tennis shed roof etc. The verandahs will be very accessible and people will be able to free run right around and gain access to the roof of the building. A perfect place for an accident.
- Plans make the whole thing look like a Victorian railway station
- Has there been any thought of the sustainability of the building?
- Why is there a verandah on the south side where it will just create a cold damp space?
- What is happening to the present clubrooms?
- At early meetings re the building it was brought up that a multi functional space was required that could seat a large number of people in Westbury. This building does not address that at all.
- Looks cheap and shoddy

Regards  
Sean Manners  
85 Meander Valley Road

MEANDER VALLEY COUNCIL – PA\16\0097

1. There are 2 (public?) toilets shown on the drawings (*see 18 below*)
2. Are the 2 public toilets sufficient to cater to public use for large events such as Grand Finals and the like where several hundred people usually attend. (*see 18 below*)
3. No provision has been made for the preparation of cooking or other areas where food & beverage may be prepared or stored – e.g. no provision has been made for a “kitchen” area.
4. No provision has been made for areas where food or beverage may be consumed
5. It is worthwhile noting that the matters referred to in 3. above are proscribed areas as far as the ablution facilities are concerned
6. No provision has been made for the refrigeration of food or beverage or its storage.
7. In lieu of the matters referred to in 3;4;5 & 6, ought consideration be given to the provision of a “kiosk” area accessible from outside the building with a view to an authorised user providing food & beverage to the public. (*see 19 below*)
7. No provision has been made so as to enable the premises to comply with the provisions of the Liquor Licensing Act 1990 should such an application be contemplated. (it is believed that there is an existing liquor permit that benefits the Westbury Cricket Club and the Westbury Football Club)
8. If a Liquor Permit was obtained, then that Permit would prevent use of the public toilets by minors as the plan is now drawn. (*see 18 below*)
9. No provision has been made for the accessibility or storage of fire fighting equipment, such as fire hoses & fire extinguishers.
10. Has provision been made for the future use of computers & allied services so as to enable ethernet connections & allied equipment and services to access WiFi capability at the building stage.
11. No emergency or other telephone services are shown on the drawings such as to serve the medical room for example.
12. No provision has been made for heating or cooling the building (see 13 below)
13. No provision has been made for the installation of solar panels to service 12 above & other power requirements.
14. No provision has been made for public seating/viewing areas.
15. Has consideration been given to the use of solar hot water to service the 10 shower units.
16. It is noted that the floor area of the proposed building is virtually the same floor area as the old building.
17. Apart from a cosmetic alteration to the Westbury townscape, what does the new building achieve as opposed to the function of the old building?
18. Consideration ought be given to the deletion of the 2 public toilets from the drawing and substituting these by the installation of two (2) self-cleaning unisex toilets attached to , but outside the building. (e.g. same as those installed in the Launceston City Council car parks)
19. In lieu of the subject of clauses 3 – 7 inclusive above could consideration be given to the provision of say, 6 coin operated vandal-

proof electric barbecues such as those operated by the Launceston City Council at the Heritage Forest in Launceston

JOHN HARVEY  
2/32A Franklin Street  
WESTBURY.7303  
03/63932496  
0439 135 112  
john\_harvey@exemail.com.au

20/12/2015

**From:** John Harvey  
**Sent:** 6 Jan 2016 20:45:47 +1100  
**To:** Planning @ Meander Valley Council  
**Subject:** PA\16\0097 - Westbury Cricket Club/Westbury Football Club - replacement rooms

Good evening,

I was advised this morning by one of your councillors that the estimated cost of this development was costed at 1.2 million dollars.

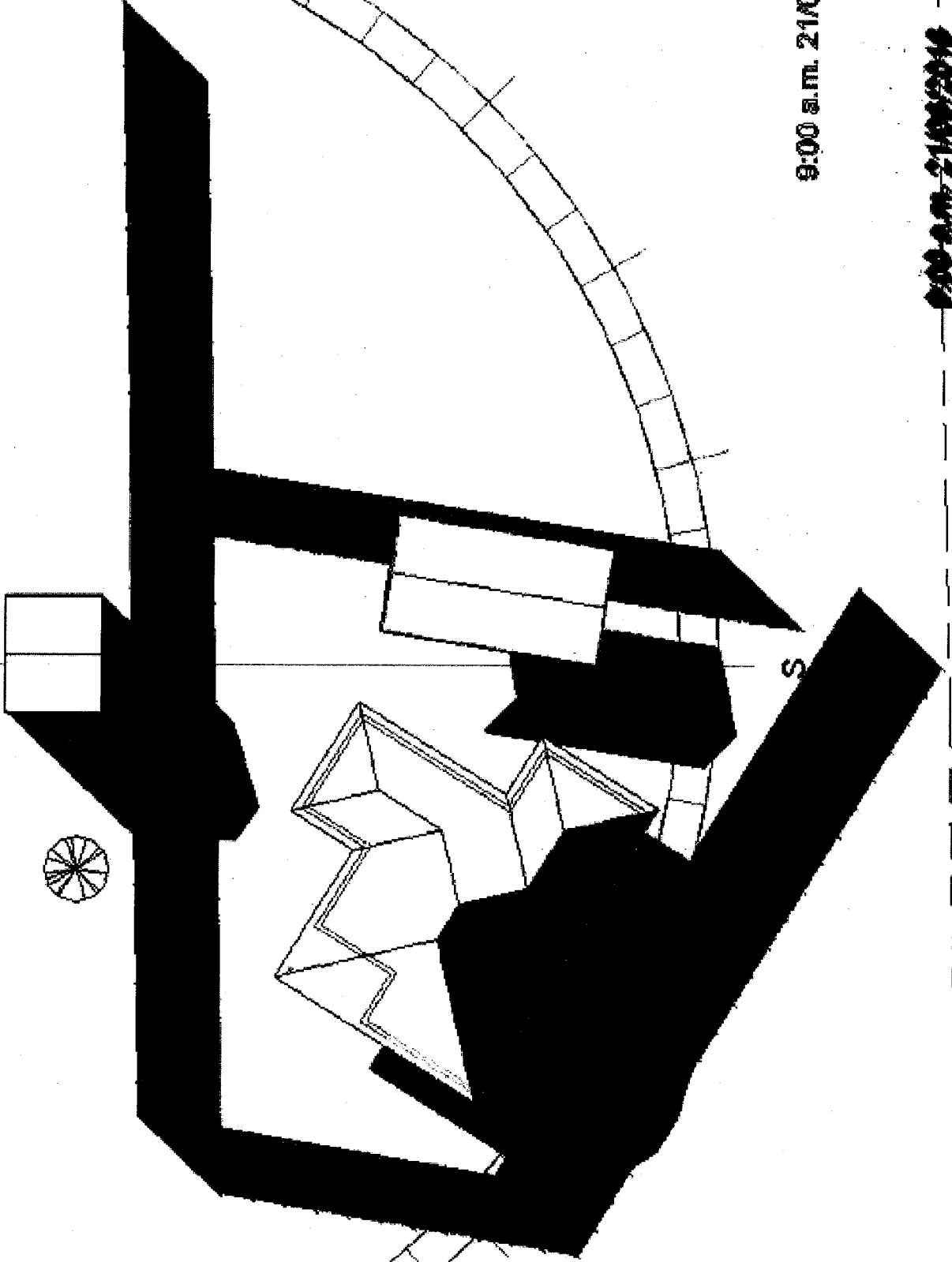
I don't believe this figure, but I considered it sensible to pass it on to you as the sort of ridiculous rubbish that projects of this type do not need.

regards,

John Harvey  
03/63932496  
0439 135 112

2/32A Franklin Street

Shadow Diagrams cast with the proposed  
outbuilding located 2m from the shared boundary  
with 4 Carol Court, in accordance with Planners  
recommendation.



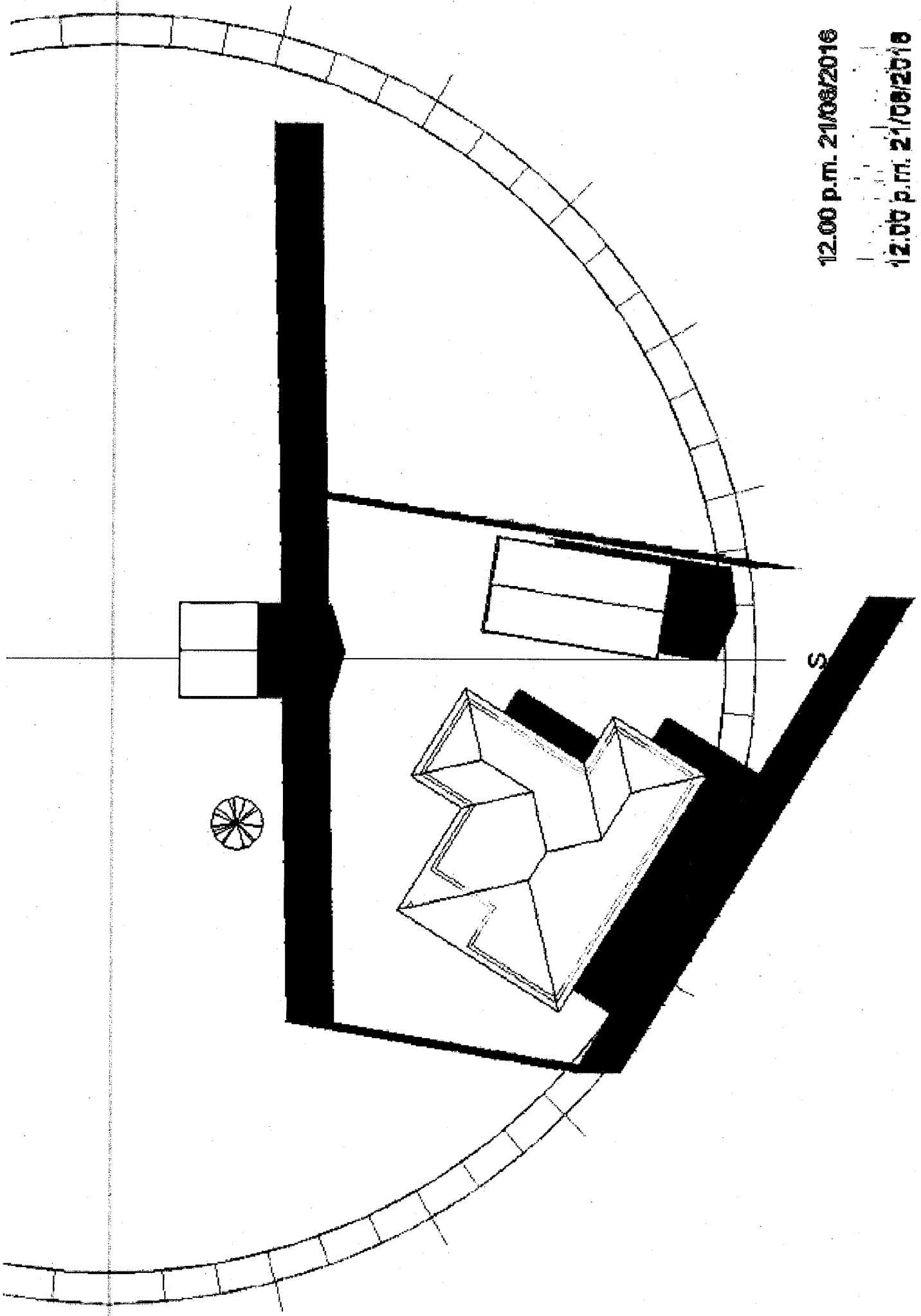
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DEV 1

9:00 a.m. 21/08/2016

~~9:00 a.m. 21/08/2016~~

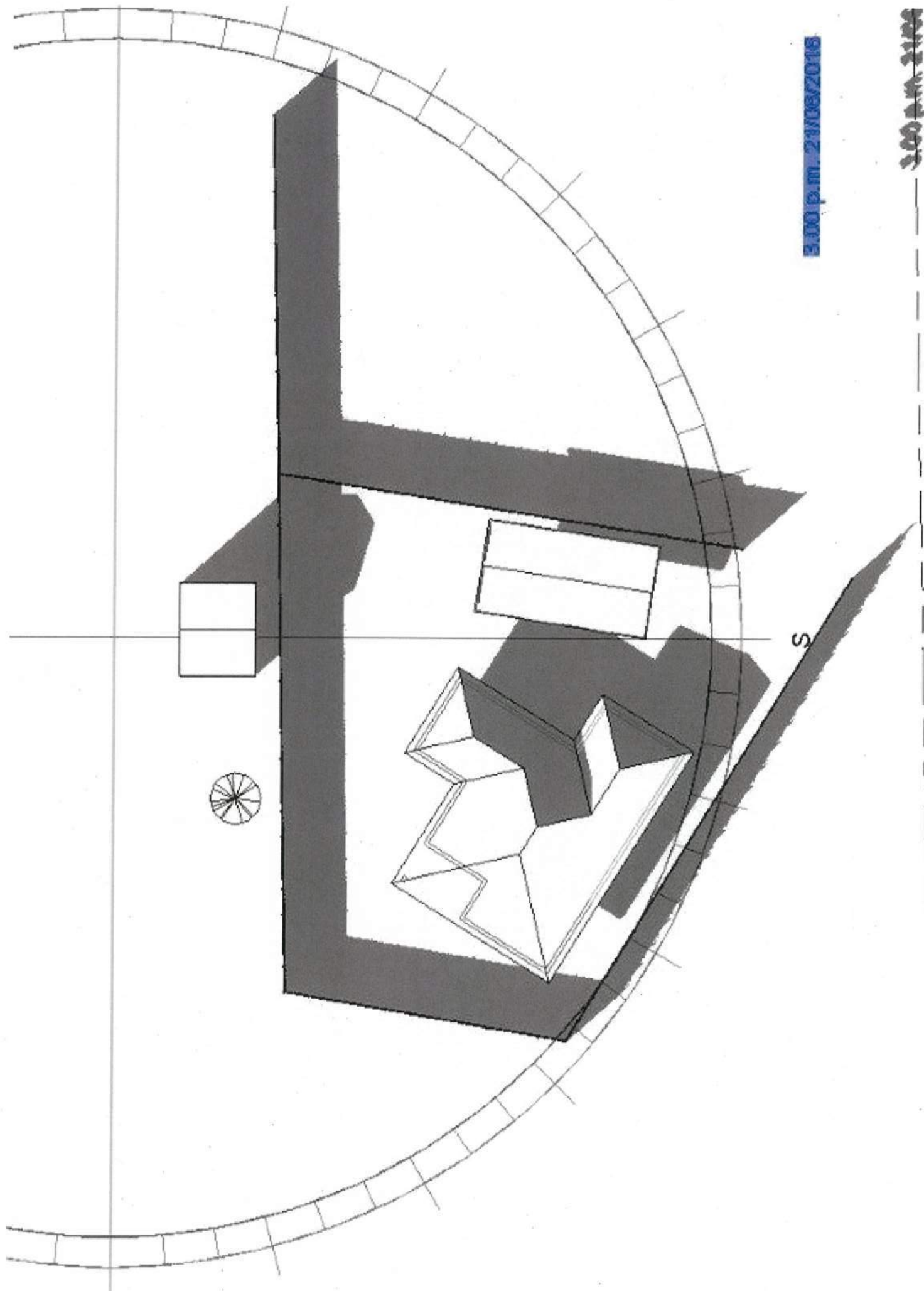
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12.00 p.m. 21/08/2016

12.00 p.m. 21/08/2016

DEV 1



W

DEV 1

3:00 p.m. 2/10/2018

3:00 p.m. 2/10/2018

## **DEV 2 SUBDIVISION – 4 BEEFEATER STREET, DELORAINE**

### **1) Introduction**

This report considers the planning application PA\16\0080 for a Subdivision (8 lots in 5 stages) for land located at 4 Beefeater Street, Deloraine (CT 110148/1).

### **2) Background**

#### **Applicant**

PDA Surveyors – obo P Sheehan

#### **Planning Controls**

The subject land is controlled by the Meander Valley Interim Planning Scheme 2013 (referred to in this report as the 'Scheme').

#### **Development**

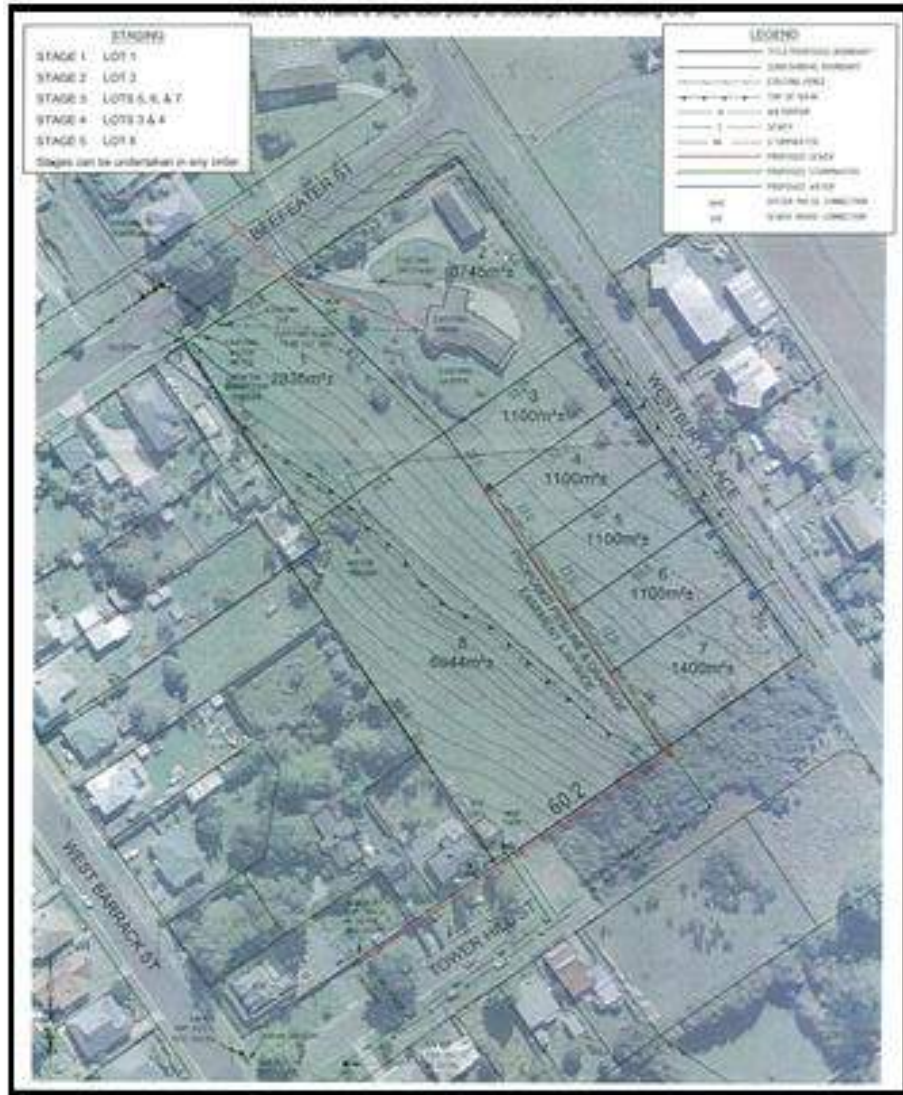
The proposal is to subdivide 4 Beefeater Street, Deloraine into 8 lots (see Photo 1 below). Lots 1, 3, 4, 5, 6 and 7 are all vacant lots. Lot 2 contains the house and outbuilding, and has an existing access onto Beefeater Street. Lot 8 contains two outbuildings and has an access onto Tower Hill Street.

The proposed stages are:

<b>Stage</b>		<b>Street Frontage</b>
1	Lot 1	Beefeater Street
2	Lot 2	Corner of Beefeater Street and Westbury Place
3	Lots 5, 6 & 7	Westbury Place
4	Lots 3 & 4	Westbury Place
5	Lots 8	Tower Hill Street

**Table 1: proposed staging**





**Photo 1: proposed subdivision plan.**

### **Site & Surrounds**

4 Beefeater Street in Deloraine is a 1.93ha rectangular shaped allotment located on the north-eastern edge of the Deloraine Township. The property has frontages to Beefeater Street, Westbury Place and Tower Hill Street. The Plan of Subdivision shows a change in elevation of 23m from the corner at Beefeater Street & Westbury Place; and the access off Tower Hill Street.

The property contains a house and a number of outbuildings. The house and garage are located at the north-eastern portion of the land. Another outbuilding is located close to the frontage with Tower Hill Street. The property has two existing accesses – one off Beefeater Street, the other off Tower Hill Street.



**Photo 2: House, garage and access viewed from Beefeater Street.**



**Photo 3: Access and outbuildings viewed from Tower Hill Street.**

The subject title is surrounded by residential lots of various sizes, and vacant land along the southern boundary.



**Photo 4: Aerial photo showing the subject property.**

### **Statutory Timeframes**

Valid application:	10 November 2015
Advertised:	28 November 2015
Closing date for representations:	14 December 2015
Request for further information:	Not Applicable
Information received:	Not Applicable
Extension of time granted:	16 December 2015
Extension of time expires:	20 January 2016
Decision Due:	19 January 2016

### **3) Strategic/Annual Plan Conformance**

Council has a target under the Annual Plan to assess applications for discretionary uses within statutory timeframes.

#### **4) Policy Implications**

Not Applicable

#### **5) Statutory Requirements**

Council must process and determine the application in accordance with the Land Use Planning Approval Act 1993 (LUPAA) and its Planning Scheme. The application is made in accordance with Section 57 of LUPAA.

#### **6) Risk Management**

Risk is managed by the inclusion of appropriate conditions on the planning permit.

#### **7) Consultation with State Government and other Authorities**

The application was referred to TasWater. A Submission to Planning Authority Notice (SPAN) TWDA 2015/01803-MVC was received on the 16 November 2015.

#### **8) Community Consultation**

The application was advertised for the 14-day period required under legislation. Two representations were received (attached). The representations are discussed in the assessment below.

#### **9) Financial Impact**

Not Applicable

#### **10) Alternative Options**

Council can either approve the development, with or without conditions, or refuse the application.

#### **11) Officers Comments**

##### **Zone**

The subject property is zoned General Residential (see Figure 1 below). The land surrounding the site is located in the General Residential Zone.



**Figure 1: Zoning of subject property and surrounding land.**

### **Use Class**

In accordance with Table 8.2 the proposed Use Class is:

- Residential – Single Dwelling.

In the General Residential Zone, Residential use (for Single Dwelling) is specified in Section 10.2 – General Residential Zone Use Table as being *No Permit Required*. However, the development does not comply with all the Acceptable Solutions of the General Residential Zone and relies on Performance Criteria. As such, it is subject to a Discretionary permit process.

### **Applicable Standards**

This assessment considers all applicable planning scheme standards.

In accordance with the statutory function of the State Template for Planning Schemes (Planning Directive 1), where use or development meets the Acceptable Solutions it complies with the planning scheme, however it may be conditioned if considered necessary to better meet the objective of the applicable standard.

Where use and development relies on performance criteria, discretion is used for that particular standard. To determine whether discretion should be exercised to grant approval, the proposal must be considered against the objectives of the applicable standard and the requirements of Section 8.10.

A brief assessment against all applicable Acceptable Solutions of the General Residential Zone and applicable Codes is provided below. This is followed by a more detailed discussion of any applicable Performance Criteria and the objectives relevant to the particular discretion.

### **Compliance Assessment**

The following table is an assessment against the applicable standards of the Meander Valley Interim Planning Scheme 2013.

<b>10.0 General Residential Zone</b>			
Scheme Standard		Comment	Assessment
<b>10.3.1 Amenity</b>			
A1	If for permitted or no permit required uses.	Residential is a No Permit Required use class.	Complies
A2	Commercial vehicles for discretionary uses must only operate between 7.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday.	Not applicable	Not applicable
<b>10.4.15.1 General Suitability</b>			
A1	No Acceptable Solution		Relies on Performance Criteria
<b>10.4.15.2 Lot Area, Building Envelopes and Frontage</b>			
A1	Lots must: a) have a minimum area of at least 700m <sup>2</sup> which: i) is capable of containing a rectangle measuring 10m by	All lots are greater than 700m <sup>2</sup> .  All lots are capable of containing a building area measuring 10m x 15m.	Complies  Complies

	15m; and ii) has new boundaries aligned from buildings that satisfy the relevant acceptable solutions for setbacks; or b) be required for public use by the Crown, an agency, or a corporation all the shares of which are held by Councils or a municipality; or c) for the provision of utilities; or d) for the consolidation of a lot with another lot with no additional titles created; or e) to align existing titles with zone boundaries and no additional lots are created.	All buildings have setback distances that comply with the Acceptable Solution.  Not Applicable  Not Applicable  Not Applicable	Complies
A2	Each lot must have a frontage of at least 4 metres.	All lots have frontages greater than 4m.	Complies
10.4.15.3 Provision of Services			
A1	Each lot must be connected to a reticulated: a) water supply; and b) sewerage system.	The plan shows each lot being connected to a reticulated water and sewerage system.	Complies
A2	Each lot must be connected to a reticulated stormwater system.	The plan shows each lot being connected to a reticulated stormwater system.	Complies
10.4.15.4 Solar Orientation of Lots			
A1	At least 50% of lots	The long axis of the lots are	Relies on

	must have a long axis within the range of: a) north 20 degrees west to north 30 degrees east; or b) east 20 degrees north to east 30 degrees south.	not oriented within the stated range.	Performance Criteria
A2	The long axis of residential lots less than 500m <sup>2</sup> , must be within 30 degrees east and 20 degrees west of north.	Not Applicable	Not Applicable
<b>10.4.15.5 Interaction, Safety and Security</b>			
A1	Subdivisions must not create any internal lots.	There are no internal lots proposed.	Complies.
<b>10.4.15.6 Integrated Urban Landscape</b>			
A1	The subdivision must not create any new road, public open space or other reserves.	The proposal does not include any new road, public open space or other reserves.	Complies
<b>10.4.15.7 Walking and Cycling Network</b>			
A1	The subdivision must not create any new road, footpath or public open space.	The proposal does not include any new road, footpath or public open space.	Complies
<b>10.4.15.8 Neighbourhood Road Network</b>			
A1	The subdivision must not create any new road.	The proposal does not include any new road.	Complies

<b>E1 Bushfire-Prone Areas Code</b>			
Scheme Standard		Comment	Assessment
<b>E1.6.1.1 Subdivision: Provision of hazard management areas</b>			
A1	(a) The TFS or an accredited person certifies, having regard to the objective, that there	The submitted Bushfire Hazard Management Plan states compliance.	Complies



	<p>is an insufficient increase in risk from bushfire to warrant the provision of hazard management areas as part of a subdivision; or</p> <p>(b) The proposed plan of subdivision-</p> <p>(i) shows all lots that are within or partly within a bushfire-prone area, including those developed at each stage of a staged subdivision; and</p> <p>(ii) shows the building area for each lot; and</p> <p>(iii) shows hazard management areas between bushfire-prone vegetation and each building area that have dimensions equal to, or greater than, the separation distances required for BAL 19 in Table 2.4.4 of AS 3959 – 2009 Construction of Buildings in Bushfire Prone Areas. The proposed plan of subdivision must be accompanied by a bushfire hazard management plan certified by the TFS or accredited person demonstrating that hazard management</p>		
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	<p>areas can be provided ; and          (iv) applications for subdivision requiring hazard management areas to be located on land that is external to the proposed subdivision must be...</p>		
E1.6.1.2 Subdivision: Public access			
A1	<p>(a) The TFS or an accredited person certifies, having regard to the objective, that there is an insufficient increase in risk from bushfire to warrant specific measures for public access in subdivision for the purposes of fire fighting; or          (b) A proposed plan of subdivision showing the layout of roads and fire trails, and the location of private access to building areas, is included in a bushfire hazard management plan approved by the TFS or accredited person as being consistent with the objective; or          (c) A proposed plan of subdivision:          (i) shows that, at any stage of a staged subdivision, all</p>	<p>The submitted Bushfire Hazard Management Plan states compliance.</p>	<p>Complies</p>

	<p>building areas are within 200m of a road that is a through road; and</p> <p>(i) shows a perimeter road, private access or fire trail between the lots and bushfire prone vegetation, which road, access or trail is linked to an internal road system; and</p> <p>(ii) shows all roads as through roads unless:</p> <p>a. they are not more than 200m in length and incorporate a minimum 12m outer radius turning area; or</p> <p>b. the road is located within an area of vegetation that is not bushfire-prone vegetation; and</p> <p>(iii) shows vehicular access to any water supply point identified for fire fighting.</p>		
A2	<p>Unless the development standards in the zone require a higher standard, construction of roads must meet the requirements of Table E3.</p>	<p>The submitted Bushfire Hazard Management Plan states compliance.</p>	<p>Complies</p>
E1.6.1.3 Subdivision: Provision of water supply for fire fighting purposes			
A1	<p>In areas serviced with reticulated water by a</p>	<p>Lots 3-7 are located greater than 120m from the nearest</p>	<p>See A2 below.</p>

	<p>Regional Corporation:</p> <p>(a) the TFS or an accredited person certifies that, having regard to the objective, there is an insufficient increase in risk from bushfire to warrant any specific water supply measures; or</p> <p>(b) a proposed plan of subdivision shows that all parts of a building area are within reach of a 120m long hose (measured as a hose lay) connected to a fire hydrant with a minimum flow rate of 600 litres per minute and minimum pressure of 200 kPa in accordance with Table 2.2 and clause 2.3.3 of AS 2419.1 2005 - Fire hydrant installations.</p>	<p>fire plug. Lots 1 &amp; 8 are not bushfire prone. Lot 2 contains an existing dwelling and is exempt from the bushfire code provisions.</p>	
A2	<p>In areas that are not serviced by reticulated water by a Regional Corporation or where the requirements of A1 (b) cannot be met:</p> <p>(a) the TFS or an accredited person certifies that, having regard to the objective, there is an insufficient</p>	<p>The submitted Bushfire Hazard Management Plan states compliance.</p>	<p>Complies</p>

	<p>increase in risk from bushfire to warrant any specific water supply measures being provided; or</p> <p>(b) a bushfire hazard management plan certified by the TFS or an accredited person demonstrates that the provision of water supply for fire fighting purposes is sufficient, consistent with the objective, to manage the risks to property and lives in the event of a bushfire; or</p> <p>(c) it can be demonstrated that:</p> <p>(i) a static water supply, dedicated to fire fighting, will be provided and that the water supply has a minimum capacity of 10 000 litres per building area and is connected to fire hydrants; and</p> <p>(ii) a proposed plan of subdivision shows all building areas to be within reach of a 120m long hose connected to a fire hydrant, measured as a hose lay, with a minimum flow rate of 600 litres per minute and minimum pressure of 200 kPa;</p>		
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	<p>or</p> <p>(d) it can be demonstrated that each building area can have, or have access to, a minimum static water supply of 10 000 litres that is:</p> <p>(i) dedicated solely for the purposes of fire fighting; and</p> <p>(ii) accessible by fire fighting vehicles; and</p> <p>(iii) is within 3m of a hardstand area.</p>		
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<b>E4 Road and Railway Assets Code</b>			
Scheme Standard		Comment	Assessment
<b>E4.6.1 Use and road or rail infrastructure</b>			
A1	Sensitive use on or within 50m of a category 1 or 2 road, in an area subject to a speed limit of more than 60km/h, a railway or future road or railway, must not result in an increase to the annual average daily traffic (AADT) movements to or from the site by more than 10%.	Not Applicable	Not Applicable
A2	For roads with a speed limit of 60km/h or less the use must not generate more than a total of 40 vehicle entry and exit movements per day.	In accordance with the <i>RTA Guide to Traffic Generating Developments</i> , the average daily vehicle trips for a single dwelling is 9 (less than 40).	Complies
A3	For roads with a	Not Applicable	Not Applicable

	speed limit of more than 60km/h the use must not increase the annual average daily traffic (AADT) movements at the existing access or junction by more than 10%.		
<b>E4.7.1 Development on and adjacent to Existing and Future Arterial Roads and Railways</b>			
A1	The following must be at least 50m from a railway, a future road or railway, and a category 1 or 2 road in an area subject to a speed limit of more than 60km/h: a) new road works, buildings, additions and extensions, earthworks and landscaping works; and b) building envelopes on new lots; and c) outdoor sitting, entertainment and children's play areas.	Not Applicable	Not Applicable
<b>E4.7.2 Management of Road Accesses and Junctions</b>			
A1	For roads with a speed limit of 60km/h or less the development must include only one access providing both entry and exit, or two accesses providing separate entry and exit.	Each lot has only one access.	Complies
A2	For roads with a	Not Applicable	Not Applicable

	speed limit of more than 60km/h the development must not include a new access or junction.		
<b>E4.7.4 Sight Distance at Accesses, Junctions and Level Crossings</b>			
A1	Sight distances at a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.7.4; and b) rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia; or c) If the access is a temporary access, the written consent of the relevant authority has been obtained.	Complies	Complies

<b>E6 Car Parking and Sustainable Transport Code</b>			
Scheme Standard		Comment	Assessment
E6.6.1 Car Parking Numbers			
A1	The number of car parking spaces must not be less than the requirements of: a) Table E6.1	Each lot has the potential to provide 2 car parking spaces.	Complies

<b>E10 Recreation and Open Space Code</b>			
Scheme Standard		Comment	Assessment
E10.6.1 provision of Public Open Space			



A1	The application must: a) include consent in writing from the General Manager that no land is required for public open space but instead there is to be a cash payment in lieu.	Consent from the General Manager was provided.	Complies
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### **Performance Criteria**

<b>General Residential Zone</b>
<b>10.4.15.1 General Suitability</b>
<p><b>Objective:</b></p> <p><i>The division and consolidation of estates and interests in land is to create lots that are consistent with the purpose of the General Residential Zone.</i></p>
<p><b>Performance Criteria P1:</b></p> <p><i>Each new lot on a plan must be suitable for use and development in an arrangement that is consistent with the Zone Purpose, having regard to the combination of:</i></p> <ul style="list-style-type: none"> <li><i>a) slope, shape, orientation and topography of land;</i></li> <li><i>b) any established pattern of use and development;</i></li> <li><i>c) connection to the road network;</i></li> <li><i>d) availability of or likely requirements for utilities;</i></li> <li><i>e) any requirement to protect ecological, scientific, historic, cultural or aesthetic values; and</i></li> <li><i>f) potential exposure to natural hazards.</i></li> </ul>
<p><b>Comment:</b></p> <p>The zone purpose includes:</p> <ul style="list-style-type: none"> <li><i>• To provide for residential use or development that accommodates a range of dwelling types at suburban densities, where full infrastructure services are available or can be provided.</i></li> </ul>

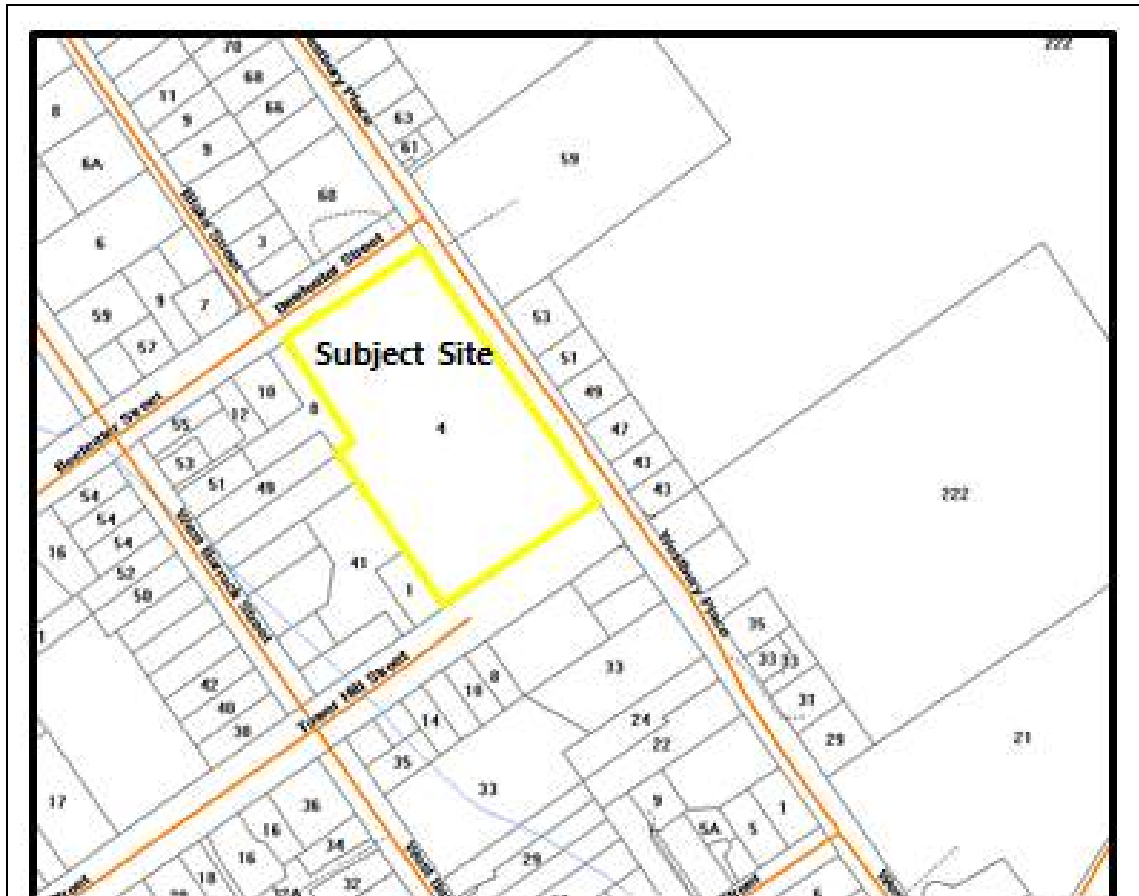
- *To encourage residential development that respects the neighbourhood character and provides a high standard of residential amenity.*

Slope, shape, orientation and topography of land:

The proposal is to create 8 lots. The lots vary in area and dimensions. The smallest lots are 22m x 50m (1100m<sup>2</sup> +/-), while the largest lot is approximately 60m x 103m (6944m<sup>2</sup> +/-). The lots slope downwards from the north-east corner to the south-west corner.

The layout of surrounding land shows a variety of lot shapes and sizes (see Figure 2 below). The smallest proposed lots front onto Westbury Place (Lots 1-6 are 22m x 50m, with an area of 1100m<sup>2</sup>). It is noted that the lots on the opposite side of Westbury Place range in shape and area – with the smallest (51 Westbury Place) being 22m x 34m, with an area of 748m<sup>2</sup>.

Lots 3-7 have a slope of approximately 1:9 and Lots 1 & 8 had a slope of approximately 1:8. Council's mapping system does not identify the land as a landslip hazard area.



**Figure 2: surrounding lot layout.**

Any established pattern of use and development:

The proposed use of the lots is for residential purposes. The surrounding development is generally single dwellings on a variety of lot sizes. The proposed lots are of a size and shape to provide for single dwelling development.

Connection to the road network:

All lots have direct frontage to a Council maintained road.

Availability of or likely requirements for utilities:

Council received a Submission to Planning Authority Notice from TasWater regarding reticulated water and sewerage connections.

The Plan of Subdivision shows stormwater connections for Lots 1 & 3-8. The stormwater connection for Lot 2 is not shown; however the lot has the potential to connect to Council's stormwater system. It is recommended that Lot 2 be connected to the system.

The subdivision plan shows the proposed stormwater connection for Lot 1 at contour 259 AHD. There is a portion of this lot below contour 259 AHD. It is recommended that this area be noted on the title as being unable to be serviced by Council's stormwater system.

Stormwater infrastructure is located in close proximity to the southern side boundary of Lot 7. As the existing title is by "Sketch by way of illustration only", the exact position of this infrastructure within Lot 7 is unknown. To facilitate future access to this infrastructure, it is recommended that a 3m wide stormwater drainage easement be placed on this lot.

To facilitate potential future development of Lot 8, Council's Infrastructure Services department considered future stormwater demands. It is recommended that Lot 8 be connected to Council's stormwater system on the south side of Tower Hill Street through a 300mm diameter stormwater pipe constructed across the road reserve with new manholes constructed over the existing stormwater drain and in the road reserve adjacent the lot boundary. As these works are beyond the requirements for a standard house connection, Council will reimburse the developer an agreed cost.

Any requirement to protect ecological, scientific, historic, cultural or aesthetic values:

The property is not on the Tasmanian Heritage Register. Council's mapping system does not identify any Priority Habitat or threatened species on the land. The land is not a Geoconservation site.

Potential exposure to natural hazards:

No natural hazards on the land have been identified.

Combined with the recommendations above, it is considered that the proposed subdivision layout is consistent with the Zone Purpose.

**Recommendations:**

- Prior to the commencement of any works, an amended plan must be submitted for approval to the satisfaction of Council's Town Planner. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and must show:

a) A 3m wide stormwater drainage easement along the southern side boundary of Lot 7;

NOTE: The final position of the easement noted in point 4 a will be finalised once survey pegs have been provided for the new lots and the extent of the pipe within Lot 7 seven can be verified.

b) The area on Lot 1, below contour 259 AHD, that cannot be serviced by Council's stormwater system;

- Prior to the commencement of works, the following must be completed to the satisfaction of Council:
  - a) The means of stormwater connection for Lot 2 to Council's stormwater system, including level information;
  
- Lot 8 must be connected to Council's stormwater system on the south side of Tower Hill Street through a 300mm diameter stormwater pipe constructed across the road reserve with new manholes constructed over the existing stormwater drain and in the road reserve adjacent the lot boundary.

NOTE: Council will reimburse the developer for the agreed cost of this work over and above the cost to provide a 100mm diameter connection from Lot 8 to the Council stormwater drain.

NOTE: To facilitate the fair reimbursement of cost to the developer for the installation of manholes and the 300mm diameter stormwater pipe from Lot 8 to Council's stormwater system on the south side of Tower Hill Street, the developer must provide to Council quotations for both the work associated with the installation of a 100mm stormwater drain and the installation of a 300mm stormwater drain.

- Prior to the sealing of the Final Plan of Survey, the following must be completed to the satisfaction of Council:
  - a) Lots 1-8 must be connected to Council's stormwater system, to the satisfaction of Council's Director of Infrastructure Services.

**General Residential Zone**

**10.4.15.2 Solar Orientation of Lots**

**Objective:**

*To provide for solar orientation of lots and solar access for future dwellings.*

**Performance Criteria P1:**

*Dimensions of lots must provide adequate solar access, having regard to the likely dwelling size and the relationship of each lot to the road.*

**Comment:**

The proposal is to create 8 lots. The smallest lots (1100m<sup>2</sup> +/-) front onto Westbury Place. To determine if the lots receive adequate solar access, a 10m x 15m building area was superimposed onto the smallest lot (Lot 3). As shown in Photo 5 below, a building area with a northern aspect and that meets all the Acceptable Solutions for setback distances, can be achieved.



**Photo 5: showing a red 10m x 15m building area for Lot 3.**

The development is considered consistent with the Objectives.

## **Representation**

Two representations were received during the advertising period (see attached documents).

A summary of the representations are as follows:

1. *"...wish to have a height restriction on any house dwelling on these lots, housing must be only a single level (no high pitch roof, no garage underneath the house, single level must be just that"*.
2. *"My concern is that if any construction that interferes with our views that we enjoy at this time, that is any two storey plus building blocking our view. A height restriction would be a consideration"*.

## **COMMENT:**

Both representations recommend a restriction be placed on the lots, for any future buildings to be restricted to single storey only. Within this zone, the Acceptable Solution for maximum overall height is 8.5m (providing the potential for two storey buildings).

The zone purpose for the General Residential zone includes: *To encourage residential development that respects the neighbourhood character and provides a high standard of residential amenity.* The scheme defines Amenity as a *'means, in relation to a locality, place or building, any quality, condition or factor that makes or contributes to making the locality, place or building harmonious, pleasant or enjoyable'*. It is noted that the surrounding character is of detached residential dwellings with outbuildings. Some houses are single storey, while others are double storey. All houses are setback from the road frontage. These factors would contribute to the amenity of the area. The proposed subdivision does not impact on these factors.

In addition, the scheme states the Desired Future Character Statement for the zone includes... *Typical residential and non residential development is to be detached, rarely exceeding two storeys and be setback from the street and property boundaries.* Restricting the building height would be in contradiction to this statement.

With Lots 3-7 currently being vacant land, the residents on the north-eastern side of Westbury Place have views over part of Deloraine and the hills in the background (see Photo 6 below). Though the type of future development for these lots is unknown, any development would have the potential to impact

on these views. In addition, it is considered unreasonable for specific landowners to have a monopoly on the available views.



**Photo 6: subject land viewed from Westbury Place. The red line shows a 3m height.**

Based on the above, it is considered unreasonable to place any restriction on future development.

### **Conclusion**

In conclusion, it is considered that the application for a Subdivision can be effectively managed by conditions and should be approved.

**AUTHOR:** Leanne Rabjohns  
TOWN PLANNER

### **12) Recommendation**

***That the application for use and development for a Subdivision (8 lots in 5 stages) for land located at 4 Beefeater Street, Deloraine (CT 110148/1) by PDA Surveyors obo P Sheehan, requiring the following discretions:***

- ***10.4.15.1 General Suitability***



- **10.4.15.2 Solar Orientation of Lots**

***be APPROVED, generally in accordance with the endorsed plans and subject to the following conditions:***

- 1. The use and/or development must be carried out as shown and described in the endorsed plans:
  - a) PDA Surveyors – Plan of Subdivision – Ref. 131-06-P05 – dated 28 October 2015;**
  - b) AK Consultants – Bushfire Hazard Management Report – dated 8 November 2015;**to the satisfaction of the Council. Any other proposed development and/or use will require a separate application and assessment by Council.**
- 2. Except with prior written consent of Council, covenants or similar restrictive controls must not be included on the titles created by this permit if they seek to prohibit any use provided for in the Meander Valley Interim Planning Scheme.**
- 3. Lot 8 must be connected to Council’s stormwater system on the south side of Tower Hill Street through a 300mm diameter stormwater pipe constructed across the road reserve with new manholes constructed over the existing stormwater drain and in the road reserve adjacent the lot boundary.**
- 4. Prior to the commencement of any works, an amended plan must be submitted for approval to the satisfaction of Council’s Town Planner. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and must show:
  - a) A 3m wide stormwater drainage easement along the southern side boundary of Lot 7 (see Note 4);**
  - b) The area on Lot 1, below contour 259 AHD, that cannot be serviced by Council’s stormwater system;****
- 5. Prior to the commencement of any works, the following must be completed to the satisfaction of Council:
  - a) Driveway details for Lots 1 & 3-8, showing the finished grade and the extent of any cut and fill proposed;****

- b) **The means of stormwater connection for Lot 2 to Council's stormwater system, including level information;**
  - c) **Engineering drawing detailing the stormwater connection to Lot 8 (as per Condition 3) (see Note 2).**
- 6. Prior to the sealing of the Final Plan of Survey, the following must be completed to the satisfaction of Council:**
- a) **The developer must pay Council \$6,440.00, a sum equivalent to 5% of the unimproved value of the approved lots, as a public open space contribution.**
  - b) **New vehicular crossover servicing Lots 1 & 3-8 must be constructed in accordance with LGAT Standard Drawing TSD-R09-V1 to the satisfaction of Council's Director of Infrastructure Services (see Note 1).**
  - c) **Lots 1-8 must be connected to Council's stormwater system, to the satisfaction of Council's Director of Infrastructure Services.**
- 7. The lots approved by this permit must be maintained at all times in accordance with the endorsed Bushfire Hazard Management Plan.**
- 8. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA No 2015/01803-MVC attached).**

Note:

- 1. Prior to the construction of the new crossovers, a Driveway Crossover Application Form (enclosed) must be completed and approved by Council's Road Authority. All enquiries should be directed to Council's Technical Officer on 6393 5312.**
- 2. Council will partially reimburse the developer for costs of the 300mm pipe required in accordance with Condition 3. The developer will be required to contribute up to the cost of providing a 100mm diameter connection from Lot 8 to the Council stormwater drain, while Council will contribute the difference.**

**To facilitate the fair reimbursement of cost to the developer for the installation of manholes and the 300mm diameter stormwater pipe**

**from Lot 8 to Council's stormwater system on the south side of Tower Hill Street, the developer must provide to Council quotations for both the work associated with the installation of a 100mm stormwater drain and the installation of a 300mm stormwater drain.**

- 3. The final position of the easement noted in Condition 4. a) will be finalised once survey pegs have been provided for the new lots and the extent of the pipe within Lot 7 can be verified.**
4. This permit takes effect after:
  - a) The 14 day appeal period expires; or
  - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
  - c) Any other required approvals under this or any other Act are granted.
5. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received at least 6 weeks prior to the expiration date.
6. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au).
7. If any Aboriginal relics are uncovered during works;
  - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
  - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania Fax: (03) 6233 5555 email: [aboriginal@heritage.tas.gov.au](mailto:aboriginal@heritage.tas.gov.au)); and
  - c) The relevant approval processes will apply with State and Federal government agencies.

## **DECISION:**

LAUNCESTON

J.W. Dent, OAM, B. SURV. (Tas.), M.SSSI. (Director)  
D. Marszalek, B. SURV. SP. SC. (Tas.), M.SSSI. (Associate)

HOBART

A.M. Peacock, B. APP. SC. (SURV), M.SSSI. (Director)  
C.M. Terry, B. SURV. (Tas.), M.SSSI. (Director)  
D. Pantou, B.E. M.I.E. AUST., C.P.ENG. (Director)  
H. Clement, B. SURV. (Tas.), M.SSSI (Director)  
M. McQueen, B.E., M.I.E. AUST., C.P.ENG. (Associate)  
M.S.G. Denholm, B. GEOM. (Tas.), M.SSSI (Associate)  
L.H. Kiely, Ad. Dip. Civil Eng, Cert IV I.T., (Associate)  
A. Collins, Ad. Dip. Surv & Map, (Associate)

KINGSTON

A.P. (Lex) McIndoe, B. SURV. (Tas.), M.SSSI. (Director)

BURNIE

A.J. Hudson, B. SURV. (Tas.), M.SSSI. (Director)  
A.W. Eberhardt, B. GEOM. (Tas.), M.SSSI (Director)



# PDA Surveyors

PO Box 284 (3/23 Brisbane Street)  
Launceston Tasmania, 7250  
Phone (03) 6331 4099

ABN 71 217 806 325  
Fax (03) 6334 3098  
Email: pda.ltn@pda.com.au  
www.pda.com.au

Our Ref: 131/06

9<sup>th</sup> November, 2015.

Meander Valley Council  
PO Box 102  
WESTBURY TAS 7303

Attention: Mrs J. Richardson,

Dear Jan,

**RE: SUBDIVISION - 4 BEEFEATER STREET, DELORAINE**

We submit herewith an application on behalf of Peter Sheehan to subdivide 8 lots from an existing title in stages.

We will now address the provisions of the Meander Valley Interim Planning Scheme.

10.4.4.1 General Suitability

The Performance Criteria are met in that the lots on this plan are suitable for subdivision as will be demonstrated in the following clauses. They connect to the road network, the size, shape and orientation of the lots fit the topography of the land, services are available and there are no restrictions on being able to subdivide the blocks in the manner proposed.

10.4.4.2 Lot Area, Building Envelopes and Frontage

All of the lots have an area of at least 700m<sup>2</sup> and a frontage of at least 4.0 metres to a public road whereby meeting the Acceptable Solutions for this Clause.

10.4.4.3 Provision of Services

Water Supply – All lots are capable of being provided with a water supply into the existing water network as shown on the plan. The existing water connection for the house will be cut off and used as the connection for lot 1 and a new water connection will be provided to lot 2.

.../2...

Previously trading as Campbell-Smith Phelps Pedley

OFFICES ALSO AT:

- 127 Bathurst Street, Hobart, 7000
- 6 Freeman Street, Kingston, 7050

(03) 6234 3217  
(03) 6229 2131

- 8/16 Main Road, Huonville, 7109
- 6 Queen Street, Burnie, 7320
- 16 Emu Bay Road, Deloraine, 7304

(03) 6264 1277  
(03) 641 1100  
(03) 636 1303

Sewer – Each lot can be provided with a sewer connection as shown on the attached plan of subdivision. Lot 1 can use the existing sewer house connection that provides the connection for the house lot and lot 2 will be provided with a new sewer connection and the sewer will be diverted into that new connection. The existing sewer connection for lot 1 covers about half of the lot however a new sewer connection can be provided at the low point of the frontage of the block which will cover the majority of the block. Alternatively if a house on lot 1 is built to get into the existing sewer the existing connection should be adequate or alternatively a single user pump could be provided to pump sewerage below the point where the connection is currently located.

Stormwater – Each lot is to be connected to the existing stormwater system as shown on the attached plan. Lot 1 will be provided with a new stormwater connection from the kerb to the block and this will cover the majority of the block and certainly for new buildings will be able to drain into that. There will be a small portion of the lot that will be below that stormwater connection however this is only a small area of land and it will be less run off from the block that currently exists. On site absorption can occur if the stormwater runoff from any future development becomes excessive as the block is very large.

#### 10.4.4.4 Solar Orientation of Lots

Lots 3–7 are outside the Acceptable Solution A1. The blocks however meet the Performance Criteria as the lots are larger lots and will be able to provide adequate solar access. The lots meet the existing pattern of development in the area.

#### 10.4.4.5 Interaction, Safety and Security

There are no internal lots on this subdivision and therefore Acceptable Solution A1 is met.

#### 10.4.4.6 Integrated Urban Landscape

No new roads, public open space or other reserves are created and therefore Acceptable Solution A1 is met.

#### 10.4.4.7 and 10.4.4.8

These are met in that there are no new roads being constructed.

The subdivision will require assessment over Bushfire Prone Areas Code and we enclose a Bushfire Hazard Management Report which indicates that this land is capable of subdivision to meet that Code.

#### Road and Rail Assets Code

This Code appears to pick up this subdivision as it applies to a new access in E4.2.1(a). There are no specific subdivision standards for this Code however we will deal with the development standards in Clause E4.7.

##### E4.7.2

Management of road accesses and junctions would appear to apply for the new road accesses. Acceptable solution A1 is met in that each lot will have one access on a road with a speed limit of 60 kilometres or less.

##### E4.7.4

Site distances and accesses can meet the Acceptable Solution as the site distances at the entry points for the lots can meet the Acceptable Solution A1(a). .../3...

E10 Recreation and Open Space Code

Can you please arrange for the General Manager to provide a written consent that no land is required for Public Open Space and instead there needs to be a cash payment in lieu of the provision of open space.

We enclose the following to enable you to assess the application;

- 3 Copies of the subdivision proposal plan.
- Cheque for \$966.
- Bushfire Hazard Management Report.
- Completed Development Application Form.
- Copy of Title.

Please contact us if you have any questions or require anything further.

Yours faithfully  
PDA Surveyors

Per:   
JOHN DENT

SEARCH OF TORRENS TITLE

VOLUME 110148	FOLIO 1
EDITION 3	DATE OF ISSUE 30-Nov-2004

SEARCH DATE : 09-Nov-2015

SEARCH TIME : 01.29 PM

DESCRIPTION OF LAND

Town of DELORAINÉ  
 Lot 1 on Diagram 110148  
 Being the land described in Conveyance No. 64/0995  
 Derivation : Part of 9a-0-0 Gtd. to Thomas Tye  
 Derived from A12863

SCHEDULE 1

C346926 TRANSFER to LINDA LUCY SHEEHAN and PETER MAURICE  
 SHEEHAN Registered 06-Mar-2002 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any  
 22/8046 CONVEYANCE: Burdening Easement: Right to pass and  
 repass (appurtenant to Irene Leila Hart) over the  
 land shown marked Right of Way on Diagram No. 110148  
 C346927 MORTGAGE to Australia and New Zealand Banking Group  
 Limited Registered 06-Mar-2002 at 12.01 PM  
 C597538 MORTGAGE to Australia and New Zealand Banking Group  
 Limited Registered 30-Nov-2004 at noon

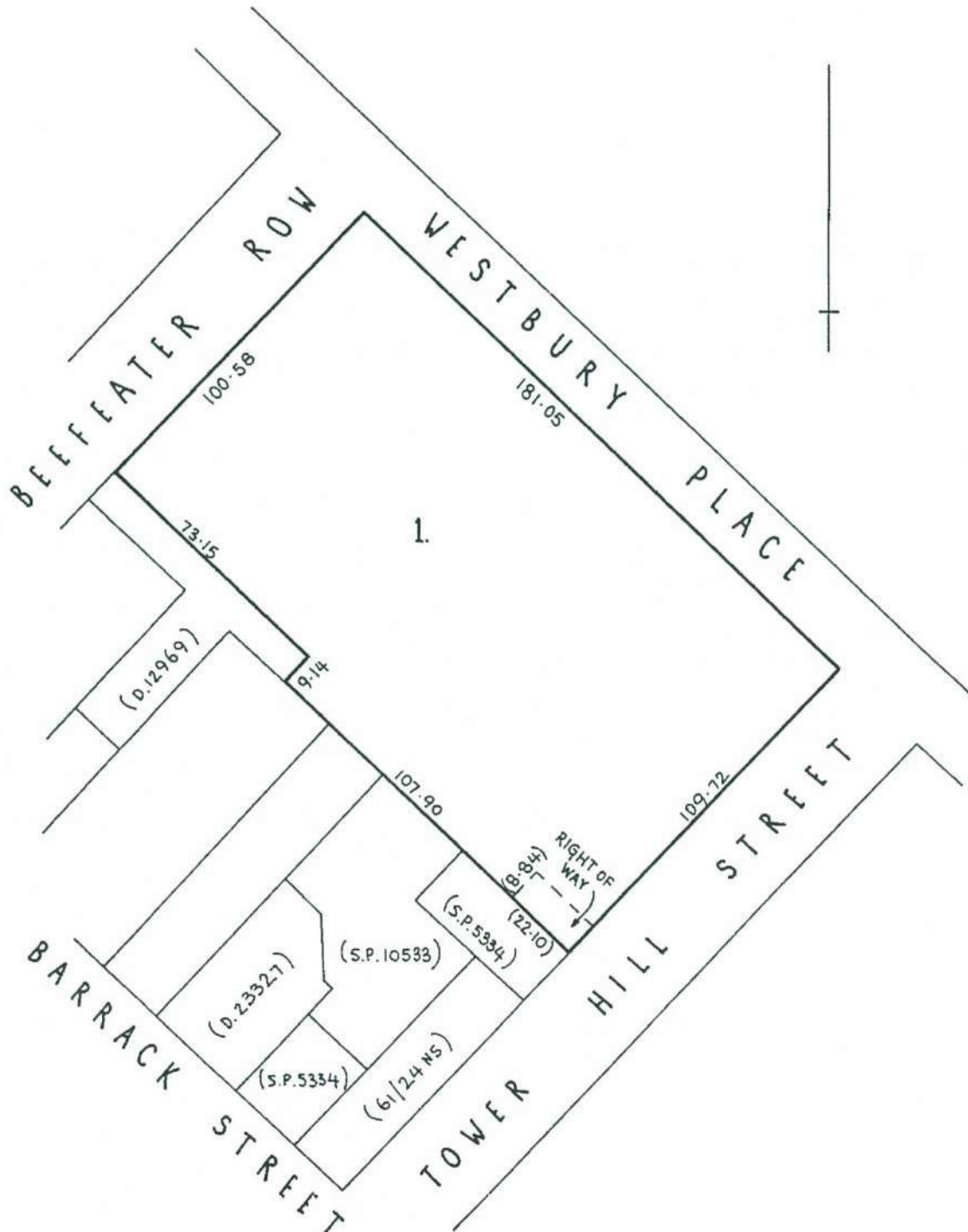
UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

FILE No. A.12863		<b>CONVERSION PLAN</b>	REGISTERED NUMBER
GRANTEE PART OF 9A-OR-0P GTD. TO THOMAS TYE			<b>D110148</b>
		LOCATION	APPROVED - 8 MAR 1994
		<b>TOWN OF DELORAINE (SEC. K)</b>	<i>Michael Dine</i> Recorder of Titles
		CONVERTED FROM 64/995	
		NOT TO SCALE      LENGTHS IN METRES	
TASMAP SHEET No. 45	LAST UPI No. -	ALL EXISTING SURVEY NUMBERS TO BE CROSS REFERENCED ON THIS PLAN	DRAWN BY: MC

**SKETCH BY WAY OF ILLUSTRATION ONLY**

"EXCEPTED LANDS"





# Bushfire Hazard Management Report

**Report for:** Peter & Linda Sheehan  
7 Bass Highway,  
Deloraine, TAS, 7304

**Property Location:** 4 Beefeater Street,  
Deloraine, TAS, 7304

**Prepared by:** Scott Livingston  
AK Consultants,  
40 Tamar Street,  
LAUNCESTON, TAS. 7250

**Date:** 8<sup>th</sup> November 2015  
Version 2



## Summary

**Client:** Peter & Linda Sheehan

**Property identification:** Current zoning: General Residential  
CT 110148/1, PID 6265202

**Proposal:** An 8 lot subdivision is proposed for land at 4 Beefeater Street,  
Deloraine

**Assessment comments:** A field inspection of the site was conducted to determine the Bushfire  
Attack Level and Risk.

**Conclusion:** The existing title is bushfire prone, being less than 100m from  
vegetation greater than 1 ha in size. Lots 1 & 8 are not bushfire prone,  
all proposed lots have a building envelope to achieve a rating of BAL Low  
with required setbacks contained within the lot boundaries. Internal  
access will be required to Class 4C standard if the furthest extent of any  
future habitable building on Lots 3-7. A static water supply for any  
future habitable buildings on lots 3-7 is required to meet acceptable  
solutions.



**Assessment by:** 

---

Scott Livingston,  
Master Environmental Management,  
Natural Resource Management Consultant.

Accredited Person under part 4A of the Fire Service Act 1979:  
Accreditation # BFP-105



## DESCRIPTION

An 8 lot subdivision is proposed for land at 4 Beefeater Street St, Deloraine. The site is bound by Beefeater Street to the north west and Westbury Place to the north east. The title contains an existing dwelling in the north of the title which will remain Lot 2 (0.37ha). Lots 3-7 have frontage to Westbury Place and are smaller lots (approx. 0.11 – 0.14ha). Lots 1 (0.28ha) and 8 (0.69ha) are larger and make are on the west of the subject title with access from Beefeater Street & Tower Hill Street receptively. Immediately surrounding land in all directions is General Residential and can therefore be considered a non-threat for bushfire protection purposes, however Rural Resource zoned land exists further to the north east (approx. 55m from the north eastern boundary) and is considered grassland vegetation.

See Appendix 1 for site plan and maps.

## BAL AND RISK ASSESSMENT

The land is considered to be within a Bushfire Prone Area due to proximity of a vegetation patch to the west and north greater than 1 ha in area.

### VEGETATION AND SLOPE

	North West	North East	South East	South West
Vegetation, within 100 m of subdivision boundary and proposed lots	0-100m Managed Land*	0-55m Managed Land* 55-100m Grassland	0-100m Managed Land*	0-100m Managed Land*
Slope (degrees, over 100m)	Downslope 0-5°	Upslope/Flat	Upslope/Flat	Downslope 0-5°

\* Land is in the General Residential Zone and is considered a non-threat for bushfire protection purposes per Bushfire Prone Areas Advisory Note No 1.

### THE BUILDING AREAS

BAL Rating:

Direction	BAL Low grassland
Up slopes and flat	50
downslopes	50

All lots are greater than 50m from grassland vegetation and therefore the entirety of all proposed lots are available for building to BAL Low. Lot 2 has an existing dwelling which does not need to comply with BAL Ratings according to this report.

## **FIREFIGHTING WATER SUPPLY**

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Lots 1 & 8 are non-bushfire prone and hence are not required to adhere to Bushfire Code Provisions. Lots 3-7 have BAL Low building areas will be greater than 120m from the nearest fire plug. The current closest fire plug is located at the junction of Westbury Place and Beefeater Street near the corner of Lot 2. Habitable buildings within the BAL Low Building Area will require either an additional fire plug or 10,000L static supply. Note a number of residential lots with existing dwellings that are Bushfire prone along Westbury Place are not adequately serviced by fire plugs.

The supply point of a static water supply (e.g. tank) of 10,000L per habitable building must be placed within 3m of accessible hard standing (e.g. access road, turning bay), sited more than 6m but less than 120m from the dwelling and within the Hazard Management Area. Tanks, above ground pipes and fittings must be made of non-rusting, non-combustible, non-heat-deforming materials. Tanks must have an opening in the top of not less than 250mm diameter or be fitted with a standard compliant forged Storz 65mm adaptor fitted with a standard (delivery) washer rated to 1800 kPa working pressure and 2400 kPa burst pressure.

## **ACCESS**

---

Lot 2 contains an existing dwelling and is exempt from bushfire code provisions. Lots 1 & 3-7 have direct access to a through road (Beefeater Street & Westbury Place respectively). Lot 8 has frontage to Tower Hill Street, which connects with West Barrack Street which is a through road. This access will provide all habitable lots with a through road within 200m.

Where the furthest extent of future habitable buildings are more than a 30m hose lay from the public road of Class 4C standard, internal access must be constructed to at least Class 4C standard with a minimum width of 4m and to within 30m of the furthest extent of any habitable building.

Bushfire Code E1.6.1.2.cii, acceptable solutions, requires a perimeter road between the lots and bushfire prone vegetation. Westbury Place meets these conditions.

## **CONCLUSIONS**

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The existing title is bushfire prone, being less than 100m from vegetation greater than 1 ha in size. Lots 1 & 8 are not bushfire prone, all proposed lots have a building envelope to achieve a rating of BAL Low with required setbacks contained within the lot boundaries. Internal access will be required to Class 4C standard if the furthest extent of any future habitable building on Lots 3-7. A static water supply for any future habitable buildings on lots 3-7 is required to meet acceptable solutions.

## **REFERENCES**

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Meander Valley Council, *Meander Valley Interim Planning Scheme 2013*  
Standards Australia. (2009). *AS 3959-2009 Construction of Buildings in Bushfire Prone Areas.*  
Tasmania Fire Service. *Bushfire Prone Areas Advisory Note NO 1- 2014*  
Tasmania Fire Service. *Bushfire Prone Areas Advisory Note NO 2- 2014*

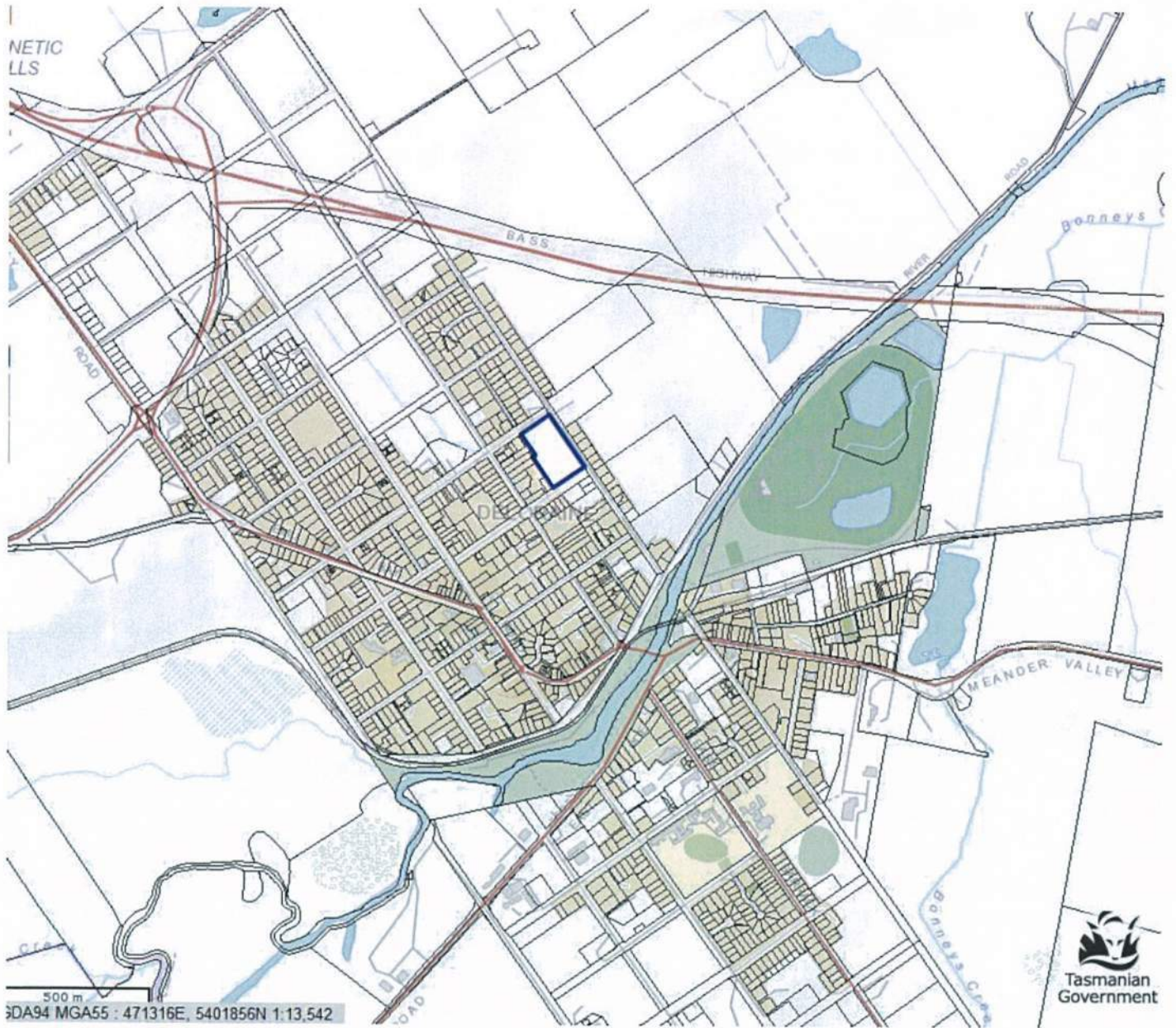


Figure 1: Location map



Figure 2: Google Earth image showing lot boundaries

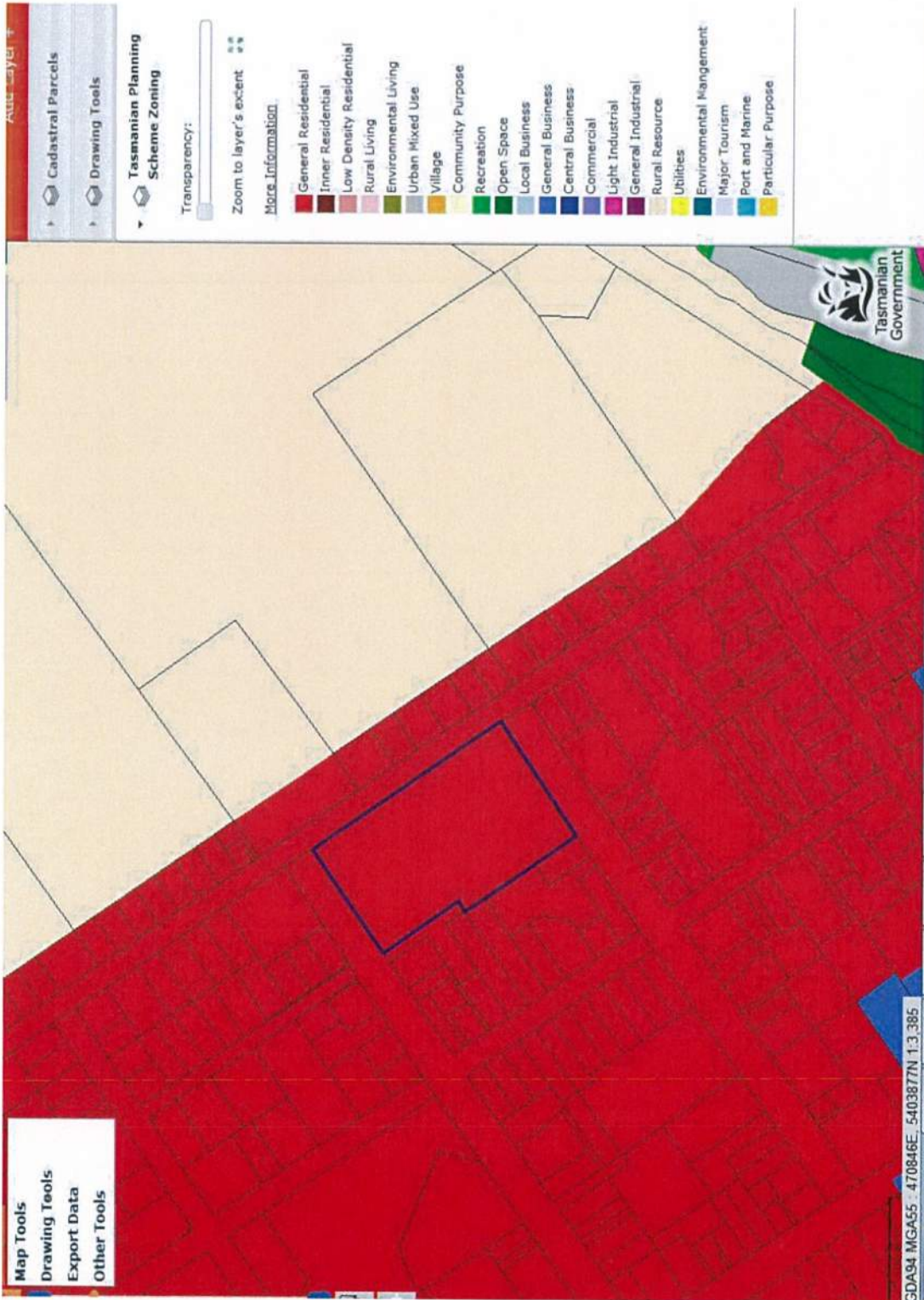


Figure 3: Planning Scheme Zone boundaries



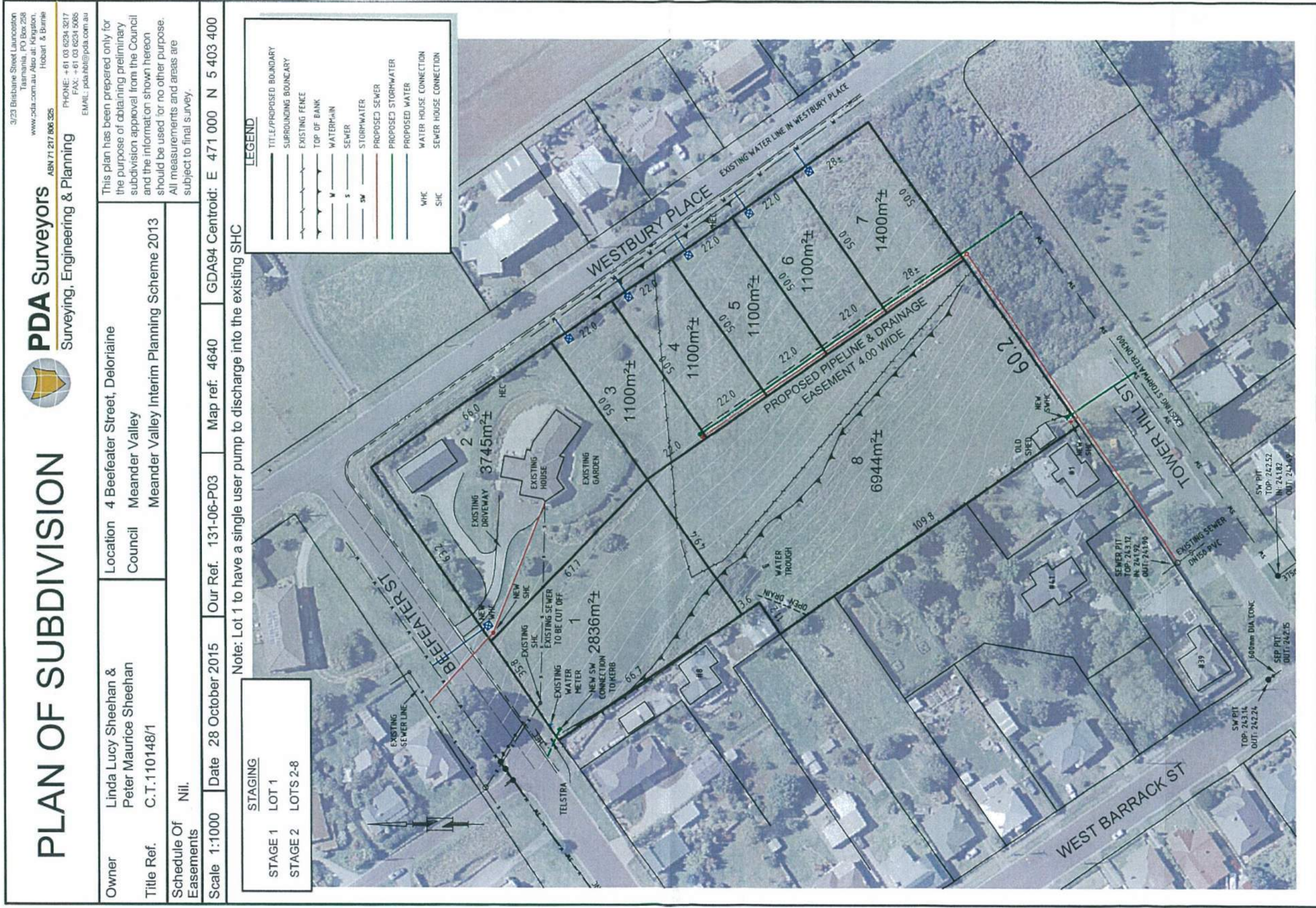


Figure 4: Site Plan

**BAL RATINGS**

If land within the subdivision is managed in accordance with the hazard management areas of this plan, the BAL ratings for Lots 3-7 is BAL Low. Lots 1 & 8 are non-bushfire prone. Lot 2 contains an existing dwelling and is exempt from Bushfire Code Provisions.

**HAZARD MANAGEMENT AREAS**

- No specific management areas required, all land within the residential zone to be managed land.

**WATER SUPPLY**

A static water supply of 10,000L per habitable building must be installed prior to occupancy of any habitable building on Lots 1 & 3-8 that is constructed within the BAL Low Building Area. The supply point of a static water supply must be placed within 3m of accessible hard standing (e.g. access road, turning bay), sited more than 6m but less than 120m from the dwelling and within the Hazard Management Area. Tanks, above ground pipes and fittings must be made of non-rusting, non-combustible, non-heat-deforming materials. Tanks must have an opening in the top of not less than 250mm diameter or be fitted with a standard compliant forged Storz 65mm adaptor fitted with a standard (delivery) washer rated to 1800 kPa working pressure and 2400 kPa burst pressure.

No Water supply is required under the bushfire Code for habitable buildings totally within the Not Bushfire Prone Area (Lots 1 & 8).

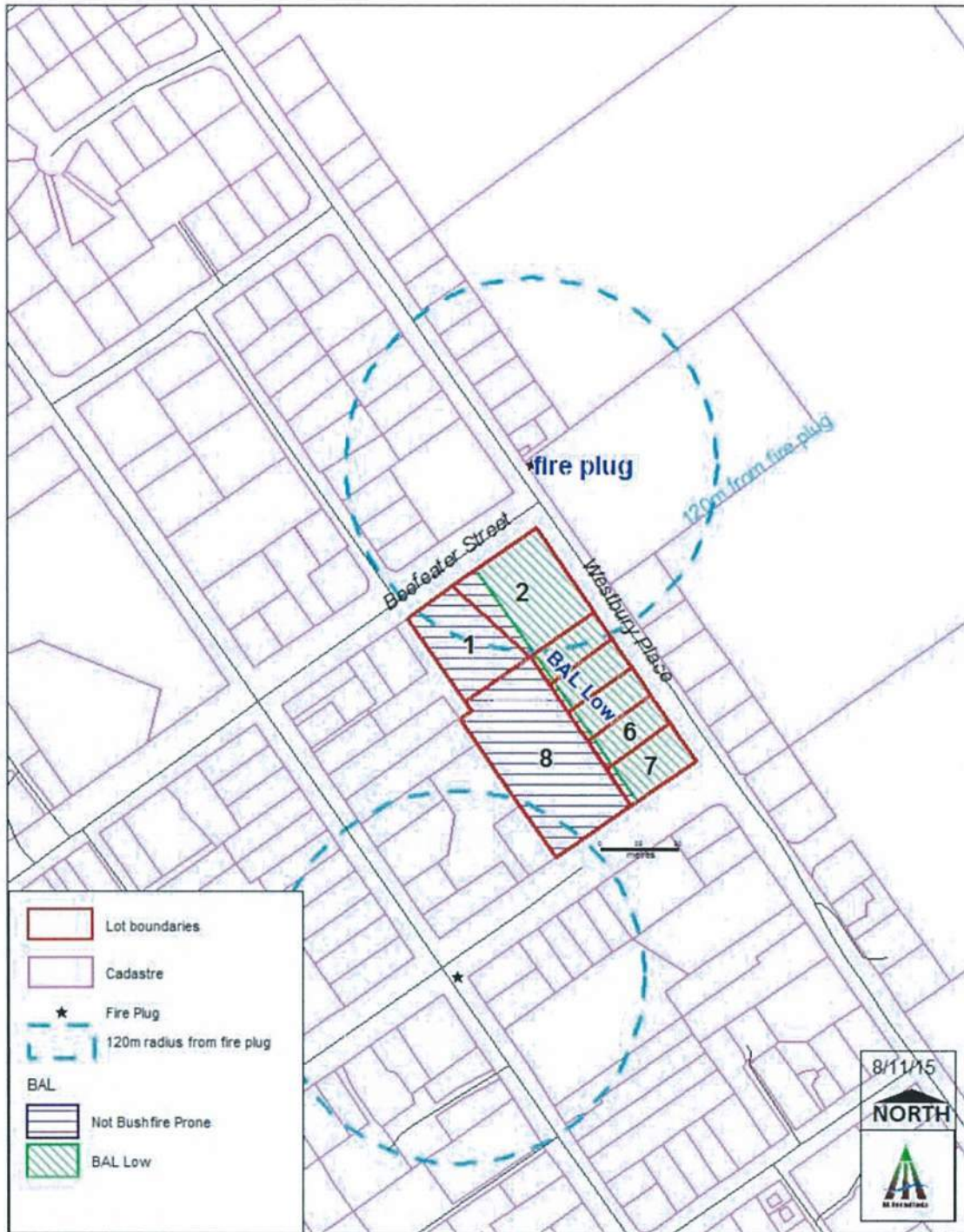


Figure 5: Building Areas



Scott Livingston,  
Accredited Person under part 4A of the Fire Service Act 1979:  
Accreditation # BFP-105

**Attachment 1:** Certificate of Compliance to the Bushfire-prone Area Code under Planning Directive No 5

**Code E1 – Bushfire-prone Areas Code**

<i>Office Use</i>
<i>Date Received</i>
<i>Permit Application No</i>
<i>PID</i>

**Certificate under s51(2)(d) Land Use Planning and Approvals Act 1993**

<b>1. Land to which certificate applies<sup>1</sup></b>	
Name of planning scheme or instrument: Meander Valley Council Planning Scheme 2013	
Use or Development Site	Certificate of Title / PID
Street Address	CT 110148/1, PID 6265202
4 Beefeater Street, Deloraine	
Land that is not the Use or Development Site relied upon for bushfire hazard management or protection	Certificate of Title / PID
N/A	NA
<b>2. Proposed Use or Development (provide a description in the space below)</b>	
An 8 lot subdivision for land at 4 Beefeater, Deloraine	

- Vulnerable Use
- Hazardous Use
- Subdivision
- New Habitable Building on a lot on a plan of subdivision approved in accordance with Bushfire-prone Areas Code.
- New habitable on a lot on a pre-existing plan of subdivision )
- Extension to an existing habitable building
- Habitable Building for a Vulnerable Use

<sup>1</sup> If the certificate relates to bushfire management or protection measures that rely on land that is not in the same lot as the site for the use or development described, the details of all of the applicable land must be provided.

### 3. Documents relied upon<sup>2</sup>

<i>Document or certificate description:</i>	
✓	<p><b>Description of Use or Development<sup>3</sup> (Proposal or Land Use Permit Application)</b></p> <p><b>Documents, Plans and/or Specifications</b></p> <p><i>Title: Plan of Subdivision</i></p> <p><i>Author: PDA Surveyors</i></p> <p><i>Date: 28/11/0/2015</i></p>
✓	<p><b>Bushfire Report<sup>4</sup></b></p> <p><i>Title: BHMP_Sheehan</i></p> <p><i>Author: Scott Livingston</i></p> <p><i>Date: 08/11/15</i></p>
✓	<p><b>Bushfire Hazard Management Plan<sup>5</sup></b></p> <p><i>Title: BHMP_Sheehan</i></p> <p><i>Author: Scott Livingston</i></p> <p><i>Date: 08/11/15</i></p>
✓	<p><b>Other documents</b></p> <p><i>Title: Meander Valley Interim Planning Scheme 2013</i></p> <p><i>Author: Meander Valley Council</i></p> <p><i>Date: 2013</i></p> <p><i>Title: AS 3959-2009 Construction of Buildings in Bushfire Prone Areas</i></p> <p><i>Author: Standards Australia.</i></p> <p><i>Date: 2009</i></p>

<sup>2</sup> List each document that is provided or relied upon to describe the use or development, or to assess and manage risk from bushfire, including its title, author, date, and version.

<sup>3</sup> Identify the use or development to which the certificate applies by reference to the documents, plans, and specifications to be provided with the permit application to describe the form and location of the proposed use or development. For habitable buildings, a reference to a nominated plan indicating location within the site and the form of development is required.

<sup>4</sup> If there is more than one Bushfire Report, each document must be identified by reference to its title, author, date and version.

<sup>5</sup> If there is more than one Bushfire Hazard Management Plan, each document must be identified by reference to its title, author, date and version

#### 4. Nature of Certificate<sup>6</sup>

Applicable Standard	Assessment Criteria	Compliance Test: Certificate of Insufficient Increase in Risk	Compliance Test: Certified Bushfire Hazard Management Plan	Reference to applicable Bushfire Risk Assessment or Bushfire Hazard Management Plan <sup>7</sup>
<b>E1.4 – Use or development exempt from this code</b>				
<input checked="" type="checkbox"/> E1.4. (Identify which exemption applies)		No specific measures required because the use or development is consistent with the objective for each of the applicable standards identified in this Certificate	Not Applicable	
<b>E1.5.1 - Vulnerable Use</b>				
<input checked="" type="checkbox"/> E1.5.1.1 – location or bushfire-prone land	A2	Not Applicable	Tolerable level of risk and provision for evacuation <input type="checkbox"/>	
<b>E1.5.2 - Hazardous Use</b>				
<input checked="" type="checkbox"/> E1.5.2.1 – location or bushfire-prone land	A2	Not Applicable	Tolerable level of risk from exposure to dangerous substances, ignition potential, and contribution to intensify fire <input type="checkbox"/>	
<b>E1.6.1 - Subdivision</b>				
<input checked="" type="checkbox"/> E1.6.1.1 - Hazard Management Area	A1	No specific measure for hazard management <input type="checkbox"/>	Provision for hazard management areas in accordance with: BAL 19 Table 2.4.4 AS3959 <input checked="" type="checkbox"/>	BHMP_Sheehan_v2
E1.6.1.2 - Public Access	A1	No specific public access measure for fire fighting <input type="checkbox"/>	Layout of roads and access is consistent with objective <input checked="" type="checkbox"/>	BHMP_Sheehan_v2
E1.6.1.3 - Water Supply	A1	No specific water supply for fight fighting <input type="checkbox"/>	Water supply is consistent with objective <input type="checkbox"/>	

<sup>6</sup> The certificate must indicate by placing a ✓ in the corresponding □ for each applicable standard and the corresponding compliance test within each standard that is relied upon to demonstrate compliance to Code E.

<sup>7</sup> Identify the Bushfire Risk Assessment report or Bushfire Hazard Management Plan that is relied upon to satisfy the compliance test

		A2 Non-reticulated water supply	No specific water supply measure for fire fighting	<input type="checkbox"/>	Water supply is consistent with objective	✓	BHMP_Sheehan
<input checked="" type="checkbox"/>	<b>E1.6.2 - Habitable Building on lot on a plan of subdivision approved in accordance with Code</b>						
	<i>E1.6.2.1 - Hazard Management Area</i>						
	A1	No specific measure for hazard management	<input type="checkbox"/>	Provision for hazard management areas in accordance with BAL 19 Table 2.4.4 AS3959 and managed consistent with objective	<input type="checkbox"/>		
	A1	No specific private access for fire fighting	<input type="checkbox"/>	Private access is consistent with objective	<input type="checkbox"/>		
	A2	Not Applicable		Private access to static water supply is consistent with objective	<input type="checkbox"/>		
	A1	No specific water supply measure for fire fighting	<input type="checkbox"/>	Water supply is consistent with objective	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<b>E1.6.3 - Habitable Building (pre-existing lot)</b>						
	<i>E1.6.3.1 - Hazard Management Area</i>						
	A1	No specific measure for hazard management	<input type="checkbox"/>	Provision for hazard management is consistent with objective; or	<input type="checkbox"/>		
				Provision for hazard management areas in accordance with BAL 29 Table 2.4.4 AS3959 and managed consistent with objective	<input type="checkbox"/>		
	A1	No specific private access measure for fire fighting	<input type="checkbox"/>	Private access is consistent with objective	<input type="checkbox"/>		
	A2	Not applicable		Private access to static water supply is consistent with objective	<input type="checkbox"/>		
	A1	No specific water supply measure for fire fighting	<input type="checkbox"/>	Water supply is consistent with objective	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<b>E1.6.4 - Extension to Habitable Building</b>						
	<i>E1.6.4.1 - hazard management</i>						
	A1	No specific hazard management measure	<input type="checkbox"/>	Provision for hazard management is consistent with objective; or	<input type="checkbox"/>		

						<input type="checkbox"/> <input type="checkbox"/>	Provision for hazard management areas in accordance with BAL 12.5 Table 2.4.4 AS3959 and managed consistent with objective	
<input checked="" type="checkbox"/>	<b>E1.6.5 – Habitable Building for Vulnerable Use</b>							
	<i>E1.6.5.1 – hazard management</i>	A1	<input type="checkbox"/>	No specific measure for hazard management	<input type="checkbox"/>		Bushfire hazard management consistent with objective; or  Provision for hazard management areas in accordance with BAL 12.5 Table 2.4.4 AS3959 and managed consistent with objective	



**5. Bushfire Hazard Practitioner – Accredited Person**

Name	Scott Livingston	Phone No:	03 6334 1033
Address	40 Tamar St. Launceston, 7250	Fax No:	03 6334 1117
		Email address:	scott@akconsultants.com.au
Fire Service Act 1979 Accreditation No:	BFP-105	Scope:	1, 2, 3A, 3B, 3C

**6. Certification**

I, *Scott Livingston* certify that in accordance with the authority given under the Part 4A of the Fire Service Act 1979 –

<i>The use or development described in this certificate is exempt from application of Code E1 – Bushfire-Prone Areas in accordance with Clause E1.4(a) because there is an insufficient increase in risk to warrant specific measures for bushfire hazard management and/or bushfire protection in order to be consistent with the objective for all of the applicable standards identified in Section 4 of this Certificate</i>	<input type="checkbox"/>
--	--------------------------

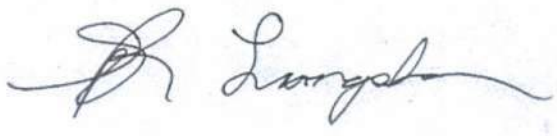
or

<i>There is an insufficient increase in risk to warrant specific measures for bushfire hazard management and/or bushfire protection in order for the use or development described to be consistent with the objective for each of the applicable standards identified in Section 4 of this Certificate.</i>	<input checked="" type="checkbox"/>
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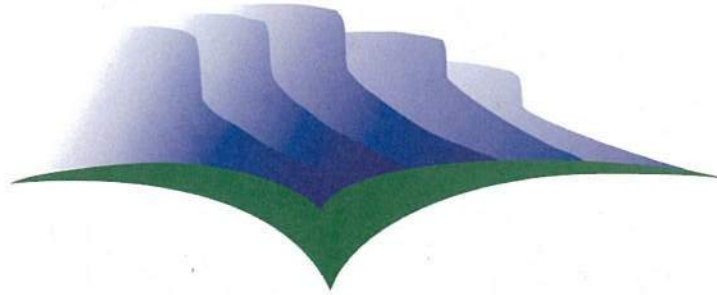
and/or

<i>The Bushfire Hazard Management Plan/s identified in Section 4 of this certificate is/are in accordance with the Chief Officer's requirements and can deliver an outcome for the use or development described that is consistent with the objective and the relevant compliance test for each of the applicable standards identified in Section 4 of this Certificate</i>	<input checked="" type="checkbox"/>
---	-------------------------------------

**Signed**



**Date 08/11/2015**



Meander Valley Council

W O R K I N G T O G E T H E R

## Public Open Space contribution

In accordance with Clause E10.0 of the Meander Valley Interim Planning Scheme 2013 the General Manager gives consent that no land is required for public open space but instead there is to be a cash payment in lieu for PA\16\0080 Subdivision (8 lots) at 4 Beefeater Street, Deloraine (CT 110148/1).

Signed:

Greg Preece  
**GENERAL MANAGER**

17 November 2015

# PLAN OF SUBDIVISION



**PDA Surveyors**

Surveying, Engineering & Planning

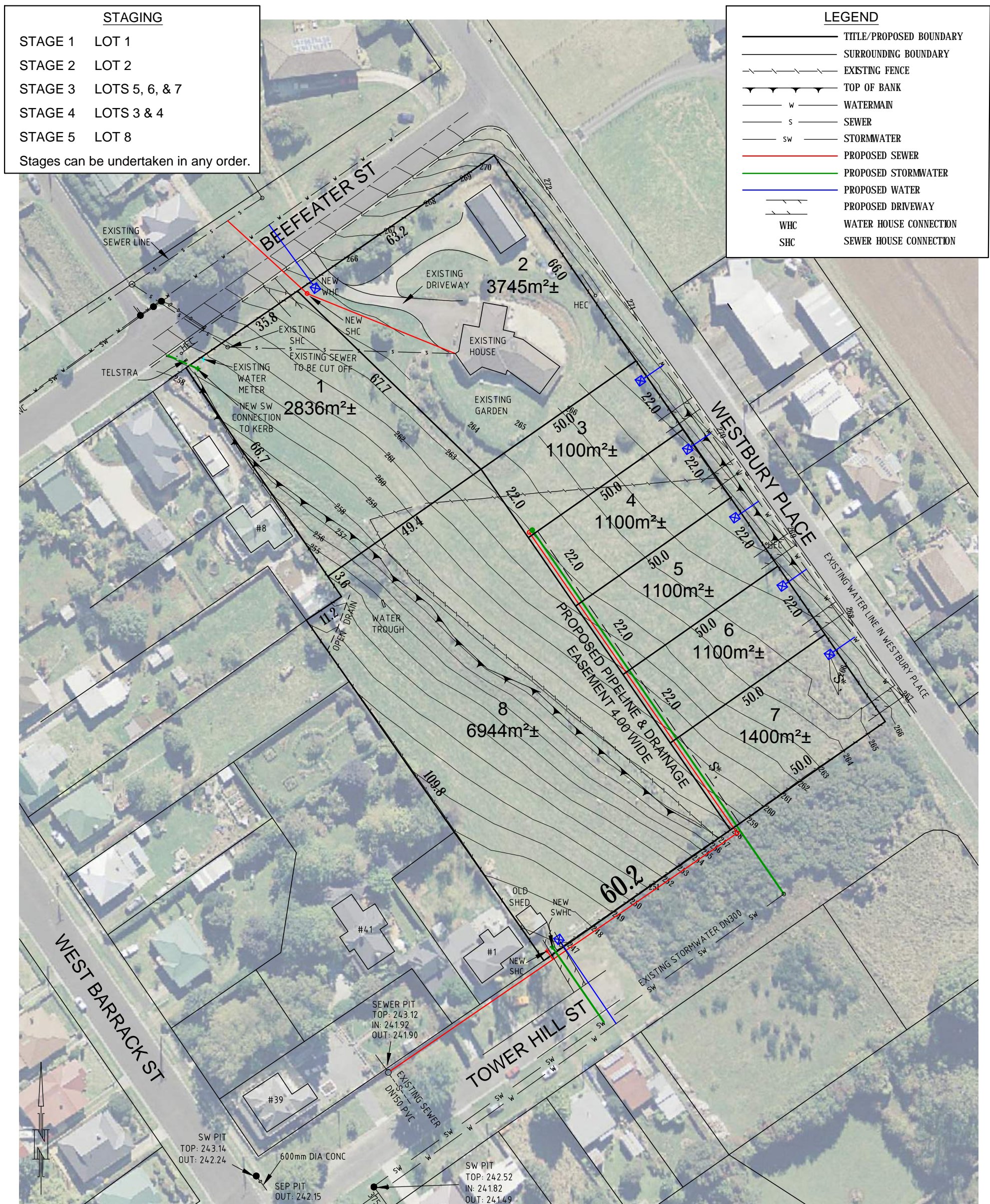
3/23 Brisbane Street Launceston  
Tasmania, PO Box 258  
www.pda.com.au Also at: Kingston,  
Hobart & Burnie

ABN 71 217 806 325

PHONE: +61 03 6234 3217  
FAX: +61 03 6234 5085  
EMAIL: pda.hbt@pda.com.au

Owner	Linda Lucy Sheehan & Peter Maurice Sheehan	Location	4 Beefeater Street, Deloraine	This plan has been prepared only for the purpose of obtaining preliminary subdivision approval from the Council and the information shown hereon should be used for no other purpose. All measurements and areas are subject to final survey.					
Title Ref.	C.T.110148/1	Council	Meander Valley Meander Valley Interim Planning Scheme 2013						
Schedule Of Easements	Nil.								
Scale	1:1000	Date	28 October 2015	Our Ref.	131-06-P05	Map ref:	4640	GDA94 Centroid:	E 471 000 N 5 403 400

Note: Lot 1 to have a single user pump to discharge into the existing SHC



## Submission to Planning Authority Notice

Council Planning Permit No.	PA\16\0080	Council notice date	12/11/2015
<b>TasWater details</b>			
TasWater Reference No.	TWDA 2015/01803-MVC	Date of response	16/11/2015
TasWater Contact	David Boyle	Phone No.	6345 6323
<b>Response issued to</b>			
Council name	MEANDER VALLEY COUNCIL		
Contact details	planning@mvc.tas.gov.au		
<b>Development details</b>			
Address	4 BEEFEATER ST, DELORAINE	Property ID (PID)	6265202
Description of development	Subdivision 8 Lots		
<b>Schedule of drawings/documents</b>			
Prepared by	Drawing/document No.	Revision No.	Date of Issue
PDA Surveyors	131-08-P03		28/10/2015
<b>Conditions</b>			
Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:			
<b>CONNECTIONS &amp; METERING</b>			
<ol style="list-style-type: none"> <li>1. A suitably sized water supply with metered connections / sewerage system and connections to each lot of the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit.</li> <li>2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost.</li> <li>3. Prior to use of the development, a boundary backflow prevention device and water meter must be installed to the satisfaction of TasWater.</li> </ol>			
<b>ASSET CREATION &amp; INFRASTRUCTURE WORKS</b>			
<ol style="list-style-type: none"> <li>4. Plans submitted with the application for Engineering Design Approval must, to the satisfaction of TasWater show, all existing, redundant and/or proposed property services and mains.</li> <li>5. Prior to applying for a Permit to Construct to construct new infrastructure the developer must obtain from TasWater formal Engineering Design Approval for new TasWater infrastructure. The application for Engineering Design Approval must include engineering design plans prepared by a registered professional engineer/suitably qualified person showing the hydraulic servicing requirements for water and sewerage to TasWater's satisfaction.</li> <li>6. Prior to works commencing, a Permit to Construct must be applied for and issued by TasWater. All infrastructure works must be inspected by TasWater and be to TasWater's satisfaction.</li> </ol>			

7. In addition to any other conditions in this permit, all works must be constructed under the supervision of a qualified engineer in accordance with TasWater's requirements.
8. Prior to Consent to Register a Legal Document all additions, extensions, alterations or upgrades to TasWater's water and sewerage infrastructure required to service the development, generally as shown on the concept servicing plan/ "PDA Surveyors 131-08-P03", are to be at the expense of the developer and performed by a contractor approved by TasWater, to the satisfaction of TasWater.
9. After testing/disinfection, to TasWater's requirements, of newly created works, the developer must apply to TasWater for connection of these works to existing TasWater infrastructure, at the developer's cost.
10. At practical completion of the infrastructure water and sewerage works and prior to TasWater issuing a Consent to Register a Legal Document the developer must obtain a Certificate of Practical Completion from TasWater for the works that will be transferred to TasWater. After the Certificate of Practical Completion has been issued, a 12 month defects liability period applies to this infrastructure. During this period all defects must be rectified at the developer's cost and to the satisfaction of TasWater. A further 12 month maintenance period may be applied to defects after rectification. TasWater may, at its discretion, undertake rectification of any defects at the developer's cost. The maintenance period will be deemed to be complete on issue of a "Certificate of Final Acceptance" from TasWater. To obtain a Certificate of Practical Completion:
  - a) Written confirmation from a qualified engineer certifying that the works have been constructed in accordance with the TasWater approved plans and specifications and that the appropriate level of workmanship has been achieved.
  - b) A request for a joint on-site inspection with TasWater's authorised representative must be made.
  - c) Security for the twelve (12) month defects liability period to the value of 10% of the works must be lodged with TasWater. This security must be in the form of a bank guarantee.
  - d) As Constructed Drawings must be prepared by a qualified Surveyor to TasWater's satisfaction and forwarded to TasWater.
11. Upon completion, to TasWater's satisfaction, of the defects liability period the newly constructed infrastructure will be transferred to TasWater and the developer must request TasWater to issue a "Certificate of Final Acceptance".
12. The developer must take all precautions to protect existing TasWater infrastructure. Any damage caused to existing TasWater infrastructure during the construction period must be promptly reported to TasWater and repaired by TasWater at the developer's cost.
13. Ground levels over the TasWater assets /easements must not be altered without the written approval of TasWater.

#### **FINAL PLANS, EASEMENTS & ENDORSEMENTS**

14. Prior to the Sealing of the Final Plan of Survey, the developer must obtain a Consent to Register a Legal Document from TasWater and the certificate must be submitted to the Council as evidence of compliance with these conditions when application for sealing is made;
15. Pipeline easements must be created over proposed sewerage pipelines on TasWater's standard pipeline easement conditions. Pipeline easement width, location of easements relative to pipes, and terms and conditions must be to TasWater's satisfaction.

**DEVELOPMENT ASSESSMENT FEES**

16. The applicant or landowner as the case may be, must pay a development assessment and Consent to Register a Legal Document fee to TasWater for this proposal of:
- a. \$456.00 for development assessment; and
  - b. \$216.00 for Consent to Register a Legal Document as approved by the Economic Regulator and the fees will be indexed as approved by the Economic Regulator from the date of:
    - a. The Submission to Planning Authority Notice for the development assessment fee; and
    - b. The Consent to Register a Legal Document for the Legal Document until the date they are paid to TasWater; and payment is required within 30 days from the date of the invoice.
17. In the event Council approves a staging plan, a Consent to Register a Legal Document fee for each stage, must be paid commensurate with the number of Equivalent Tenements in each stage, as approved by Council.

**Advice**

For information on TasWater development standards, please visit <http://www.taswater.com.au/Development/Development-Standards>

For information regarding headworks, further assessment fees and other miscellaneous fees, please visit <http://www.taswater.com.au/Development/Fees---Charges>

For application forms please visit <http://www.taswater.com.au/Development/Forms>

The developer is responsible for arranging to locate existing TasWater infrastructure and clearly showing it on any drawings. Existing TasWater infrastructure may be located by TasWater (call 136 992) on site at the developer’s cost, alternatively a surveyor and/or a private contractor may be engaged at the developers cost to locate the infrastructure.

**Advice to Planning Authority (Council) and developer on fire coverage**

TasWater cannot provide a supply of water for the purposes of firefighting to the lots on the plan.

**Declaration**

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

**Authorised by**



**Jason Taylor**

Development Assessment Manager

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

**From:** David Hudson  
**Sent:** 10 Dec 2015 14:33:58 +1100  
**To:** Planning @ Meander Valley Council  
**Subject:** Pa/16/0080

Dear sir/madam

Received notice on development reference number pa/16/0080

As the owners of 49 Westbury place Deloraine we wish to have a height restriction on any house dwelling on these lots ,housing must be only a single level (no high pitch roof ,no garage underneath the house ,single level must be just that .

Please keep this notice for future reference

Many thanks

David Hudson

Howard Hor

0418162770

49 Westbury place

Deloraine tas 7304

Sent from my iPad

**From:** Allan Graham  
**Sent:** 13 Dec 2015 13:34:07 +1100  
**To:** Meander Valley Council Email  
**Subject:** Planning 4 Beefeater St Deloraine

Allan Graham 45 Westbury Place Deloraine. 0417159610

reference nr PA\16\0080.

My concern is that if any construction that interferes with our views that we enjoy at this time, that is any two story plus building blocking our view. A height restriction would be a consideration.

regards Allan Graham.

PS this message was sent back to me on 11th undeliverable from [planning@mvc.tas.gov.au](mailto:planning@mvc.tas.gov.au)



# **GOV 1 ANNUAL PLAN – QUARTERLY REVIEW – DECEMBER 2015**

## **1) Introduction**

The purpose of this report is for Council to consider the December quarterly review of the Annual Plan.

## **2) Background**

Section 71 of the Local Government Act 1993 requires Council to prepare an Annual Plan. This plan provides details of the works and programs to be undertaken by Council and is the organisation's commitment to both Councillors and the community that these works and programs will be delivered.

## **3) Strategic/Annual Plan Conformance**

This performance report relates directly to the achievement of the Annual Plan.

## **4) Policy Implications**

Not Applicable

## **5) Statutory Requirements**

It is a requirement of the Local Government Act 1993 that Council prepares and approves an Annual Plan.

## **6) Risk Management**

Not Applicable

## **7) Consultation with State Government and other Authorities**

Not Applicable

## **8) Community Consultation**

Not Applicable

## 9) Financial Impact

Not Applicable

## 10) Alternative Options

Not Applicable

## 11) Officers Comments

An outstanding result has been achieved for the December quarter with 134 targets being met.

Two activities have been cancelled:-

<b>Program</b>	<b>Services to Young People</b>
<b>Activity 1.6.1</b>	<b>Conduct School Holiday Program</b>
<b>Target:</b>	<b>Conduct and Report</b>
<b>Comment:</b>	<b>Activity cancelled</b> Insufficient numbers to run program.

<b>Program</b>	<b>Human Resources</b>
<b>Activity 2.3.1</b>	<b>Continue to participate in working group on the project to modernise the Pay Descriptors and Bands as required by the Workplace Agreement.</b>
<b>Target:</b>	<b>Attend working group meetings</b>
<b>Comment:</b>	<b>Activity cancelled</b> The working group has completed its part of the project and will not be meeting again therefore the December and March Activities can be cancelled.

Three activities have been deferred:-

<b>Program</b>	<b>Financial Services</b>
<b>Activity 2.1.5</b>	<b>Participate in Northern Councils' review of insurances and brokerage service</b>
<b>Target:</b>	<b>Commence Review</b>
<b>Comment:</b>	<b>Activity deferred</b> The consultant facilitating this project on behalf of the Northern Councils has advised it will commence in February 2016 with completion in May 2016 therefore this Activity will be completed over the March and June quarters.

**Program** Land Use & Planning  
**Activity 4.1.10** Develop a Vision and Purpose Statement for Westbury Public Recreation Spaces

**Target:** Community consultation

**Comment:** Activity deferred

The delayed adoption of the Annual Plan in 2015 has put a few programs behind schedule. In addition, the delay has also provided 'room' for the discussions and project planning for the new facility at the Westbury Recreation Ground to proceed.

**Program** General Inspector  
**Activity 4.5.1** Annual Audit of Dog Registrations

**Target:** Conduct Audit

**Comment:** Activity deferred

This has been deferred until early 2016. The exceptionally dry Spring and advice from the Bureau of Metrology regarding the 2015 – 2016 fire season shifted the focus of the General Inspector to fire abatement and fuel reduction. The dog registration audit has been planned and will commence in the March quarter.

**AUTHOR:** Rick Dunn  
ACTING GENERAL MANAGER

## 12) Recommendation

***It is recommended that Council receive and note the Annual Plan review for the December 2015 quarter.***

## **DECISION:**



**2015/2016  
December  
Quarterly Review**



Meander Valley Council

# Meander Valley Council Annual Plan 2015/2016

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# Meander Valley Council Annual Plan 2015/2016

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# Meander Valley Council Annual Plan 2015/2016

## Overview

The Annual Plan outlines the programs and services Council intends to deliver throughout the year. These programs and services comprise of new and upgraded services, replacing existing or simply maintaining what already exists.

The coming year will see Council deliver the following projects -

- Continue with community engagement to finalise Council's Waste Management Strategy;
- Continue to work with the Tasmanian Planning Taskforce to develop the Local Provision Schedules for Council's new statewide based planning scheme;
- Continue to work with the Tasmanian Planning Commission to rezone the land identified in the Hadspen Outline Development Plan;
- Develop further stormwater system management plans in line with the risk assessment action plan;
- Deliver projects identified in the Prospect Vale/Blackstone Heights Structure Plan and Hadspen and Westbury Outline Development Plans;
- Negotiate a new workplace agreement of Council by 30 June 2016;
- Continue with a variety of projects to reduce energy consumption and improve energy efficiencies on Council properties.

Council will undertake a regular inspection program for Place of Assembly and Food Premises Licences, and co-ordinate immunisation clinics.

There is an ongoing commitment to continue Council's involvement in the Northern Tasmania Development to deliver the Regional Futures Plan.

Along with other councils in the region, Council will participate in a service delivery benchmarking project, which will be used to identify opportunities for shared services or resource sharing between councils. This project will conform to the State Government's criteria for local government reform and improved service delivery.

Once again an extensive Capital Works Program, valued at \$8.862, million will be delivered. The value of the works approved is in line with the projections in the Long Term Financial Plan, with \$2.5 million of this figure being allocated to building new and upgraded infrastructure.

# Meander Valley Council Annual Plan 2015/2016

## Fast Facts about the Meander Valley

Rateable assessments	9,823
Capital value of properties	\$3,131,348,600
Adjusted Assessed annual value of properties	\$141,145,922
Residential population	19,543
Geographical area	3,821 sq kms
Number of Councillors	9
Sealed Roads	550kms
Unsealed Roads	254kms
Bridges	223



Meander Valley is a large and diverse area of Tasmania's northern region, which offers an assortment of enticing lifestyle opportunities. The varying landscape ranges from alpine mountain peaks to extensively forested areas, productive agricultural lands, historic towns and villages, and the urban community of Launceston. There are abundant small businesses and major enterprises, such as Country Club Tasmania and Tasmanian Alkaloids which offer great employment prospects to locals.

The Meander Valley skyline is dominated by the mountains of the Great Western Tiers and World Heritage Area, which form a dramatic backdrop to a rural landscape that in many areas is divided by traditional English hedges. Small townships and villages are found throughout the area. The seamless combination of mountains and rural landscapes, villages and townships gives Meander Valley its unique look and feel; something that visitors recognise as distinctly Tasmanian.



# Meander Valley Council Annual Plan 2015/2016

## Budget Estimates

	2014-2015	2015-2016
<b>Revenue:</b>		
Rate Revenue	10,262,600	10,832,600
Fees and User Charges	1,106,900	1,119,300
Contributions and Donations	326,800	350,600
Interest	1,086,300	961,300
Grants and Subsidies	5,623,900	6,093,200
Other Revenue	945,000	995,900
<b>Total Operating Revenue:</b>	<b>19,351,500</b>	<b>20,352,900</b>
<b>Operating Expenditure:</b>		
Employee Costs	5,868,300	6,028,000
Maintenance and Working Expenses	5,777,700	6,054,400
Interest on Loans	311,300	311,300
Depreciation	5,168,400	4,963,400
Payments to Government Authorities	990,800	1,028,600
Other Payments	225,200	236,300
<b>Total Operating Expenditure:</b>	<b>18,341,700</b>	<b>18,622,000</b>
<b>Operating Surplus/Deficit:</b>	<b>1,009,800</b>	<b>1,730,900</b>
<b>Underlying Surplus/(Deficit)</b>	<b>39,400</b>	<b>839,900</b>
<b>Capital Expenditure</b>	<b>7,871,000</b>	<b>8,862,000</b>
<b>Repayment of Loans:</b>		
<b>Asset Sales:</b>	<b>285,000</b>	<b>215,000</b>
<b>Closing Cash Balance:</b>	<b>18,325,200</b>	<b>19,360,115</b>
<b>Net assets:</b>	<b>278,825,300</b>	<b>232,800,000</b>

# Meander Valley Council Annual Plan 2015/2016

## Rating Policy

The following rating policies will apply for 2015-2016:

Payment Method:	Ratepayers are provided with the option of paying their rates in full, with no discount for early payment, or paying their rates in four approximately equal instalments due on 31 August 2015, 30 October 2015, 29 January 2016 and 31 March 2016.
Penalties for late payment:	Any late payment of rates and charges will be subject to daily interest at a rate equivalent to 8.46% per annum.
General rate:	All rateable properties are applied a General Rate of 5.9307 cents in the \$ of AAV with a minimum charge of \$135.
Waste Management:	For properties without a kerbside collection service the charge is \$30. For each separate service where kerbside garbage and/or green-waste and recycling collection is provided the charge is \$160 for the standard collection of one 80L mobile garbage bin and one mobile recycling bin or \$188 for the extra capacity collection of one 140L mobile garbage bin and one mobile recycling bin or \$346 for one 240L mobile garbage and one mobile recycling bin.
Fire Levies:	All properties within the municipal area are rated based on the income requirements of the State Fire Commission.  Properties within the Launceston Permanent Brigade District are applied a rate of 1.3672 cents in the \$ of AAV with a minimum of \$38.  Properties within the Volunteer Brigade Districts are applied a rate of 0.3835 cents in the \$ of AAV with a minimum of \$38.  All other properties are applied a rate of 0.3664 cents in the \$ of AAV with a minimum of \$38.

### SUMMARY

December 2015 Quarterly Review

Area	Number of Targets (excl Canc)	No of Targets Met (excl Canc)	Conformance
<b>1. Governance</b>	37	37	100%
<b>2. Corporate Services</b>	16	16	100%
<b>3. Infrastructure Services</b>	36	36	100%
<b>4. Development Services</b>	21	21	100%
<b>5. Works</b>	11	11	100%
<b>6. Economic Development</b>	13	13	100%
<b>OVERALL TOTALS</b>	134	134	100%

Action Definitions for Reporting Purposes:  
Ongoing; In Progress; Achieved; Cancelled; Deferred; Not Achieved

# Meander Valley Council Annual Plan 2015/2016



## POLICY REVIEW

POLICY REVIEWS	Audit Panel By 22/9	Council By 31/12	Audit Panel By 22/12	Council By 31/3	Audit Panel By 23/3	Council By 30/6
<b>Governance:</b> <ul style="list-style-type: none"> <li>• Risk Management</li> <li>• Disability Access</li> <li>• Leave of Absence from Meetings</li> <li>• Townscape Rate Incentive Scheme</li> <li>• Managing Public Appeals</li> </ul>	1 69	1 69	29 55	29 55	73	73
<b>Corporate Services:</b> <ul style="list-style-type: none"> <li>• Information Management</li> <li>• Writing off Debts</li> <li>• Investment of Surplus Council Funds</li> </ul>	45 68	45 68	71	71		
<b>Infrastructure Services:</b> <ul style="list-style-type: none"> <li>• Fencing - Council owned land</li> <li>• Subdivision Servicing</li> <li>• New and Gifted Assets</li> </ul>	15	15	13 77	13 77		
<b>Development Services:</b> <ul style="list-style-type: none"> <li>• Environmental Compliance and Enforcement</li> <li>• Heritage Advice</li> <li>• Stated development Schemes under Strat Titles Act 1998</li> <li>• Pursuit of Illegal Buildings</li> </ul>	63 44	63 44	65 79	65 79		
<b>Works:</b> <ul style="list-style-type: none"> <li>• Nil</li> </ul>						

# Meander Valley Council Annual Plan 2015/2016



<b>Economic Development and Sustainability</b> <ul style="list-style-type: none"><li>• Communication Policy for the Media</li></ul>					49	49
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# Meander Valley Council Annual Plan 2015/2016



## DOCUMENT REVIEW

OPERATION Document Reviews	By 30 September	By 31 December	By 31 March	By 30 June
<b>Governance:</b> Style Manual Delegations Special Committees of Council Business Continuity Plan Code of Conduct Sport and Recreation Action Plan 2012-2015		Style Manual Delegations Special Committees of Council Business Continuity Plan		Code of Conduct Sport and Recreation Action Plan 2012-2015
<b>Corporate Services:</b> Nil				
<b>Infrastructure Services:</b> Municipal Emergency Management Plan		Municipal Emergency Management Plan		
<b>Development Services:</b> Nil				
<b>Works:</b> Nil				
<b>Economic Development and Sustainability</b> Nil				

## Meander Valley Council Annual Plan 2015/2016



Due for review (other than annually):

Business Continuity Plan (biennial, next review 2017/18)

Code of Tendering and Contracts (every four years, next review 2018/19)

Human Resource Policy Manual (every 3 years – next review 2016/17)

Public Interest Disclosures Act 2002 - Model Procedures (every three years, next review 2017/18)

Code of Conduct (within 12-months of an ordinary election, next review 2015/16 – next review dependent on adoption by State Govt)

Customer Service Charter (biennial, next review 2016/17)

Meander Valley Community Safety Plan 2015 -2017 (every 3 years – next review 2017/18)

Sport and Recreation Action Plan 2012-2015 (every 3 years – next review 2018/19)

Municipal Emergency Management Plan (every 2 years – next review 2017/18)

Economic Development Strategy 2012-2017 (every 5 years – next review 2017/18)

Strategic Asset Management Plan (every 4 years – next review 2019/20)

Evacuation Plans for Council Buildings (every 5 years)

Due for review annually

Style Manual

Delegations

Special Committees of Council

# Meander Valley Council Annual Plan 2015/2016



## Governance and Community Services

Directorate	<b>1. Governance &amp; Community Services</b>	Program number and title	<b>1.1 Secretarial &amp; Administrative support</b>
Program Objective	To undertake functions to ensure compliance with legislative requirements		

### Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Deliver Annual Plan	Prepare quarterly review <b>Achieved</b>	Prepare quarterly review <b>Achieved</b>	Prepare quarterly review	Prepare quarterly review. Prepare 2016/17 Annual Plan	<b>5.6.1</b> – Implement processes to ensure compliance with the Local Government Act and other relevant legislation
2	Prepare Annual Report	Complete draft for printing <b>Achieved</b>	Complete report and present at AGM <b>Achieved</b>			<b>5.6.1</b> – Implement processes to ensure compliance with the Local Government Act and other relevant legislation
3	Conduct Annual General Meeting (AGM)		Advertise, organise and conduct AGM <b>Achieved</b>			<b>5.6.1</b> – Implement processes to ensure compliance with the Local Government Act and other relevant legislation
4	Prepare Council Meeting Agendas and Minutes, Briefing Reports and Workshop Agendas	Prepare for each Meeting <b>Achieved</b>	Prepare for each meeting <b>Achieved</b>	Prepare for each meeting	Prepare for each meeting	<b>5.6.1</b> – Implement processes to ensure compliance with the Local Government Act and other relevant legislation
5	Policy Review	Review as per schedule	Review as per schedule	Review as per schedule	Review as per schedule	<b>5.6.1</b> – Implement processes to ensure compliance with the

# Meander Valley Council Annual Plan 2015/2016



		<b>Achieved</b>	<b>Achieved</b>			Local Government Act and other relevant legislation
6	Conduct Australia Day (AD) event	Review AD criteria. Call for nominations <b>Achieved</b>	Assess nominations. Plan civic function <b>Achieved</b>	Conduct a civic function on AD		<b>3.2.2</b> - Support local events and activities that respond to a community need
7	Operations Document Review	Review as per schedule  <b>Achieved</b>	Review as per schedule  <b>Achieved</b>	Review as per schedule	Review as per schedule	<b>5.6.1</b> – Implement processes to ensure compliance with the Local Government Act and other relevant legislation

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC	Personal Assistant
2	\$3,000	MVC	Personal Assistant
3	N/A	MVC	Personal Assistant
4	N/A	MVC	Personal Assistant
5	N/A	MVC	General Manager
6	\$5,000	MVC	Personal Assistant
7	N/A	MVC	General Manager

## Action performance targets

No.	Performance target
4	Agenda is prepared and distributed 4 days before each Council meeting. Draft meeting minutes are completed and distributed within 4 days of each Council meeting
5	Policies reviewed by Council
7	Documents reviewed by Council



# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>1. Governance &amp; Community Services</b>	Program number and title	<b>1.2 Risk Management</b>
Program Objective	Minimise risk to our people and the public		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Implement Risk Management Framework	Action the framework <b>Achieved</b>	Action the framework <b>Achieved</b>	Action the framework	Action the framework	<b>5.6.2</b> – Implement and review the Risk Management Framework
2	Implement the Internal Audit Program	Review of Audit outcomes <b>Achieved</b>	Conduct Audit <b>Achieved</b>	Review of Audit outcomes	Conduct Audit	<b>5.6.2</b> – Implement and review the Risk Management Framework
3	Conduct Risk Management Committee meeting	Conduct meeting <b>Achieved</b>	Conduct meeting <b>Achieved</b>	Conduct meeting	Conduct meeting	<b>5.6.2</b> – Implement and review the Risk Management Framework
4	Review Business Continuity Plan (BCP)	Review BCP <b>In Progress</b>	BCP to Audit Panel <b>In Progress</b>	BCP to be approved by Council		<b>5.1.1</b> - Review and management of Councils Business Continuity Plan
5	Co-ordinate functions of the Audit Panel	Conduct meeting as per Audit Schedule <b>Achieved</b>		Conduct two meetings as per Audit Schedule	Conduct meeting as per Audit Schedule	<b>5.6.8</b> – Support the operation of the internal Audit Panel

# Meander Valley Council Annual Plan 2015/2016



## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$25,000	MVC and Consultant	Director Gov and CS
2	N/A	MVC and Consultant	Director Gov and CS
3	N/A	MVC	Director Gov and CS
4	\$15,000	MVC and Consultant	Director Gov and CS
5	\$15,000	MVC and independent resource	Director Gov and CS

## Action performance targets

N/A

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>1. Governance &amp; Community Services</b>	Program number and title	<b>1.3 Employee Health &amp; Safety Management</b>
Program Objective	To provide a safe place of work for our people and to measure and monitor our employer obligations.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Health and Safety Committee operation	Conduct quarterly meeting <b>Achieved</b>	Conduct quarterly meeting <b>Achieved</b>	Conduct quarterly meeting	Conduct quarterly meeting	<b>5.4.5</b> - Develop and implement a Workplace Health and Safety Program
2	Conduct Driver training course	Organise course <b>Achieved</b>	Course held <b>Achieved</b>	Review effectiveness of course		<b>5.4.5</b> - Develop and implement a Workplace Health and Safety Program
3	Deliver a Health and Wellbeing Program	Conduct quarterly meeting and implement programs <b>Achieved</b>	Conduct quarterly meeting and implement programs <b>Achieved</b>	Conduct quarterly meeting and implement programs	Conduct quarterly meeting and implement programs	<b>5.4.5</b> - Develop and implement a Workplace Health and Safety Program

## Meander Valley Council Annual Plan 2015/2016



4	Conduct emergency evacuation drills		Conduct drill – Council Office and GWTVC <b>Achieved</b>		Conduct drill – Council Office and GWTVC	<b>5.4.5</b> - Develop and implement a Workplace Health and Safety Program
5	Conduct Staff Survey	Implement Action Plan <b>Achieved</b>	Issue survey <b>Achieved</b>	Report to staff on results of survey. Prepare action plan	Implement action plan	<b>5.4.3</b> - Effectively manage and support Council's human resources
6	Workplace Consultative Committee operation	Conduct quarterly meeting <b>Achieved</b>	Conduct quarterly meeting <b>Achieved</b>	Conduct quarterly meeting	Conduct quarterly meeting	<b>5.4.3</b> - Effectively manage and support Council's human resources
7	Review Evacuation Plans				Review Plans	<b>5.4.5</b> – Develop and implement a Workplace Health and Safety Programme

### Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC	Director Gov and CS and H and S Committee
2	\$3,500	Contract	Director Gov and CS and H and S Committee
3	\$15,000	MVC and Contract	Director Gov and CS and H and Wellbeing Committee
4	N/A	MVC	Director Gov and CS and Fire Wardens
5	\$4,000	MVC and Contract	General Manager
6	N/A	MVC	General Manager
7	N/A	MVC	Director Gov and CS/Fire Wardens/Property M'tment Officer

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>1. Governance &amp; Community Services</b>	Program number and title	<b>1.4 Other Governance functions</b>
Program Objective	To provide good governance		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Participation in Northern Tasmania Development (NTD)	Attend NTD Local Government Committee Meeting <b>Achieved</b>	Attend NTD Local Government Committee Meeting <b>Achieved</b>	Attend NTD Local Government Committee Meeting	Attend NTD Local Government Committee Meeting	<b>5.5.4</b> Participate and support the operation of Northern Tasmania Development
2	Prepare a Council Delivery Plan	Present Plan to Council for approval <b>In Progress</b>		Update Delivery Plan	Present Plan to Council for approval	<b>5.1.3</b> Co-ordinate and preparation of Council's integrated planning and reporting framework
3	Convene meetings of the Customer Service Group	Conduct meeting <b>Achieved</b>	Conduct meeting <b>Achieved</b>	Conduct meeting	Conduct meeting	<b>5.1.3</b> Co-ordinate and preparation of Council's integrated planning and reporting framework
4	Convene meetings of the Merit User Group	Conduct meeting <b>Achieved</b>	Conduct meeting <b>Achieved</b>	Conduct meeting	Conduct meeting	<b>5.1.3</b> Co-ordinate and preparation of Council's integrated planning and reporting framework
5	Provide support to the Townscape Reserves and Parks Special Committee (TRAP)	Conduct meeting and report on outcomes <b>Achieved</b>	Conduct meeting and report on outcomes <b>Achieved</b>	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes	<b>4.2.3</b> Provide support to Council's Townscape, Reserves and Parks (TRAP) Special Committee

## Meander Valley Council Annual Plan 2015/2016



6	Review Council's Delegation Register		Review register <b>In Progress</b>			<b>5.1.3</b> Co-ordinate and preparation of Council's integrated planning and reporting framework
7	Prepare Human Resources Plan			Prepare framework for Plan	Begin consultation with staff	<b>5.4.1</b> – Prepare a Human Resources Plan that supports the future operations of Council
8	Participate in benchmarking project with other Councils in the northern region	Engage a consultant to undertake project <b>In Progress</b>	Deliver report to Council <b>In Progress</b>	Develop future Action Plan	Develop future Action Plan	<b>5.5.1</b> – Participate in and support regional programs for resource sharing

### Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$60,000	MVC	General Manager
2	N/A	MVC	General Manager
3	N/A	MVC	Director Gov and CS
4	N/A	MVC	Director Gov and CS
5	N/A	MVC	Director Gov and CS
6	N/A	MVC and Consultant	General Manager
7	N/A	MVC	General Manager
8	\$15,000	MVC and Consultant	General Manager

### Action performance targets

N/A

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>1. Governance &amp; Community Services</b>	Program number and title	<b>1.5 Community Development</b>
Program Objective	Working with the community for the benefit of all		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Facilitate the operation of the Meander Valley Community Safety Group	Conduct meeting and report on progress <b>Achieved</b>	Conduct meeting and report on progress <b>Achieved</b>	Conduct meeting and report on progress	Conduct meeting and report on progress	<b>4.1.1</b> - Assist in the promotion of community safety and health issues across the local government area
2	Deliver the Community Grants Program (including community, special events and sport and recreation)	Acquit Round 1 and advertise  <b>Achieved</b>	Acquit Round 2 and advertise  <b>Achieved</b>	Acquit Round 3 and advertise	Acquit Final Round and advertise Conduct Grants Information Forum	<b>3.2.1</b> - Provide the Community Grants Program
3	Conduct the Meandering Art Exhibition	Establish Schools artist in residence workshops  <b>Achieved</b>	Evaluate school workshops  <b>Achieved</b>	Conduct Meandering exhibition	Evaluate Meandering Exhibition Advertise Schools' artist in residence workshops to schools	<b>3.1.1</b> - Conduct initiatives that support the visual and performing arts
4	Manage the Community Directory	Report on progress <b>Achieved</b>	Report on progress <b>Achieved</b>	Report on progress	Report on progress	<b>3.1.3</b> - Support and develop volunteering across the local government area

# Meander Valley Council Annual Plan 2015/2016



5	Deliver Positive Ageing Programs	Report on progress <b>Achieved</b>	Report on progress <b>Achieved</b>	Report on progress	Report on progress	<b>3.1.2</b> - Assist opportunities for positive ageing
6	Develop and manage the Public Arts Policy		Establish advisory group <b>Achieved</b>	Report on progress	Report on progress	<b>3.1.1</b> - Conduct initiatives that support the visual and performing arts
7	Provide Strategic Business and Planning assistance to community groups	Report on progress  <b>Achieved</b>	Report on progress  <b>Achieved</b>	Report on progress	Report on progress	<b>3.1.3</b> – Support and develop volunteering across the local government area <b>3.3.3</b> - Provide Strategic and Business Planning assistance to community groups and sporting groups

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$1,000	MVC/DIER	Community Development Manager
2	\$85,000	MVC	Community Development Manager/Admin support
3	\$5,000	MVC	Community Development Manager/Personal Assistant
4	\$2,000	MVC	Community Development Manager
5	\$2,000	MVC	Community Development Manager
6	N/A	MVC	Community Development Manager
7	N/A	MVC	Community Development Manager

## Action performance targets

No.	Performance target
1	Meetings held and goals achieved
2	Number and range of grant applications
3	Number of schools and artists participating
4	Number and currency of registrations
5	Range of programs delivered
6	Advisory group established
7	Number of planning assistances undertaken



# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>1. Governance &amp; Community Services</b>	Program number and title	<b>1.6 Services to young people</b>
Program Objective	To address and support the needs of young people through responsive and participatory approaches		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Conduct School Holiday Program	Conduct and report <b>Cancelled</b>	Conduct and report <b>Cancelled</b>	Conduct and report	Conduct and report Evaluate overall outcomes	<b>3.4.1</b> - Provide activity opportunities for young people
2	Conduct Stepping Stones Camps	Conduct program Grades 9-12 <b>Achieved</b>	Conduct program Grades 6 -8 <b>Achieved</b>	Conduct program 18-25 age group	Evaluate overall outcomes	<b>3.3.1</b> - Facilitate opportunities for self-development and leadership
3	Conduct Working Well with Young People Program (subject to numbers)	Conduct program <b>Cancelled</b>				<b>3.3.2</b> - Provide training opportunities for community volunteers
4	Conduct 'National Youth Week' Event			Prepare and advertise event	Conduct event	<b>3.4.1</b> - Provide activity opportunities for young people
5	Facilitate outdoor recreation programs	Conduct program <b>Achieved</b>	Conduct program <b>Achieved</b>	Conduct program	Conduct program	<b>3.3.2</b> - Provide training opportunities for community volunteers

# Meander Valley Council Annual Plan 2015/2016



## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$8,000	MVC/DHHS/Contract	Community Officer/Community Support Officer
2	\$10,000	MVC and Contract	Community Officer
3	N/A	MVC	Community Officer/Community Development Manager
4	\$2,000	MVC/DPAC	Community Support Officer/Community Officer
5	N/A	MVC	Community Officer

## Action performance targets

No.	Performance target
1	Programs conducted and evaluated
2	Camps conducted and evaluated
3	Program conducted and evaluated
4	Event conducted and evaluated
5	Program conducted and evaluated

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>1. Governance &amp; Community Services</b>	Program number and title	<b>1.7 Recreation and Sport Services</b>
Program Objective	To provide current and future recreation and sport programs and facilities		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Support the operation of the Recreation Co-Ordination Group	Conduct meeting <b>Achieved</b>	Conduct meeting <b>Achieved</b>	Conduct meeting	Conduct meeting	<b>4.2.1</b> - Facilitate the management of recreation facilities throughout Meander Valley through the Recreation Co-ordination Group
2	Co-ordinate usage and promotion of Prospect Vale Park and Hadspen Recreation Ground	Liaise with User Groups <b>Achieved</b>	Liaise with User Groups <b>Achieved</b>	Liaise with User Groups	Liaise with User Groups	<b>4.2.1</b> - Facilitate the management of recreation facilities throughout Meander Valley through the Recreation Co-ordination Group

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC	Recreation Officer
2	N/A	MVC	Recreation Officer

## Action performance targets

N/A

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>1. Governance &amp; Community Services</b>	Program number and title	<b>1.8 Indoor Recreation Facilities Management</b>
Program Objective	To provide indoor facilities for recreational, social and community based activities that are safe, comfortable and fit for purpose		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Operate the Deloraine Community Complex, Meander Valley Performing Arts Centre and Westbury Sports Centre on a 7-day per week basis	Operate facilities and report to performance targets <b>Achieved</b>	Operate facilities and report to performance targets <b>Achieved</b>	Operate facilities and report to performance targets	Operate facilities and report to performance targets	<b>4.2.1</b> - Facilitate the management of recreation facilities throughout Meander Valley through the Recreation Co-ordination Group <b>3.4.4</b> - Provide recreation facilities that are managed to meet the needs of young people in the community
2	Produce Indoor Recreation Facilities Management annual report and annual budget including fees review	Produce operations report <b>Not Achieved</b>	<b>In Progress</b>		Review fees and produce annual budget	<b>4.2.1</b> - Facilitate the management of recreation facilities throughout Meander Valley through the Recreation Co-ordination Group
3	Promote and market indoor recreation facilities to current and prospective users	Liaise with users <b>Achieved</b>	Liaise with users <b>Achieved</b>	Liaise with users	Liaise with users	<b>4.2.1</b> - Facilitate the management of recreation facilities throughout Meander Valley through the Recreation Co-ordination Group

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$210,000	MVC and External Contractors	Indoor Recreation Facilities Manager
2	N/A	MVC	Indoor Recreation Facilities Manager
3	N/A	MVC	Indoor Recreation Facilities Manager

# Meander Valley Council Annual Plan 2015/2016



## Action performance targets

No.	Performance target
1	Provide statistical reports on the usage and availability to Council through the Briefing Report
2	Complete operations report and budget

# Meander Valley Council Annual Plan 2015/2016



## Corporate Services

Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.1 Financial Services</b>
Program Objective	Responsibly manage the Council's core financial activities		

### Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Raise Rates and Sundry Debtor accounts	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	<b>5.6.3</b> - Responsibly manage the Council's core financial activities
2	Complete State Authority returns	Initial State Fire and Treasury pensioner claims and Annual State Fire Levy data return <b>Achieved</b>			Final State Fire and Treasury pensioner claims	<b>5.6.3</b> - Responsibly manage the Council's core financial activities
3	Issue Section 132 certificates (Property Rates)	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	<b>5.6.3</b> - Responsibly manage the Council's core financial activities
4	Arrange annual insurance renewals		Crime Insurance (Fidelity Guarantee renewal) <b>Achieved</b>	Directors and Officers and Employment Practices renewal	Annual renewals as per schedule incl. Public Liability and PI, ISR,	<b>5.6.3</b> - Responsibly manage the Council's core financial activities

# Meander Valley Council Annual Plan 2015/2016



					Workers Comp. and MV	
5	Participate in Northern Councils' review of insurances and brokerage service		Commence Review <b>Deferred</b>	Complete review		<b>5.6.3</b> – Responsibly manage the Council's core financial activities
6	Reconciliation of Control Accounts	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	<b>5.6.3</b> - Responsibly manage the Council's core financial activities

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC	Rates Officer
2	N.A	MVC	Rates Officer
3	N/A	MVC	Rates Officer
4	\$250,000	MVC	Finance Officer and Director Corporate Services
5	N/A	MVC and external contractor	Finance Officer
6	N/A	MVC	Senior Accountant

## Action performance targets

No.	Performance target
1	<ul style="list-style-type: none"> <li>▪ Issue Rates notices before 31st July 2015</li> <li>▪ Issue Sundry Debtor notices within 10 working days of receipt of request</li> </ul>
3	<ul style="list-style-type: none"> <li>▪ Issue 98% of Section 132 Certificates within 3 working days of entry of request</li> </ul>
6	<ul style="list-style-type: none"> <li>▪ Reconcile rates, sundry debtor and creditors control accounts within 10 working days of the month end</li> <li>▪ Reconcile Payroll within 5 working days of processing.</li> </ul>

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.2 Financial Management &amp; Reporting</b>
Program Objective	To comply with statutory requirements for Local Government Finance, State and Federal Taxation and to provide meaningful reports for internal financial management		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Review and present the Long Term Financial Plan (LTFP) to Council				Review and present the LTFP to Council	<b>5.2.1</b> - Review and adopt the Long Term Financial Plan
2	Coordinate the development and adoption of Budget and Rating recommendations with statutory timeframes			Determine budget update program	Present budget, fees and charges to Council in June	<b>5.6.7</b> - Coordinate the development and adoption of Budget and Rating recommendations with statutory timeframes
3	Annual external reporting	Produce Statutory Accounts and complete KPI consolidated data sheets <b>Achieved</b>			Prepare end of year timetable for Statutory Accounts and Audit	<b>5.6.1</b> - Implement processes to ensure compliance with the Local Government Act and other relevant legislation
4	Issue BAS, FBT and Payroll Tax returns within legislative timeframes	Submit BAS and Payroll Tax returns on time <b>Achieved</b>	Submit BAS and Payroll Tax returns on time <b>Achieved</b>	Submit BAS and Payroll Tax returns on time	Submit BAS and Payroll Tax returns on time	<b>5.6.1</b> - Implement processes to ensure compliance with the Local Government Act and other relevant legislation



## Meander Valley Council Annual Plan 2015/2016



5	Provide internal financial management reports on a timely basis for decision making	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	<b>5.6.4</b> - Provide internal financial management reports on a timely basis for decision making
6	Monitor Council's short-term expenditure commitments and invest funds in accordance with Council's Investment policy	Review cash flow weekly to determine funds for investment <b>Achieved</b>	Review cash flow weekly to determine funds for investment <b>Achieved</b>	Review cash flow weekly to determine funds for investment	Review cash flow weekly to determine funds for investment	<b>5.6.3</b> – Responsibly manage the Council's core financial activities

### Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC	Senior Accountant
2	N/A	MVC	Director Corporate Services
3	N/A	MVC	Senior Accountant
4	N/A	MVC	Senior Accountant
5	N/A	MVC	Senior Accountant
6	N/A	MVC	Senior Accountant

### Action performance targets

No.	Performance target
5	<ul style="list-style-type: none"> <li>▪ Produce and distribute ongoing project expenditure reports</li> <li>▪ Produce and distribute monthly operating statements within 10 working days of end of month</li> <li>▪ Submit September, December and March quarterly financial reports to Council in Oct 2015, Jan 2016 and April 2016 respectively</li> </ul>

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.3 Information Technology</b>
Program Objective	Provide reliable and effective information technology services for the organisation		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Maintenance and upgrade of IT infrastructure	Commence rolling replacement of PC's <b>Achieved</b>	Complete rolling replacement of PC's. Program blade replacement <b>Achieved</b>	Complete blade replacement		<b>5.6.5</b> - Provide reliable and effective IT services for the organisation
2	ICT Reference Group (ICTRG)	Hold bi-monthly ICTRG meetings, determine and implement actions <b>Achieved</b>	Hold bi-monthly ICTRG meetings, determine and implement actions <b>Achieved</b>	Hold bi-monthly ICTRG meetings, determine and implement actions	Hold bi-monthly ICTRG meetings, determine and implement actions	<b>5.6.5</b> - Provide reliable and effective IT services for the organisation

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$44,000	MVC/IT Consultant	IT Officer
2	N/A	MVC (ICTRG)	Director Corporate Services

## Action performance targets

N/A

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.4 Information Management</b>
Program Objective	Effectively manage and maintain Council's information resource		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Maintenance of Council's cemetery records in accordance with the Cemeteries Act	Maintain records in accordance with legislation <b>Achieved</b>	Maintain records in accordance with legislation <b>Achieved</b>	Maintain records in accordance with legislation	Maintain records in accordance with legislation	<b>5.6.1</b> - Implement processes to ensure compliance with the Local Government Act and other relevant legislation
2	Annual Archive Disposal	Arrange for removal of documents due for disposal <b>Achieved</b>			List documents due for disposal	<b>5.6.6</b> - Effectively manage and maintain Council's information resource
3	Action Project and Improvement Ideas - Annual Plan	Document and prioritise improvement projects <b>Achieved</b>	Commence identified priority projects <b>Achieved</b>	Continue with priority projects	Report on status of projects	<b>5.6.6</b> - Effectively manage and maintain Council's information resource

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC	Information Management Officer
2	N/A	MVC	Information Management Officer
3	N/A	MVC	Information Management Officer

## Action performance targets

N/A

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.5 Human Resources</b>
Program Objective	Effectively manage and support Council's human resources		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Continue to participate in working group on the project to modernise the Pay Descriptors and Bands as required by the Workplace Agreement.	Attend working group meetings <b>Achieved</b>	Attend working group meetings <b>Cancelled</b>	Attend working group meetings		<b>5.4.3</b> - Effectively manage and support Council's human resources
2	Continue with project tasks to modernise the Pay Descriptors and Bands as required by the Workplace Agreement	Complete draft new pay descriptors and pay scales document for feedback <b>In Progress</b>	Employee consultation on new pay descriptors and pay scales <b>In Progress</b>	Complete new pay descriptors and pay scale project		<b>5.4.3</b> - Effectively manage and support Council's human resources
3	Review current Workplace Agreement	Review performance increases and apply to pay rates <b>Achieved</b>			Review CPI percentage increases	<b>5.4.3</b> - Effectively manage and support Council's human resources
4	Provide administrative support to the Workplace Consultative Committee in negotiating a new Workplace Agreement		Commence new Workplace Agreement bargaining process <b>Achieved</b>	Continue new Workplace Agreement bargaining process	Finalise new Workplace Agreement	<b>5.4.3</b> - Effectively manage and support Council's human resources

# Meander Valley Council Annual Plan 2015/2016



5	Implementation of LGAT Workplace Behaviours Policy suite		Implement stage 1 policies and update the HR Policy Manual <b>In Progress</b>	Implement stage 2 policies and update the HR Policy Manual		<b>5.4.3</b> - Effectively manage and support Council's human resources
6	Finalise and implement new Learning Management System (LMS)	Finalise new training software (LMS). Report to Directors on quarterly training to be delivered <b>In Progress</b>	Update training plan following Performance Reviews. Report to Directors on quarterly training to be delivered <b>Achieved</b>	Report to Directors on quarterly training to be delivered	Report to Directors on quarterly training to be delivered	<b>5.4.3</b> - Effectively manage and support Council's human resources
7	Performance Review System	Ensure all employee performance reviews have been completed <b>Achieved</b>	Ensure all inside employee salary reviews have been completed <b>Achieved</b>	Ensure all mini performance review and all outside employee wage reviews have been completed	Review the current year's performance reviews and recommend any changes required	<b>5.4.2</b> - Review and implement the Performance Review System and link to employee professional development

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC/Regional HRP Group	HR/Payroll Officer
2	N/A	MVC	HR/Payroll Officer
3	N/A	MVC	HR/Payroll Officer
4	N/A	MVC	HR/Payroll Officer
5	N/A	MVC	HR/Payroll Officer and Directors
6	\$3000	MVC/Consultant	HR/Payroll Officer and Directors
7	N/A	MVC	HR/Payroll Officer and Directors

## Action performance targets

N/A

# Meander Valley Council Annual Plan 2015/2016



## Infrastructure Services

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.1 Emergency Services</b>
Program Objective	To build capacity and resilience in the community and ensure Council is prepared to assist with emergency services in the response to emergencies and lead in the recovery		

### Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Co-ordinate the Municipal Emergency Management and Recovery Committee (MEMRC)	Chair quarterly meeting <b>Deferred</b>	Chair quarterly meeting <b>Achieved</b>	Chair quarterly meeting	Chair quarterly meeting	<b>4.4.3</b> - Co-ordinate the operation of the Municipal Emergency Management and Recovery Committee
2	Participate in Northern Regional Emergency Management Committee (NREMC)	Attend meeting <b>Cancelled</b>	Attend meeting <b>Achieved</b>	Attend meeting	Attend meeting	<b>4.4.1</b> – Maintain and exercise the Municipal Emergency Management and Recovery Plan
3	Support the operation of the Deloraine SES unit	Renew MOU. Purchase of new MV SES vehicle <b>Achieved</b>				<b>4.4.2</b> – Support the operation of the Deloraine SES Unit
4	Undertake Meander River flood study	Develop Plan <b>In Progress</b>	Develop Plan <b>In Progress</b>	Present Study to Council		<b>4.4.6</b> – Undertake flood survey mapping
5	Review and update Municipal Emergency Management Plan (MEMP) contact list		Contact List updated <b>Achieved</b>			<b>4.4.1</b> - Maintain and exercise the Municipal Emergency Management and Recovery Plan
6	Review Municipal Emergency Management Plan (MEMP)	Complete risk treatment strategy assessment <b>Achieved</b>	Finalise MEMP review <b>In Progress</b>			<b>4.4.1</b> - Maintain and exercise the Municipal Emergency Management and Recovery Plan

# Meander Valley Council Annual Plan 2015/2016



## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC, MEMRC - Director Works, Administration Officer Infrastructure Services, Community Development Officer, Youth Development Officer, Councillors, Community members	Director Infrastructure Services
2	N/A	MVC	Director Infrastructure Services
3	N/A	MVC and SES	Director Infrastructure Services
4	\$26,400 (carry over funds)	MVC and Consultant	Director Infrastructure Services
5	N/A	MVC	Administration Officer – Infrastructure Services
6	N/A	MVC, SES	Administration Officer – Infrastructure Services

## Action performance targets

No.	Performance target
4	All flood survey mapping completed for Meander River by June 2016

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.2 Transport</b>
Program Objective	To maintain the serviceability and integrity of Council's transport network.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Deliver the bridge inspection and maintenance program	Manage contract  <b>In Progress</b>	<b>Manage contract</b>  <b>In Progress</b>	Manage contract	Manage contract	<b>6.3.1</b> - Deliver a bridge and inspection and maintenance program <b>6.4.6</b> - Deliver a footbridge renewal, inspection and maintenance program
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program  <b>Achieved</b>	Report to program  <b>Achieved</b>	Report to program	Report to program	<b>6.1.4</b> - Ensure works are undertaken in accordance with permit conditions, design specifications and safe work practices
3	2016-2017 Bridge renewal program		Update bridge replacement program <b>Achieved</b>	Tender proposed bridges for 2016/17		<b>6.3.2</b> – Deliver a bridge replacement and upgrade program



# Meander Valley Council Annual Plan 2015/2016



4	Undertake Council's responsibility as a road authority <ul style="list-style-type: none"> <li>- Traffic counts</li> <li>- Working in the road reserve permits</li> <li>- Cross over applications</li> <li>- Applications from utility owners</li> <li>- NVHR and heavy vehicle management</li> <li>- Rural addressing</li> </ul>	Achieve activity performance targets <b>Achieved</b>	Achieve activity performance targets <b>Achieved</b>	Achieve activity performance targets	Achieve activity performance targets	<b>6.3.8</b> - Undertake Council's responsibility as a road authority <b>6.3.10</b> - Development and delivery of the street light management program
5	Review of road safety issues and ongoing coordination with the Department of State Growth	Capture actions in asset register <b>Achieved</b>	Capture actions in asset register <b>Achieved</b>	Capture actions in asset register	Capture actions in asset register	<b>6.3.9</b> - Development and delivery of the road safety program <b>6.2.1</b> - Partner with DoSG in the delivery of regional and local road programs
6	Undertake footpath inspections and condition assessments	Undertake required inspections <b>Achieved</b>	Undertake required inspections <b>Achieved</b>	Undertake required inspections	Undertake required inspections	<b>6.3.7</b> - Deliver a road and footpath inspection and maintenance program

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$31,500	MVC and Contractor	Senior Technical Officer - Engineering
2	Capital Works - \$3,695,000	MVC	Director Infrastructure Services
3	N/A	MVC	Senior Technical Officer
4	N/A	MVC	Senior Technical Officer
5	N/A	MVC	Senior Technical Officer
6	N/A	MVC	Asset Management Coordinator and Works Department

## Action performance targets

No.	Performance target
1	Review of contractors compliance with the contract
2	Development of project plans, delivery of projects in line with budget, time line, and scope
4	12 traffic counts per year, private addressing applications completed within 10 business days, NHVR applications within 28 days, assess cross over applications within 10 business days, undertake TIAs within 10 business days
6	Meet timeframes set out by Conquest

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.3 Property Services</b>
Program Objective	Operate property services in a safe and effective manner to satisfy public demand.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Operate Deloraine Swimming Pool and provide support to community swimming pools at Mole Creek and Caveside	Tender for operator and award contract  <b>Achieved</b>	Undertake pre-opening inspection and required maintenance. Open pool 1 December  <b>Achieved</b>	Operate pool to 1 March		<b>4.2.5</b> - Provide support for the operation and maintenance of swimming facilities in the local government area
2	Undertake Essential Health and Safety Features Inspections (Section 46) as per program	Undertake inspection and required maintenance  <b>In Progress</b>	Undertake inspection and required maintenance  <b>Achieved</b>	Undertake inspection and required maintenance	Undertake inspection and required maintenance	<b>6.4.8</b> - Undertake Council owned property management and maintenance program
3	Complete Annual Maintenance Statement (Section 56) and Asbestos Audit (NCOP) compliance	Review Asbestos Register  <b>Achieved</b>		Carry out annual inspections		<b>6.4.8</b> - Undertake Council owned property management and maintenance program
4	Co-ordinate building maintenance – general, reactive and programed	Undertake required maintenance  <b>Achieved</b>	Undertake required maintenance  <b>Achieved</b>	Undertake required maintenance	Undertake required maintenance	<b>6.4.8</b> - Undertake Council owned property management and maintenance program

# Meander Valley Council Annual Plan 2015/2016



5	Property services – leasing, hire agreements, disputes, building valuations, and administration	Review agreements <b>Achieved</b>		Review agreements		<b>6.4.8</b> – Undertake Council owned property management and maintenance program
6	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program <b>Achieved</b>	Report to program <b>Achieved</b>	Report to program	Report to program	<b>6.1.4</b> – Ensure works are undertaken in accordance with permit conditions, design specifications and safe work practices

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$67,300	MVC and Contractors	Property Management Officer
2	N/A	MVC	Property Management Officer
3	N/A	MVC	Property Management Officer
4	N/A	MVC	Property Management Officer
5	N/A	MVC	Property Management Officer
6	Capital Works - \$845,000	MVC and Contractors	Property Management Officer

## Action performance targets

No.	Performance target
1	Review of Contractors compliance with the contract
2	Meet timeframes set out by Conquest
3	Meet timeframes set out by Conquest
6	Development of project plans, delivery of projects in line with budget, time line, and scope

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.4 Parks &amp; Recreation</b>
Program Objective	To provide and maintain parks and recreation facilities throughout the Local Government Area.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Undertake inspections and condition assessments of all equipment and facilities	Undertake required inspections <b>Achieved</b>	Undertake required inspections <b>Achieved</b>	Undertake required inspections	Undertake required inspections	<b>6.1.1</b> - Continue the asset condition and assessment program
2	Strategic open space development and review				Draft report to Council	<b>4.2.6</b> - Development of a network of fitness trails, playscapes and associated infrastructure within the local government area <b>3.4.4</b> - Provide recreation facilities that are managed to meet the needs of young people in the community
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program  <b>In Progress</b>	Report to program  <b>In Progress</b>	Report to program	Report to program	<b>6.1.4</b> - Ensure works are undertaken in accordance with permit conditions, design specifications and safe work practices <b>4.2.4</b> - Delivery of the Prospect Vale Park Development Plan
4	Undertake tree risk assessments	Undertake assessment <b>Achieved</b>	Undertake assessment <b>Achieved</b>	Undertake assessment	Undertake assessment	<b>6.4.3</b> - Deliver a tree inspection, maintenance and replacement program

# Meander Valley Council Annual Plan 2015/2016



## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC, Works Department and Consultants	Technical Officer (Open Space). Director Works
2	N/A	MVC	Technical Officer (Open Space)
3	Capital Works - \$345,000	MVC and Contractors	Technical Officer (Open Space)
4	N/A	MVC	Technical Officer (Open Space), NRM Officer and Works Supervisors

## Action performance targets

No.	Performance target
1	Meet timeframes set out by Conquest
3	Development of project plans, delivery of projects in line with budget, time line, and scope

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.5 Asset Management and GIS</b>
Program Objective	Provision of Asset and GIS services to assist the operations of Council.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Co-ordinate Asset Management Group and Improvement Plan <ul style="list-style-type: none"> <li>- Review Asset Management Plans</li> <li>- Undertake Conquest training and development</li> <li>- Integrate Strategic Planning outcomes into AMP and LTFP</li> </ul>	Chair meeting and action improvement program <b>Achieved</b>	Chair meeting and action improvement program <b>Achieved</b>	Chair meeting and action improvement program	Chair meeting and action improvement program	<b>5.1.5</b> - Deliver outcomes of the Strategic Asset Management Plan <b>5.1.6</b> - Conduct annual review of Councils service levels <b>5.2.2</b> - Deliver Council's Asset Management framework <b>6.1.5</b> - Review and update Asset Management Plans
2	Develop and operate a maintenance planning and delivery system	Provide monthly Conquest report <b>Achieved</b>	Provide monthly Conquest report <b>Achieved</b>	Provide monthly Conquest report	Provide monthly Conquest report	<b>6.1.3</b> - Operate a system for the planned maintenance of our infrastructure assets and services
3	Support Northern Asset Management Group <ul style="list-style-type: none"> <li>- Attend IPWEA and NAMS committee meetings</li> </ul>	Chair meeting and action minutes <b>Achieved</b>	Chair meeting and action minutes <b>Achieved</b>	Chair meeting and action minutes	Chair meeting and action minutes	<b>5.1.5</b> - Deliver outcomes of the Strategic Asset Management Plan
4	Prepare Capital Works Program		Update Proposed Projects list <b>Achieved</b>	Prioritise and undertake further design and cost estimation	Annual program prepared for approval by Council	<b>6.6.1</b> – Prepare initial project listing <b>6.6.2</b> – Review the works priority matrix for projects identified in the initial listing <b>6.6.3</b> – Present Draft Capital Works Program to Council for approval

# Meander Valley Council Annual Plan 2015/2016



5	Update asset information including capitalisation of assets in Conquest and GIS and undertake road revaluations	Capitalisation of assets and recording in Conquest and GIS  <b>Achieved</b>	Capitalisation of assets and recording in Conquest and GIS  <b>Achieved</b>	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS	<b>5.2.3</b> - Complete the annual revaluation and capitalisation of assets <b>6.1.2</b> - Develop and maintain asset management and information databases and integration with GIS
6	Manage GIS Group – Planning, NRM, Assets, Stormwater	Chair meeting and distribute minutes  <b>Achieved</b>	Chair meeting and distribute minutes  <b>Achieved</b>	Chair meeting and distribute minutes	Chair meeting and distribute minutes	<b>2.5.4</b> - Broaden the availability of Council's GIS data to the public <b>6.1.2</b> - Develop and maintain asset management and information databases and integration with GIS
7	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program  <b>In Progress</b>	Report to program  <b>In Progress</b>	Report to program	Report to program	<b>6.1.4</b> - Ensure works are undertaken in accordance with permit conditions, design specifications and safe work practices <b>6.1.3</b> - Operate a system for the planned maintenance of our infrastructure assets and services
8	Project management meetings to review timelines, budget, and scope	Undertake meeting, update budgets and gantt chart <b>Achieved</b>	Undertake meeting, update budgets and gantt chart <b>Achieved</b>	Undertake meeting, update budgets and gantt chart	Undertake meeting, update budgets and gantt chart	<b>5.4.6</b> - Develop and implement a co-ordinated Council approach for project planning and delivery

# Meander Valley Council Annual Plan 2015/2016



## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC	Asset Management Coordinator
2	N/A	MVC	Asset Management Coordinator
3	N/A	MVC	Asset Management Coordinator
4	N/A	MVC	Asset Management Coordinator
5	N/A	MVC	Asset Management Coordinator
6	N/A	MVC	Senior Technical Officer - Engineering
7	Capital Works - \$45,000	MVC	Asset Management Coordinator
8	N/A	MVC	Director Infrastructure Services

## Action performance targets

No.	Performance target
4	To prepare annual Capital Works Program for approval at May Council meeting
5	Asset information to be recorded within four weeks of receipt by Asset Management Coordinator
7	Development of project plans, delivery of projects in line with budget, time line, and scope



# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.6 Waste Management and Resource Recovery</b>
Program Objective	To provide adequate, efficient, and affordable waste services within Meander Valley Local Government Area		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Develop a Waste Management Strategy and Action Plan		Strategy approved by Council <b>In Progress</b>	Develop Action Plan	Action the Plan	<b>1.5.5</b> - Finalise MVC Waste Management Strategy <b>1.4.1</b> - Implement actions from the Waste Management Strategy
2	Support Northern Tasmanian Waste Management Group activities through a 5% landfill levy	Attend meetings <b>Achieved</b>	Attend meetings <b>Achieved</b>	Attend meetings	Attend meetings	<b>5.5.2</b> - Support the operations of the Northern Tasmanian Waste Management Group through a voluntary levy on waste <b>3.3.5</b> - Provide support to regional groups on school educational programs
3	Provision of kerbside collection contracts for waste, recyclables, and organics	Supervise Contract <b>In Progress</b>	Supervise Contract <b>In Progress</b>	Supervise Contract	Supervise Contract	<b>1.5.1</b> - Manage the kerbside collection contracts of waste, recyclables and organics
4	Provision of landfill, waste transfer stations and resource recovery operations contract	Supervise Contract <b>In Progress</b>	Supervise Contract <b>In Progress</b>	Supervise Contract	Supervise Contract	<b>1.5.2</b> - Manage the expansion and operation of landfill sites including rehabilitation and transfer stations
5	Provision of hard waste collection		Undertake collection <b>Achieved</b>			<b>1.5.3</b> - Manage the annual collection of hard waste

# Meander Valley Council Annual Plan 2015/2016



6	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program <b>Achieved</b>	Report to program <b>Achieved</b>	Report to program	Report to program	<b>6.1.4</b> - Ensure works are undertaken in accordance with permit conditions, design specifications and safe work practices
7	Operational compliance with Environment Protection Notice for Westbury and Deloraine landfill sites.	Ground and surface water monitoring Report to EPA <b>Achieved</b>		Ground and surface water monitoring		<b>1.5.2</b> - Manage the expansion and operation of landfill sites including rehabilitation and transfer stations

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC and Consultants	Director Infrastructure Services and Senior Technical Officer - Engineering
2	\$73,000	MVC	Senior Technical Officer - Engineering
3	\$550,000	MVC and Contractor	Senior Technical Officer - Engineering
4	\$455,000	MVC and Contractor	Director Infrastructure Services and Senior Technical Officer - Engineering
5	\$18,000	MVC and Contractor	Senior Technical Officer - Engineering
6	Capital Works - \$20,000	MVC	Senior Technical Officer - Engineering
7	N/A	MVC and Consultants	Senior Technical Officer - Engineering

## Action performance targets

No.	Performance target
2	Attend regional meetings as scheduled and manage the operation of the landfill levy
3	Supervise and review contract
4	Issue contract to tender. Supervise and review contract.
6	Development of project plans, delivery of projects in line with budget, time line, and scope

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.7 Stormwater Management</b>
Program Objective	<p>To minimize the risk of flooding and provide clean water into the region's waterways.</p> <p>Council through the Urban Drains Act and the Local Government (Highways) Act targets is to provide a minor stormwater network (pipes and pits) that is capable of meeting a 5% Annual Exceedance Probability (AEP) and a major stormwater network (overland flows and roads) that is capable of meeting a 1% AEP.</p> <p>Water quality is managed through Water Sensitive Urban Design (WSUD) The target for stormwater quality is to have an 80% reduction in suspension of solids, 40% reduction in phosphorous, and 40% reduction in nitrogen.</p>		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Develop stormwater system management plans	Develop plans in line with risk assessment action plan  <b>In Progress</b>	Develop plans in line with risk assessment action plan  <b>In Progress</b>	Develop plans in line with risk assessment action plan	Develop plans in line with risk assessment action plan	<b>1.6.4</b> - Ensure stormwater discharge reduces the impact on the environment <b>2.2.2</b> - Undertake transport and stormwater modeling to facilitate future development <b>6.5.1</b> - Develop and maintain stormwater catchment risk assessments and undertake detailed modeling to develop stormwater management plans
2	Manage MVC Stormwater Taskforce – Infra, Works, NRM, Plumbing, EHO	Chair meeting and distribute minutes  <b>Achieved</b>	Chair meeting and distribute minutes  <b>Achieved</b>	Chair meeting and distribute minutes	Chair meeting and distribute minutes	<b>6.5.1</b> - Develop and maintain stormwater catchment risk assessments and undertake detailed modeling to develop stormwater management plans
3	Support regional NRM Stormwater Officer	Meet with officer  <b>Achieved</b>	Meet with officer  <b>Achieved</b>	Meet with officer	Meet with officer	<b>1.6.1</b> – Participate and support the Tamar Estuary and Esk River program

# Meander Valley Council Annual Plan 2015/2016



4	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program  <b>In Progress</b>	Report to program  <b>In Progress</b>	Report to program	Report to program	<b>2.2.4</b> - Support new developments through the Infrastructure Contribution Policy <b>6.1.4</b> - Ensure works are undertaken in accordance with permit conditions, design specifications and safe work practices <b>6.5.3</b> - Deliver the stormwater upgrade and renewal program
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### Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$35,000	MVC and Consultants	Senior Technical Officer - Engineering
2	N/A	MVC	Senior Technical Officer - Engineering
3	\$7,200	MVC	Senior Technical Officer - Engineering
4	Capital Works - \$653,000	MVC and Consultants	Senior Technical Officer - Engineering

### Action performance targets

No.	Performance target
1	Complete all high risk catchments by June 2016
4	Development of project plans, delivery of projects in line with budget, time line, and scope

# Meander Valley Council Annual Plan 2015/2016



## Development Services

Directorate	<b>4. Development Services</b>	Program number and title	<b>4.1 Land Use &amp; Planning</b>
Program Objective	To carry out planning duties and prepare policies for the sustainable development of the local government area		

### Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Process development applications in accordance with delegated authority	Performance Target <b>Achieved</b>	Performance Target <b>Achieved</b>	Performance Target	Performance Target	<b>1.1.1</b> - Manage land use and planning processes
2	Process Planning Scheme Amendments	Performance Target <b>Achieved</b>	Performance Target <b>Achieved</b>	Performance Target	Performance Target	<b>1.1.2</b> - Review and update Meander Valley Planning Scheme
3	Participate in State Planning Reform Initiative		Participate in Review of Regional Land Use Strategy <b>Achieved</b>			<b>1.1.3</b> - Participate in State planning initiatives
4	Rezone Land in the Hadspen Growth Area	Rezoning Approved by Council <b>Achieved</b>		Rezoning Approved by Minister		<b>1.1.2</b> - Review and update Meander Valley Planning Scheme
5	Carrick Rural Living Area - Rezoning		Rezoning Approved by Council <b>Achieved</b>		Rezoning Approved by Minister	<b>1.1.2</b> - Review and update Meander Valley Planning Scheme
6	Department of Education Land Prospect Vale – Development Plan	Prepare Project Plan <b>Achieved</b>	Complete Field Surveys <b>Achieved</b>		Finalise Development Plan	<b>1.1.1</b> - Manage land use and planning processes

# Meander Valley Council Annual Plan 2015/2016



7	Westbury Road Prospect Vale – Activity Centre Plan	Prepare Project Plan and engage Consultant <b>In Progress</b>	Develop Draft Plan <b>In Progress</b>	Present Plan to Council		<b>2.3.2</b> -Implement Main Street Improvement Program
8	Deloraine Outline Development Plan		Prepare Project Plan and engage Consultant <b>Achieved</b>	Prepare Plan	Present Plan to Council	<b>1.2.1</b> Prepare Outline Development Plans for Meander Valley townships
9	Westbury Townscape Plan		Prepare Project plan and engage Consultant <b>In Progress</b>	Prepare Plan	Present Plan to Council	<b>2.3.2</b> -Implement Main Street Improvement Program
10	Develop a Vision and Purpose Statement for Westbury Public Recreation Spaces	Prepare Project Plan <b>Achieved</b>	Community consultation <b>Deferred</b>	Present draft vision to Council		<b>4.2.6</b> – Development of a network of fitness trails, playscapes and associated infrastructure within the local government area
11	Participate in State Policy Development – Natural Hazard Framework		Attend meeting <b>Achieved</b>		Attend meeting	<b>4.4.5</b> - Provide assistance to the State Government in development of State Policy on the Natural Hazard Framework

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1-2,	\$600,000	MVC	Director Development Services
3	In-kind	MVC	Director Development Services and Senior Town Planner
4	\$20,000	MVC	Senior Town Planner
5	Officer Time	MVC	Senior Town Planner
6	\$20,000	MVC	Director Development Services
7	\$32,500	MVC and Consultants	Senior Town Planner and Economic Development

# Meander Valley Council Annual Plan 2015/2016



			Officer
8	\$40,000	MVC and Consultants	Director Development Services
9	\$15,000	MVC and Consultants	Director Development Services
10	\$5,000	MVC	Director Development Services
11	In-kind	MVC	Director Development Services and Senior Town Planner

## Action performance targets

No.	Performance target
1	Within Statutory time frames, 100% Conformance
2	Within Statutory time frames, 100% Conformance
4	Hadspen Growth Area rezoned

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>4. Development Services</b>	Program number and title	<b>4.2 Building Control</b>
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Building Act 2000 and the Tasmanian Building Regulations 2004.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Building Services - undertake assessments, inspections and surveying for Building Applications	Performance Target <b>Achieved</b>	Performance Target <b>Achieved</b>	Performance Target	Performance Target	<b>4.3.1</b> - Undertake Councils legislative responsibilities in Building Control services
2	Permit Authority – Process Building Applications	Performance Target <b>Achieved</b>	Performance Target <b>Achieved</b>	Performance Target	Performance Target	<b>4.3.3</b> - Undertake Councils legislative responsibilities as a Permit Authority
3	Permit Authority – Manage outstanding Building Completions and Illegal Works				Reduce outstanding completions by 20%	<b>4.3.1</b> - Undertake Councils legislative responsibilities in Building Control services
4	Coordinate Major Events applications	Performance Target <b>Achieved</b>	Performance Target <b>Achieved</b>	Performance Target	Performance Target	<b>3.2.2</b> - Support local events and activities that respond to a community need

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1, 3	\$130,000	MVC	Director Development Services
2-4	\$120,000 (incorporating Plumbing administration support)	MVC	Director Development Services and Permit Authority



# Meander Valley Council Annual Plan 2015/2016



## Action performance targets

No.	Performance target
1	Where Council is issuing the Certificate of Likely Compliance, complete assessment and surveying within 21 working days of receipt of application and receipt of required documentation. Achieve 95% conformance.
2	Issue Building Permits within 7 working days from the date all other permits and documents as required by Building Act, are received by Council. Achieve 95% conformance.
4	Respond to applications with 7 working days.

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>4. Development Services</b>	Program number and title	<b>4.3 Environmental Health</b>
Program Objective	Manage Council's statutory obligations in relation to Environmental Protection and Preventative Health		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Monitor and sample water quality of recreational waters	Record Results <b>Achieved</b>	Record Results <b>Achieved</b>	Record Results	Record Results	<b>4.3.6</b> - Undertake Councils legislative responsibilities in preventative health <b>1.6.3</b> - Undertake prescribed water sampling programs
2	Inspect Places of Assembly annually as per program	Issue Annual Licence <b>Achieved</b>	Issue Annual Licence <b>Achieved</b>	Issue Annual Licence	Issue Annual Licence	<b>4.3.6</b> - Undertake Councils legislative responsibilities in preventative health
3	Inspect and register food premises annually	Inspections per Schedule <b>Achieved</b>	Inspections per Schedule <b>Achieved</b>	Inspections per Schedule	Issue annual registration for all food premises	<b>4.3.6</b> - Undertake Councils legislative responsibilities in preventative health
4	Co-ordinate immunisation clinics				Complete Immunisation Program	<b>4.3.6</b> - Undertake Councils legislative responsibilities in preventative health
5	Investigate incidents and complaints re notifiable diseases, public health or environmental nature	Monitor and Report to Agencies <b>Achieved</b>	Monitor and Report to Agencies <b>Achieved</b>	Monitor and Report to Agencies	Monitor and Report to Agencies	<b>4.3.5</b> – Undertake Councils legislative responsibilities in Environmental Protection <b>4.3.6</b> - Undertake Councils legislative responsibilities in preventative health

# Meander Valley Council Annual Plan 2015/2016



6	Process applications for special plumbing permits and on site waste water disposal	Performance Target <b>Achieved</b>	Performance Target <b>Achieved</b>	Performance Target	Performance Target	<b>4.3.5</b> - Undertake Councils legislative responsibilities in Environmental Protection
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### Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1-4	\$147,000	MVC, External Consultants and Immunisation Nurses	Director Development Services
5-6	\$91,000	MVC and External Environmental Consultants	Director Development Services

### Action performance targets

No.	Performance target
1	Respond to non-conformances within 48 hours
2	Conduct inspections as per program
3	Conduct inspections as per program
4	Provide school based immunisations as per program
5	Commence investigation of cases and complaints with 5 days of notification
6	Process applications within 14 days of receiving all required information, achieve 95% compliance

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>4. Development Services</b>	Program number and title	<b>4.4 Plumbing &amp; Drainage Control</b>
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the plumbing legislation.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Conduct inspections and process applications for Plumbing Permits	Performance Target <b>Achieved</b>	Performance Target <b>Achieved</b>	Performance Target	Performance Target	<b>4.3.4</b> - Undertake Councils legislative responsibilities in Plumbing and Drainage Control services

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$138,000	MVC	Director Development Services Plumbing Surveyor

## Action performance targets

No.	Performance target
1	Process plumbing applications within 7 days and special connection permits within 14 days of receipt of all information

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>4. Development Services</b>	Program number and title	<b>4.5 General Inspector</b>
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Dog Control Act 2000, Fire Services Act 1979 and the Local Government Act 1993.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Annual Audit of Dog Registrations		Conduct Audit <b>Deferred</b>			<b>4.3.7</b> - Undertake Councils legislative responsibilities in animal management services across the local government area
2	Fire Abatement Management		Issue Fire Abatement Notices <b>Achieved</b>	Issue Fire Abatement Notices		<b>5.6.1</b> – Implement processes to ensure compliance with the Local Government Act and other relevant legislation
3	Investigate incidents and complaints regarding animal control	Performance Target <b>Achieved</b>	Performance Target <b>Achieved</b>	Performance Target	Performance Target	<b>4.3.7</b> - Undertake Councils legislative responsibilities in animal management services across the local government area
4	Participate in Fire Management Area Committees		Fire Protection Plan Completed <b>Achieved</b>			<b>4.4.4</b> – Develop, implement and review a Fire Protection Plan for the local government area

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1,3	\$135,600	MVC and External Consultants	Director Development Services and General Inspector
2	\$32,000	MVC and External Contractors	Director Development Services and General Inspector
4	In Kind	MVC	Director Development Services

# Meander Valley Council Annual Plan 2015/2016



## Action performance targets

No.	Performance target
3	Investigate all cases and complaints with 10 days

# Meander Valley Council Annual Plan 2015/2016



## Works

Directorate	<b>5. Works</b>	Program number and title	<b>5.1 Parks, Reserves, Sports Grounds &amp; Cemeteries</b>
Program Objective	To ensure that Meander Valley Council's parks, reserves, cemeteries and sports grounds are maintained to provide a clean tidy and pleasant appearance that is acceptable to community and sporting organisations.		

### Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Undertake the maintenance work in accordance with the level of service required	Report to performance target <b>Achieved</b>	Report to performance target <b>Achieved</b>	Report to performance target	Report to performance target	<b>6.4.2</b> – Deliver an open space facility inspection and maintenance program
2	Undertake capital works as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program <b>Achieved</b>	Report to program <b>Achieved</b>	Report to program	Report to program	<b>4.2.6</b> – Development of a network of fitness trails, playscapes and associated infrastructure within the local government area

### Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$902,900	MVC	Director Works, Work Supervisors
2	Capital Works \$15,000 – Cemetery improvements \$20,000 – Park furniture (renewal and new)	MVC MVC	Director Works, Work Supervisors Director Works, Work Supervisors

### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System (activity is an ongoing task throughout the year)
1	Conformance with annual budget
2	Conformance with project budget and works program

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>5. Works</b>	Program number and title	<b>5.2 Roadside Verges &amp; Nature Strips</b>
Program Objective	To ensure Meander Valley Council's road verges and nature strips are maintained to a safe and acceptable standard.		

### Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Undertake the maintenance work in accordance with the level of service required.	Report to performance target <b>Achieved</b>	Report to performance target <b>Achieved</b>	Report to performance target	Report to performance target	<b>6.3.7</b> – Deliver a road and footpath inspection and maintenance program

### Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$409,000	MVC	Director of Works

### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System (activity is an ongoing task throughout the year)
1	Conformance with annual budget



# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>5. Works</b>	Program number and title	<b>5.3 Roads</b>
Program Objective	To construct and maintain a safe and effective road network to meet the needs of residents and visitors.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Undertake maintenance work in accordance with the level of service required	Report to performance target <b>Achieved</b>	Report to performance Target <b>Achieved</b>	Report to performance target	Report to performance target	<b>6.3.7</b> – Deliver a road and footpath inspection and maintenance program
2	Undertake capital works as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program <b>Achieved</b>	Report to program <b>Achieved</b>	Report to program	Report to program	<b>6.3.4</b> - Deliver a road reconstruction and upgrade program

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$1,936,600 (includes \$150,000 R2R amount)	MVC	Director Works, Work Supervisors
2	Capital Works \$1,225,000 – Road construction \$1,050,000 – Road reseal and gravel re-sheeting \$30,000 – Street furniture (renewal and new) \$160,000 – Footpath construction \$20,000 – Pedestrian access improvements (ramps)	MVC and External Contractor MVC and External Contractor MVC MVC MVC and External Contractor	Director Works, Work Supervisors Director Works, Work Supervisors Director Works, Work Supervisors Director Works, Work Supervisors Director Works, Work Supervisors

## Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request system (activity is an ongoing task throughout the year)
1	Conformance with annual budget
2	Conformance with project budget and works program

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>5. Works</b>	Program number and title	<b>5.4 Toilets, Street Cleaning &amp; Litter Collection</b>
Program Objective	To maintain streets and public toilets in a clean and tidy condition in accordance with environmental standards.		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Undertake street litter bin collection and cleaning in accordance with the current level of service	Report to performance target <b>Achieved</b>	Report to performance target <b>Achieved</b>	Report to performance target	Report to performance target	<b>1.6.2</b> - Implementation of a street and pit cleaning program
2	Undertake cleaning of toilets in accordance with the current level of service	Report to performance target <b>Achieved</b>	Report to performance target <b>Achieved</b>	Report to performance target	Report to performance target	<b>6.4.7</b> - Deliver a public toilet operation and maintenance program

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$221,500	MVC	Director of Works
2	\$247,100	MVC	Director of Works

## Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System (activity is an ongoing task throughout the year)
1	Conformance with annual budget
2	Achieve 95% conformance with Customer Service Request System and environmental standards (activity is an ongoing task throughout the year)
2	Conformance with annual budget

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>5. Works</b>	Program number and title	<b>5.5 Urban Stormwater</b>
Program Objective	To maintain a safe and effective stormwater drainage network		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Undertake maintenance work in accordance with the level of service required	Report to performance target <b>Achieved</b>	Report to performance Target <b>Achieved</b>	Report to performance target	Report to performance target	<b>6.5.2</b> – Undertake a stormwater inspection and maintenance program
2	Undertake capital works as per the specific projects listed in the 2015/2016 Capital Works Program	Report to program <b>Achieved</b>	Report to program <b>Achieved</b>	Report to program	Report to program	<b>6.5.3</b> – Deliver the stormwater upgrade and renewal program

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$127,900	MVC	Director Works, Work Supervisors
2	Capital Works \$115,000 – Stormwater main upgrades and new \$20,000 – Stormwater pit replacements	MVC MVC	Director Works, Work Supervisors Director Works, Work Supervisors

## Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request system (activity is an ongoing task throughout the year)
1	Conformance with annual budget
2	Conformance with project budget and works program

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>5. Works</b>	Program number and title	<b>5.6 Plant</b>
Program Objective	To provide suitable plant and equipment at a competitive hire rate to accommodate Councils activities		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Manage plant to achieve operational objectives			Complete review		<b>5.2.4</b> - Review and undertake plant replacement program
2	Complete risk assessment of major plant	Report to performance target <b>Achieved</b>	Report to performance target <b>Achieved</b>			<b>5.4.5</b> - Develop and implement a Workplace Health and Safety Program
3	Undertake plant purchase/trade in accordance with 10 year Major Plant Replacement Program and the projects listed in the 2015-16 Capital Works Program	Report to program <b>Achieved</b>	Report to program <b>Achieved</b>	Report to program	Report to program	<b>5.2.4</b> - Review and undertake plant replacement program

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$328,000	MVC	Director Works, Work Supervisors
2	N/A	MVC	Director Works, Work Health and Safety Officer
3	Capital Works \$382,000 – Major plant (renewal and new) \$20,000 – Minor plant (renewal and new)	MVC	Director Works Director Works

## Action performance targets

No.	Performance target
1	To be competitive with private hire rates (activity is an ongoing task throughout the year)
1	Major plant utilisation reviewed to inform 10 year Plant Replacement Program
2	All major plant items risk assessed and any identified actions completed (activity is an ongoing task throughout the year)
3	Conformance with project budget and works program

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>5. Works</b>	Program number and title	<b>5.7 Works &amp; Maintenance Program</b>
Program Objective	To develop Works and Maintenance Program for new financial year		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Develop Works and Maintenance Program by June for the following financial year			Undertake assessment	Develop work program	<b>6.1.3</b> – Operate a system for the planned maintenance of our infrastructure assets and services

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	N/A	MVC	Director of Works and Director of Infrastructure Services

## Action performance targets

No.	Performance target
1	Conform with projected Works Program and estimates (activity is an ongoing task throughout the year)

## Economic Development & Sustainability

Directorate	<b>6. Economic Development &amp; Sustainability</b>	Program number and title	<b>6.1 Natural Resource Management</b>
Program Objective	Facilitate Natural Resource Management for Council and Community		

### Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Continue implementation of NRM strategies as per annual work plan	Achieve Performance Target <b>Achieved</b>	Achieve Performance Target <b>Achieved</b>	Achieve Performance Target	Achieve Performance Target	<b>1.3.3</b> - Deliver NRM program activities
2	Implement the actions of the Community Energy Efficiency Program (CEEP)	Complete all Council installs <b>Achieved</b>	Complete Project and Final Report <b>Achieved</b>			<b>1.4.3</b> – Deliver the Commonwealth Energy Efficiency Program
3	Participate in the Tamar Estuary Esk Rivers Program (TEER)			Report on TEER activities		<b>1.6.1</b> – Participate in the TEER program

### Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$5,000	MVC	NRM Officer
2	\$4,000	MVC	NRM Officer
4	\$11,000	MVC	General Manager

# Meander Valley Council Annual Plan 2015/2016



## Action performance targets

No.	Performance target
1	Complete actions within timeframes and within budget
3	Comply with CEEP Deed Agreement
4	Attend annual meetings and support a regional approach to river catchment management

# Meander Valley Council Annual Plan 2015/2016



Directorate	<b>6. Economic Development &amp; Sustainability</b>	Program number and title	<b>6.2 Economic Development</b>
Program Objective	To create an investment ready environment in the Meander Valley Local Government Area		

## Operational detail

No.	Actions and Tasks	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6	Delivery Plan Strategic Outcome linkage
1	Promote investment in Meander Valley to support the growth of identified industry sectors	Identify opportunities and report on progress <b>Achieved</b>	Identify opportunities and report on progress <b>Achieved</b>	Identify opportunities and report on progress	Identify opportunities and report on progress	<b>2.1.1</b> - Implement actions of the Meander Valley Economic Development Strategy
2	Implement the actions contained in the Communication Action Plan	Review progress and reset priorities <b>In Progress</b>	Report on progress via the Briefing Report <b>In Progress</b>	Report on progress via the Briefing Report	Report on progress via the Briefing Report	<b>5.3.1</b> - Implement and review Council's Communication Strategy Report
3	Support activities of the Sustainable Environment Committee	Report on progress via quarterly meeting minutes <b>Achieved</b>	Report on progress via quarterly meeting minutes <b>Achieved</b>	Report on progress via quarterly meeting minutes	Report on progress via quarterly meeting minutes	<b>1.4.2</b> - Support the operation of Councils Sustainability Committee and implement approved projects
4	Support the progress of Hadspen rezoning		Report on progress <b>Achieved</b>	Report on progress	Report on progress	<b>1.2.1</b> - Prepare Outline Development Plans for Meander Valley townships
	a. Prioritise key actions of the Hadspen Growth Area Master Plan with emphasis on DSG State Road ownership, Tas Water Infrastructure capacities, Tas Networks Infrastructure planning	Identify priority actions <b>In Progress</b>	Update Council on progress <b>In Progress</b>	Update Council on progress	Update Council on progress	<b>1.2.1</b> - Prepare Outline Development Plans for Meander Valley townships
	b. Commence discussions and negotiations with landowners on a part 5 agreement			Commence discussions	Report on progress	<b>1.2.1</b> - Prepare Outline Development Plans for



# Meander Valley Council Annual Plan 2015/2016



						Meander Valley townships
5	Monitor the progress of the Economic Renewal Action Group (ERAG)	Provide minutes to Council <b>Achieved</b>	Provide minutes to Council <b>Achieved</b>	Provide minutes to Council	Provide minutes to Council	<b>2.1.3</b> – Monitor the Economic Renewal Action Group program implementation
6	Develop Council's Asian Engagement Strategy		Complete Project Scope <b>Achieved</b>	Present Strategy to Council		<b>2.1.1</b> - Implement actions of the Meander Valley Economic Development Strategy
7	Project Sponsor the Thoroughbred Breeding Strategic Plan Project in partnership with TasBreeders	Appoint consultant <b>Achieved</b>	Monitor project progress <b>In Progress</b>	Strategic Plan completed and Govt grant acquitted		<b>2.1.1</b> - Implement actions of the Meander Valley Economic Development Strategy
8	Operate the Great Western Tiers Visitor Centre efficiently and effectively	Report on visitation statistics and sales revenue <b>Achieved</b>	Report on visitation statistics and sales revenue <b>Achieved</b>	Report on visitation statistics and sales revenue	Report on visitation statistics and sales revenue	<b>2.4.2</b> – Manage the operations of the Great Western Tiers Visitor Centre
9	Develop and install a public Wi-Fi infrastructure program for towns in Meander Valley	Commence the development of a public Wi-Fi infrastructure program <b>In Progress</b>	Present program to Council for approval <b>In Progress</b>	Identify the technology and hardware for implementation	Implement program and monitor progress	<b>2.5.1</b> – Facilitate improved communication infrastructure throughout Meander Valley
10	Investigate and develop a program for the installation of security cameras in townships in Meander Valley	Commence development of the business case for the program <b>In Progress</b>	Continue to develop business case <b>In Progress</b>	Present program to Council for approval	For Council funding approval	<b>4.1.1</b> – Assist in the promotion of community safety and health issues across the local government area.

## Resource requirements

No.	Budget allocation	Resources needed	Responsible Officer
1	\$46,000	MVC	Director Economic Development and Sustainability
2	\$18,000	MVC	Communication Officer

## Meander Valley Council Annual Plan 2015/2016



3	\$10,800	MVC	Project Officer
4	Budget allocated in Development Services Budget	MVC	Director Economic Development and Sustainability/ Project Officer/Director Development Services
5	\$5,000	MVC	Director Economic Development and Sustainability
6	\$18,000	MVC	Director Economic Development and Sustainability
7	\$26,000	MVC/DSG/TasBreeders	Director Economic Development and Sustainability
8	\$326,200	MVC	Director Economic Development and Sustainability/Manager Great Western Tiers Visitor Centre
9	\$45,000	MVC/ERAG	Director Economic Development & Sustainability
10	N/A	MVC	Director Economic Development & Sustainability

### Action performance targets

No.	Performance target
1	Report on new development opportunities where commercial in confidence arrangements allow
2	Implement priority actions as agreed by Council's Management Team
3	Report on the progress of priority actions as set by the Sustainable Environment Committee
4	Meet project timeframes as agreed by the specific Project Teams
5	Advise Council of ERAG activity progress
6	Table Strategy
7	Meet requirements of State Government Deed Agreement
8	Track expenditure and income against budget
9	Approval of program by Council
10	Approval of program by Council

## **GOV 2 TOWNSCAPE, RESERVES AND PARKS SPECIAL COMMITTEE MEMBERSHIP**

### **1) Introduction**

The purpose of this report is for Council to appoint a new community representative to Council's Townscape, Reserves and Parks Special Committee (TRAP).

### **2) Background**

Since the latest annual update of appointments to Special Committees made at the December 2015 Council Meeting there has been a further unfilled vacancy on the TRAP Committee.

There has been one expression of interest received for this vacancy that being from Mr Robert (Scott) Wilson of 'Old Wesley Dale', 1970 Mole Creek Road, Mole Creek. Background information on Mr Wilson is attached for Councillors consideration.

### **3) Strategic/Annual Plan Conformance**

Furthers the objectives of the Council's Community Strategic Plan 2014 to 2024:

- Future Direction 5: Innovative leadership and community governance
- Program 1.4.5 of the 2015-16 Annual Plan

### **4) Policy Implications**

Not Applicable

### **5) Statutory Requirements**

Section 24 (2) of the Local Government Act 1993 applies.

### **6) Risk Management**

Not Applicable

### **7) Consultation with State Government and other Authorities**

Not Applicable

## **8) Community Consultation**

Expressions of interest for vacancies on the TRAP Committee were advertised in the Meander Valley Gazette, Council's Community News as well as on Council's web site and social media.

## **9) Financial Impact**

Not Applicable

## **10) Alternative Options**

Council can elect not to appoint the nominated person to the TRAP Committee.

## **11) Officers Comments**

The appointment of community representatives on the TRAP Committee are for a two year period.

**AUTHOR:** David Pyke  
DIRECTOR GOVERNANCE & COMMUNITY SERVICES

## **12) Recommendation**

***It is recommended that Mr Robert (Scott) Wilson be appointed to the Townscape Reserves and Parks Special Committee by Council under Section 24 (2) of the Local Government Act 1993***

## **DECISION:**

Scott Wilson  
1970 Mole Creek Rd  
Mole Creek 7304  
12<sup>th</sup> January, 2016

To Whom it may concern,

Re:TRAP Committee Vacancy

I have a background in both the building industry and agriculture. Since moving to Chudleigh Tasmania from central NSW 15 years ago my wife and I have developed a large country garden at our property "Old WesleyDale", which is often visited by gardening groups.

I have learnt the traditional crafts of drystone walling and hedgelaying which is essentially the long term management of hedgerows.

The meander valley area is well endowed with hedgerowed landscapes of great and significant value.

I have a keenness for horticulture and landscape design and hopefully this would contribute to the townscapes, reserves and parks committee.

Yours Sincerely,

Scott Wilson

## **CORP 1 FINANCIAL REPORTS TO 31 DECEMBER 2015**

### **1) Introduction**

The purpose of this report is to present Council's financial reports to 31 December 2015.

### **2) Background**

The financial reports to 31 December 2015 are presented for Council's attention and include:

- i. Consolidated operating statement with accompanying operating statements for the key operational areas of Council. These compare actual results with budget.
- ii. Exceptions and trends report.
- iii. A detailed list of capital works project expenditure to date.
- iv. A detailed list of capital resealing project expenditure to date.
- v. A detailed list of capital gravelling project expenditure to date.
- vi. A summary of rates outstanding, including a comparison with the level of outstanding rates for the same period last year.
- vii. Cash reconciliation & investments summary.

### **3) Strategic/Annual Plan Conformance**

The Annual Plan requires the financial reports to December 2015 be presented at the January 2016 Council meeting.

### **4) Policy Implications**

Not Applicable

### **5) Statutory Requirements**

Not Applicable

### **6) Risk Management**

Not Applicable

### **7) Consultation with State Government and other Authorities**

Not Applicable

## **8) Community Consultation**

Not Applicable

## **9) Financial Impact**

Not Applicable

## **10) Alternative Options**

Not Applicable

## **11) Officers Comments**

The financial performance for the first six months is discussed in detail in the Exception and Trends Report which is attached.

**AUTHOR:** Jonathan Harmey  
SENIOR ACCOUNTANT

## **12) Recommendation**

***It is recommended that Council receive the following financial reports for the period ended 31 December 2015:***

- i. Consolidated operating statement with accompanying operating statements for the key operational areas of Council.***
- ii. Exception and trends report.***
- iii. A detailed list of capital works project expenditure to date.***
- iv. A detailed list of capital resealing project expenditure to date.***
- v. A detailed list of capital gravelling project expenditure to date.***
- vi. A summary of rates outstanding.***
- vii. Cash reconciliation & investments summary.***

## **DECISION:**



# Meander Valley Council

## 2016 Operating Statement as at 31-Dec-2015

	Actual 2016	Budget 2016	% of Budget
<b>Total Council Operations</b>			
<u>Operating Revenue</u>			
Rate Revenue	10,890,970	10,832,600	100.54%
Fees & User Charges	663,303	1,119,300	59.26%
Contributions & Donations	39,670	350,600	11.31%
Interest	474,525	961,300	49.36%
Grants & Subsidies	2,272,011	6,093,200	37.29%
Other Revenue	244,498	995,900	24.55%
<b>Total Operating Revenue</b>	<b>\$ 14,584,978</b>	<b>\$ 20,352,900</b>	<b>71.66%</b>
<u>Operating Expenditure</u>			
<u>Departments</u>			
Governance & Community Services	800,707	1,632,400	49.05%
Corporate Services	778,924	1,612,500	48.31%
Infrastructure Services	987,510	2,453,300	40.25%
Works	1,580,128	3,530,800	44.75%
Development Services	721,062	1,757,700	41.02%
Economic Development & Sustainability	615,512	1,095,700	56.18%
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 5,483,843</b>	<b>\$ 12,082,400</b>	<b>45.39%</b>
Interest	105,660	311,300	33.94%
Depreciation	2,482,000	4,964,000	50.00%
Payments to Government Authorities	257,157	1,028,600	25.00%
Administration Allocated	-	-	
Other Payments	71,539	236,300	30.27%
<b>Total Operating Expenditure</b>	<b>\$ 8,400,199</b>	<b>\$ 18,622,600</b>	<b>45.11%</b>
<b><u>Operating Surplus/(Deficit)</u></b>	<b>\$ 6,184,779</b>	<b>\$ 1,730,300</b>	





# Meander Valley Council

## 2016 Operating Statement as at 31-Dec-2015

	Actual 2016	Budget 2016	% of Budget
<b>General Administration</b>			
<u>Operating Revenue</u>			
Rate Revenue	-	-	
Fees & User Charges	93,078	136,000	68.44%
Contributions & Donations	1,255	3,100	40.47%
Interest	-	-	
Grants & Subsidies	-	-	
Other Revenue	2,775	16,300	17.02%
<b>Total Operating Revenue</b>	<b>\$ 97,107</b>	<b>\$ 155,400</b>	<b>62.49%</b>
<u>Operating Expenditure</u>			
<u>Departments</u>			
Governance & Community Services	539,960	1,066,300	50.64%
Corporate Services	757,100	1,572,800	48.14%
Infrastructure Services	80,765	202,300	39.92%
Works	92	3,200	2.87%
Development Services	43,227	76,500	56.51%
Economic Development & Sustainability	-	-	
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 1,421,144</b>	<b>\$ 2,921,100</b>	<b>48.65%</b>
Interest	-	-	
Depreciation	112,250	224,500	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	(27,694)	(76,000)	36.44%
Other Payments	23,051	28,500	80.88%
<b>Total Operating Expenditure</b>	<b>\$ 1,528,751</b>	<b>\$ 3,098,100</b>	<b>49.34%</b>
<b><u>Operating Surplus/(Deficit)</u></b>	<b>(\$ 1,431,644)</b>	<b>(\$ 2,942,700)</b>	<b>48.65%</b>



# Meander Valley Council

## 2016 Operating Statement as at 31-Dec-2015

	Actual 2016	Budget 2016	% of Budget
<b>Roads Streets and Bridges</b>			
<u>Operating Revenue</u>			
Rate Revenue	-	-	
Fees & User Charges	60,979	62,000	98.35%
Contributions & Donations	-	200,000	0.00%
Interest	-	-	
Grants & Subsidies	1,505,770	3,751,200	40.14%
Other Revenue	-	-	
<b>Total Operating Revenue</b>	<b>\$ 1,566,749</b>	<b>\$ 4,013,200</b>	<b>39.04%</b>
<u>Operating Expenditure</u>			
<u>Departments</u>			
Governance & Community Services	-	-	
Corporate Services	-	-	
Infrastructure Services	25,167	135,300	18.60%
Works	1,042,270	2,086,600	49.95%
Development Services	-	-	
Economic Development & Sustainability	-	-	
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 1,067,437</b>	<b>\$ 2,221,900</b>	<b>48.04%</b>
Interest	-	-	
Depreciation	1,551,400	3,102,800	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	-	100,000	0.00%
<b>Total Operating Expenditure</b>	<b>\$ 2,618,837</b>	<b>\$ 5,424,700</b>	<b>48.28%</b>
<b><u>Operating Surplus/(Deficit)</u></b>	<b>(\$ 1,052,088)</b>	<b>(\$ 1,411,500)</b>	<b>74.54%</b>



# Meander Valley Council

## 2016 Operating Statement as at 31-Dec-2015

	Actual 2016	Budget 2016	% of Budget
<b>Health and Community and Welfare</b>			
<u>Operating Revenue</u>			
Rate Revenue	2,242,101	2,218,600	101.06%
Fees & User Charges	205,617	430,800	47.73%
Contributions & Donations	26,782	135,000	19.84%
Interest	105,660	211,300	50.00%
Grants & Subsidies	50,000	55,000	90.91%
Other Revenue	35,649	84,900	41.99%
<b>Total Operating Revenue</b>	<b>\$ 2,665,809</b>	<b>\$ 3,135,600</b>	<b>85.02%</b>
<u>Operating Expenditure</u>			
<u>Departments</u>			
Governance & Community Services	126,445	280,100	45.14%
Corporate Services	-	700	0.00%
Infrastructure Services	745,083	1,774,100	42.00%
Works	414,236	966,600	42.86%
Development Services	184,067	406,600	45.27%
Economic Development & Sustainability	615,512	1,095,700	56.18%
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 2,085,343</b>	<b>\$ 4,523,800</b>	<b>46.10%</b>
Interest	105,660	311,300	33.94%
Depreciation	255,300	510,600	50.00%
Payments to Government Authorities	257,157	1,028,600	25.00%
Administration Allocated	27,436	75,400	36.39%
Other Payments	28,056	69,000	40.66%
<b>Total Operating Expenditure</b>	<b>\$ 2,758,953</b>	<b>\$ 6,518,700</b>	<b>42.32%</b>
<b><u>Operating Surplus/(Deficit)</u></b>	<b>(\$ 93,143)</b>	<b>(\$ 3,383,100)</b>	<b>2.75%</b>



# Meander Valley Council

## 2016 Operating Statement as at 31-Dec-2015

	Actual 2016	Budget 2016	% of Budget
<b>Land Use Planning and Building</b>			
<u>Operating Revenue</u>			
Rate Revenue	-	-	
Fees & User Charges	196,654	321,000	61.26%
Contributions & Donations	-	-	
Interest	-	-	
Grants & Subsidies	-	-	
Other Revenue	21,667	36,000	60.19%
<b>Total Operating Revenue</b>	<b>\$ 218,321</b>	<b>\$ 357,000</b>	<b>61.15%</b>
<u>Operating Expenditure</u>			
<u>Departments</u>			
Governance & Community Services	-	-	
Corporate Services	-	-	
Infrastructure Services	20,070	42,300	47.45%
Works	-	-	
Development Services	493,769	1,280,600	38.56%
Economic Development & Sustainability	-	-	
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 513,839</b>	<b>\$ 1,322,900</b>	<b>38.84%</b>
Interest	-	-	
Depreciation	10,250	20,500	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	-	-	
<b>Total Operating Expenditure</b>	<b>\$ 524,089</b>	<b>\$ 1,343,400</b>	<b>39.01%</b>
<b><u>Operating Surplus/(Deficit)</u></b>	<b>(\$ 305,768)</b>	<b>(\$ 986,400)</b>	<b>31.00%</b>



# Meander Valley Council

## 2016 Operating Statement as at 31-Dec-2015

	Actual 2016	Budget 2016	% of Budget
<b>Recreation and Culture</b>			
<u>Operating Revenue</u>			
Rate Revenue	-	-	
Fees & User Charges	106,976	169,500	63.11%
Contributions & Donations	10,634	12,500	85.07%
Interest	-	-	
Grants & Subsidies	160,000	150,000	106.67%
Other Revenue	10,117	18,500	54.69%
<b>Total Operating Revenue</b>	<b>\$ 287,727</b>	<b>\$ 350,500</b>	<b>82.09%</b>
<u>Operating Expenditure</u>			
<u>Departments</u>			
Governance & Community Services	134,302	286,000	46.96%
Corporate Services	19,894	33,000	60.28%
Infrastructure Services	112,583	314,300	35.82%
Works	372,665	854,100	43.63%
Development Services	-	-	
Economic Development & Sustainability	-	-	
<b>Maintenance &amp; Working Expenses</b>	<b>\$ 639,444</b>	<b>\$ 1,487,400</b>	<b>42.99%</b>
Interest	-	-	
Depreciation	383,650	767,300	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	19,779	38,000	52.05%
<b>Total Operating Expenditure</b>	<b>\$ 1,042,873</b>	<b>\$ 2,292,700</b>	<b>45.49%</b>
<b><u>Operating Surplus/(Deficit)</u></b>	<b>(\$ 755,145)</b>	<b>(\$ 1,942,200)</b>	<b>38.88%</b>



# Meander Valley Council

## 2016 Operating Statement as at 31-Dec-2015

	Actual 2016	Budget 2016	% of Budget
<b>Unallocated and Unclassified</b>			
<u>Operating Revenue</u>			
Rate Revenue	8,648,869	8,614,000	100.40%
Fees & User Charges	-	-	
Contributions & Donations	1,000	-	
Interest	368,865	750,000	49.18%
Grants & Subsidies	556,241	2,137,000	26.03%
Other Revenue	174,289	840,200	20.74%
<b>Total Operating Revenue</b>	<b>\$ 9,749,264</b>	<b>\$ 12,341,200</b>	<b>79.00%</b>
<u>Operating Expenditure</u>			
<u>Departments</u>			
Governance & Community Services	-	-	
Corporate Services	1,930	6,000	32.17%
Infrastructure Services	3,840	(15,000)	-25.60%
Works	(249,135)	(379,700)	65.61%
Development Services	-	(6,000)	0.00%
Economic Development & Sustainability	-	-	
<b>Maintenance &amp; Working Expenses</b>	<b>(\$ 243,364)</b>	<b>(\$ 394,700)</b>	<b>61.66%</b>
Interest	-	-	
Depreciation	169,150	338,300	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	258	600	42.94%
Other Payments	653	800	81.58%
<b>Total Operating Expenditure</b>	<b>(\$ 73,304)</b>	<b>(\$ 55,000)</b>	<b>133.28%</b>
<b><u>Operating Surplus/(Deficit)</u></b>	<b>\$ 9,822,568</b>	<b>\$ 12,396,200</b>	<b>79.24%</b>

## OPERATING STATEMENT - EXCEPTION & TRENDS REPORT

### Consolidated Operating Statement

The Operating Statement for the first six months of the financial year is within management's forecasts. There are some exceptions from Councils budget adopted in June 2015 and developing trends which are discussed further in the Analysis by Function sections.

### REVENUE

**Rate Revenue** – All Rates Revenue is recognised for the year, with only additional rates received on supplementary valuations between now and the financial year end to be included. The rates debtor balances outstanding at 31<sup>st</sup> December 2015 appears in Report vi.

**Fees and Charges** – Are slightly above budget and are expected to be within budget at year end.

**Contributions & Donations** – Are well below budget however when new subdivision assets taken over by Council are recognised at financial year end, is expected to be within budget.

**Interest** – Is within budget and in line with expectations.

**Grants & Subsidies** – Is below budget and will continue to be due to the Commonwealth Government's decision to prepay 50% of the 2016 Financial Assistance Grants in 2015.

**Other Revenue** – Is well below budget to the end of December principally due to the small amount of annual Tas Water distributions that have been received at this point in time.

### EXPENSES

#### Departments

**Governance & Community Services** – within budget expectations

**Corporate Services** – within budget expectations

**Infrastructure Services** – slightly below budget expectations

**Works** – within budget expectations

**Development Services** – slightly below budget expectations

**Economic Development & Sustainability** – slightly above budget expectations

**Interest** – Two of the four interest instalments have been paid to Tascorp for loaned funds. The annual recognition for unwinding of the Westbury and Deloraine tip rehabilitation provisions is recognised under interest and will be accounted for at year end which has caused this item to be under budget at December.

**Depreciation** – Is accurately calculated and accounted for at year end however a proportionate amount (50%) of the budget has been allocated for the purposes of the Operating Statement report.

**Payments to Government Authorities** – One of the four instalments for the Fire Levy have been incurred to December.

**Other Payments** – Is below budget. This item is largely notional accounting values of infrastructure assets written off upon reconstruction or disposal, this is accounted for as part of the year end procedures. The Tasmanian Audit Office fees and Community Grants are also recognised in Other Payments. This item is expected to be within budget at year end.

## Analysis by Function

### Administration

<b>Revenue</b>	<b>\$ 97,107</b>	<b>62.49 %</b>
<b>Expenses</b>	<b>\$ 1,528,751</b>	<b>49.34 %</b>

Revenue is above budget to December. Property sales related activity including the 337 property certificate fees income in Fees and User Charges are marginally above expectations, included in this item is commercial rent which is exceeding budget.

Expenses for *Infrastructure* are below budget due to work that is yet to be undertaken in the Geographic Information System area. Other Payments includes the Tasmanian Audit Office fees which will be fully expensed by year end.

### Roads, Street and Bridges

<b>Revenue</b>	<b>\$ 1,566,749</b>	<b>39.04 %</b>
<b>Expenses</b>	<b>\$ 2,618,837</b>	<b>48.28 %</b>

Fees and Charges income is the annual heavy vehicle licence fees distribution from the State Government which has been received in full. Government Grants reflect the receipt of 50% of the reduced annual Grants Commission allocation (see note in unallocated function), \$672,437 (36%) of the annual Commonwealth Roads to Recovery funding with the remainder due prior to the end of the financial year, \$300,000 towards the Blackstone Heights footpath projects and \$50,000 towards a study to be completed focussing on a potential new roundabout on Westbury Road, Prospect Vale. Contributions & Donations includes subdivision road assets taken over from developers and is expected to be in line with budget when accounted for at year end.

While bridge maintenance expenditure in *Infrastructure* is below budget, expenditure overall is trending within budget. Other Payments are budgeted amounts for road and bridge infrastructure that is written off upon reconstruction or disposal, this will be accounted for at financial year end.

### Health, Community and Welfare

<b>Revenue</b>	<b>\$ 2,665,809</b>	<b>85.02 %</b>
<b>Expenses</b>	<b>\$ 2,758,953</b>	<b>42.32 %</b>

Revenue is well above budget to date, this is due to the full recognition of all Waste Management Service Charges and Fire Levies for the year. The Contributions & Donations income will increase to be within budget once stormwater infrastructure assets in new subdivisions are recognised and contributions from community cars are accounted for at year end. Interest income is two interest payments received from Aged Care Deloraine. A corresponding expense is shown in Interest expenses for Council's funds on paid to Tascorp. Grant revenue is \$50,000 received from the State Government for the Meander Valley Enterprise Centre's (MVEC) work with the Economic Renewal Action Group, this has been forwarded to MVEC.

Expenditure is slightly below budget at this point. *Infrastructure* is slightly below budget which includes a new agreement for the supply of street lighting services; we are now billed monthly with the December invoice not yet received. Household Waste and recycling collection invoices for December have not yet been received from supplier Tox Free Australia.



## Analysis by Function

*Economic Development & Sustainability* is slightly over budget in the Economic Services area which includes an unbudgeted amount of \$10,000 for NBN fibre design works in Hadspen and Westbury. The Environmental Protection function includes \$25,000 which was incurred for HGL Project work, this was funded in the 2015 financial year.

Payments to Government Authorities is the State Fire Levy. Only one of the four instalments have been paid to December with the amount of \$245,800 due in early January. Interest Expense is payments to Tascorp as described above however also includes a budget for the accounting transactions of unwinding the liability for Council to rehabilitate tip sites at Cluan and Deloraine.

### Land Use Planning & Building

<b>Revenue</b>	<b>\$ 218,321</b>	<b>61.15 %</b>
<b>Expenses</b>	<b>\$ 524,089</b>	<b>39.01 %</b>

Fees and User Charges are development approval and building approval fees. Revenue in the building function is trending above budget with the quantity of compliance work above expectations to December. *Development Services* expenditure is below budget to date with further work to be completed on the Hadspen and Deloraine Outline Development Plans and streetscape planning project for Westbury Rd, Prospect Vale.

### Recreation and Culture

<b>Revenue</b>	<b>\$ 287,727</b>	<b>82.09 %</b>
<b>Expenses</b>	<b>\$ 1,042,873</b>	<b>45.49 %</b>

Fees and User Charges from recreation facilities is currently above budget, as too is Contributions which are payments received from property developers in lieu of public open space due to subdivision activity being above expectations. Grants income includes \$150,000 from the State Government for building works at the Westbury Recreation ground.

Overall expenditure is slightly below budget. *Corporate Services* expenditure includes all property insurance premiums and land tax paid in the first half of the year. *Infrastructure* is below budget at this point in time with further building maintenance to be completed in the next six months and only one third of the annual Deloraine pool management contract's seasonal costs being paid to date. Other Payments include Community Grants in the recreation area.

### Unallocated & Unclassified

<b>Revenue</b>	<b>\$ 9,749,264</b>	<b>79.00 %</b>
<b>Expenses</b>	<b>\$ -73,304</b>	<b>133.28 %</b>

Rate Revenue is the general rates component of the rates raised for the year. Interest income is within budget expectations. The first two instalments of Financial Assistance Grants from the State Grants Commission have been received however this is currently under budget and will continue to be at year end. This is due to the Commonwealth Government's decision to prepay \$2,110,793 (50%) of the 2016 Financial Assistance Grant as income in the 2015 financial year. While four instalments will be received in 2016, they will be for the remaining allocated grant funds. Other Revenue is Council's ownership distributions from Tas Water and is well below budget however is expected to be received in full at year end. Departmental expenditure is principally accounting entries to balance depreciation across the functions of Council and gravel inventory allocations. This expenditure will trend closer to budget at year end.

# Capital Project Report

## 2016 Financial Year



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	<i>Brought Forward Amount</i>	<i>Current Amount</i>	<i>Total Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>Administration</b>						
<b>100 - Administration</b>						
5039 Deloraine Office/Serv Tas Building - Costs of Sale 10/11	\$9,950.01	\$0.00	\$9,950.01	\$0.00	-\$9,950.01	0.00%
5101 Workstations and Peripherals	\$0.00	\$20,114.55	\$20,114.55	\$29,000.00	\$8,885.45	69.36%
5102 Network Infrastructure	\$0.00	\$7,496.39	\$7,496.39	\$26,200.00	\$18,703.61	28.61%
5111 Software and Upgrades	\$0.00	\$6,126.72	\$6,126.72	\$74,500.00	\$68,373.28	8.22%
5115 Conquest Software Updrade	\$0.00	\$59.71	\$59.71	\$45,000.00	\$44,940.29	0.13%
5117 VOIP Network Installation 13/14	\$59,406.11	\$12,088.41	\$71,494.52	\$70,000.00	-\$1,494.52	102.14%
5122 Council Office - Energy Efficiency (CEEP Funding) 13/14	\$0.00	\$370.91	\$370.91	\$0.00	-\$370.91	0.00%
5124 PV Marketplace Digital Display	\$1,031.39	\$3,927.02	\$4,958.41	\$10,000.00	\$5,041.59	49.58%
5125 Plotter/Scanner Printer Replacement	\$0.00	\$12,630.13	\$12,630.13	\$15,000.00	\$2,369.87	84.20%
100 - Administration Sub Total	\$70,387.51	\$62,813.84	\$133,201.35	\$269,700.00	\$136,498.65	49.39%
<b>100 - Administration Sub Total</b>	<b>\$70,387.51</b>	<b>\$62,813.84</b>	<b>\$133,201.35</b>	<b>\$269,700.00</b>	<b>\$136,498.65</b>	<b>49.39%</b>

### Roads Streets and Bridges

#### 201 - Roads and Streets

5715 Dexter St - Westbury	\$0.00	\$2,140.12	\$2,140.12	\$15,000.00	\$12,859.88	14.27%
5813 Jane St - Bracknell	\$0.00	\$4,468.42	\$4,468.42	\$20,000.00	\$15,531.58	22.34%
5826 Church St West - Deloraine	\$0.00	\$18,439.14	\$18,439.14	\$15,000.00	-\$3,439.14	122.93%
5829 Morrison St - Deloraine 10/11	\$3,174.79	\$0.00	\$3,174.79	\$9,750.00	\$6,575.21	32.56%
5837 Dry St - Deloraine	\$0.00	\$30,847.07	\$30,847.07	\$35,250.00	\$4,402.93	87.51%
5852 Goderick East - Deloraine 12/13	\$0.00	\$0.00	\$0.00	\$54,000.00	\$54,000.00	0.00%
5865 Bartley St Bass Hwy To Main St- Hadspen	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
5896 Westbury Rd - Prospect Vale	\$0.00	\$0.00	\$0.00	\$70,000.00	\$70,000.00	0.00%
5924 Vale St - Prospect Vale 13/14	\$680,204.78	\$23,668.38	\$703,873.16	\$700,000.00	-\$3,873.16	100.55%
5962 William St, Westbury	\$0.00	\$31,130.91	\$31,130.91	\$37,000.00	\$5,869.09	84.14%
5978 Franklin St - Westbury	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
5983 Old Bass Highway, Westbury	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
5984 Old Bass Highway - Carrick	\$0.00	\$23,948.55	\$23,948.55	\$105,000.00	\$81,051.45	22.81%

# Capital Project Report

## 2016 Financial Year



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	<i>Brought Forward Amount</i>	<i>Current Amount</i>	<i>Total Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
5990 Meander Valley Road - Deloraine	\$237,401.43	\$88,752.84	\$326,154.27	\$367,000.00	\$40,845.73	88.87%
6000 Old Bass Highway - Hadspen	\$0.00	\$5,985.00	\$5,985.00	\$100,000.00	\$94,015.00	5.99%
6101 Black Hills Rd - Black Hills	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00	0.00%
6105 Panorama Rd - Blackstone Heights 13/14	\$0.00	\$154.56	\$154.56	\$41,600.00	\$41,445.44	0.37%
6123 Mersey Hill Rd - Chudleigh	\$0.00	\$2,711.94	\$2,711.94	\$20,000.00	\$17,288.06	13.56%
6128 R2R 2016 Dairy Plains Rd Cheshunt To End - Dairy	\$0.00	\$5,283.49	\$5,283.49	\$215,000.00	\$209,716.51	2.46%
6138 Lansdowne Pl - Deloraine	\$0.00	\$0.00	\$0.00	\$175,000.00	\$175,000.00	0.00%
6139 R2R 2016 Dunorlan Rd Bengoe To Weegen - Dunorlan	\$0.00	\$139,628.48	\$139,628.48	\$180,000.00	\$40,371.52	77.57%
6170 R2R 2016 Bengoe Rd Dunorlan To Mole Ck Rd- Red Hills	\$0.00	\$140,919.06	\$140,919.06	\$140,000.00	-\$919.06	100.66%
6172 Gulf Rd - Liffey	\$0.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00	0.00%
6176 Meander Main Rd - Meander	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
6208 Bogan Rd - Quamby Brook 13/14	\$1,132.03	\$20,159.13	\$21,291.16	\$25,000.00	\$3,708.84	85.16%
6229 Marriott St Moore To Lyttleton St	\$0.00	\$158,946.67	\$158,946.67	\$200,000.00	\$41,053.33	79.47%
6230 Taylor St North Of Dexter - Westbury	\$0.00	\$20,948.49	\$20,948.49	\$40,000.00	\$19,051.51	52.37%
6234 King St Mary To Marriott St - Westbury	\$0.00	\$86,368.42	\$86,368.42	\$95,000.00	\$8,631.58	90.91%
6245 R2R 2016 Westwood Rd - Westwood	\$0.00	\$183,815.98	\$183,815.98	\$325,000.00	\$141,184.02	56.56%
6256 East Parade - Deloraine	\$0.00	\$28,092.49	\$28,092.49	\$30,000.00	\$1,907.51	93.64%
6276 Westbury Rd - Prospect: Transport Study Projects	\$0.00	\$3,063.18	\$3,063.18	\$637,500.00	\$634,436.82	0.48%
6282 Pedestrian Access Ramps - Footpaths	\$0.00	\$7,094.91	\$7,094.91	\$20,000.00	\$12,905.09	35.47%
6283 Westbury Rd - Cycling Lanes 13/14	\$15,873.50	\$0.00	\$15,873.50	\$50,000.00	\$34,126.50	31.75%
6284 New Footpath Developments - Westbury	\$0.00	\$0.00	\$0.00	\$40,000.00	\$40,000.00	0.00%
6285 New Footpath Developments - Blackstone	\$609.28	\$13,719.10	\$14,328.38	\$537,000.00	\$522,671.62	2.67%
6287 Street Furniture - Renewals	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
6288 Westbury Rd - PVP Entrance Roundabout	\$0.00	\$5,015.71	\$5,015.71	\$50,000.00	\$44,984.29	10.03%
6289 Mt Leslie Rd - St Patricks Parking Improvements	\$0.00	\$1,638.00	\$1,638.00	\$15,000.00	\$13,362.00	10.92%
6290 Street Trees	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00	0.00%
201 - Roads and Streets Sub Total	\$938,395.81	\$1,046,940.04	\$1,985,335.85	\$4,649,100.00	\$2,663,764.15	42.70%

# Capital Project Report

## 2016 Financial Year



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	<i>Brought Forward Amount</i>	<i>Current Amount</i>	<i>Total Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>210 - Bridges</b>						
5206 Quamby Brook Byes Road	\$3,165.00	\$0.00	\$3,165.00	\$65,000.00	\$61,835.00	4.87%
5207 R2R 2016 Damper Creek Montana Road	\$0.00	\$5,502.63	\$5,502.63	\$256,000.00	\$250,497.37	2.15%
5265 Rubicon River Elmers Road	\$0.00	\$0.00	\$0.00	\$36,500.00	\$36,500.00	0.00%
5267 Western Creek Montana Road	\$4,758.05	\$0.00	\$4,758.05	\$0.00	-\$4,758.05	0.00%
5290 Mersey River Union Bridge Road	\$6,738.55	\$5,672.32	\$12,410.87	\$14,800.00	\$2,389.13	83.86%
5293 R2R 2016 Western Creek Tribulet Cheshunt Road	\$4,758.05	\$142.91	\$4,900.96	\$199,000.00	\$194,099.04	2.46%
5299 Un-Named Creek Wadleys Road	\$0.00	\$0.00	\$0.00	\$40,000.00	\$40,000.00	0.00%
5303 Mole Creek Shalstone Road	\$4,758.05	\$352.75	\$5,110.80	\$183,000.00	\$177,889.20	2.79%
5324 R2R 2016 Chittys Creek Reiffers Road	\$4,758.05	\$142.91	\$4,900.96	\$162,000.00	\$157,099.04	3.03%
5408 Coiler Creek Tribulet Mt.Pats Estate	\$0.00	\$1,297.91	\$1,297.91	\$182,000.00	\$180,702.09	0.71%
5450 Bridge Safety Barrier & Signage	\$0.00	\$58,693.95	\$58,693.95	\$80,000.00	\$21,306.05	73.37%
210 - Bridges Sub Total	\$28,935.75	\$71,805.38	\$100,741.13	\$1,218,300.00	\$1,117,558.87	8.27%
<b>200 - Roads Streets and Bridges Sub Total</b>						
	<b>\$967,331.56</b>	<b>\$1,118,745.42</b>	<b>\$2,086,076.98</b>	<b>\$5,867,400.00</b>	<b>\$3,781,323.02</b>	<b>35.55%</b>
<b>Health and Community Welfare</b>						
<b>314 - Emergency Services</b>						
6752 SES Vehicle Purchase	\$4,242.60	\$35,984.73	\$40,227.33	\$40,000.00	-\$227.33	100.57%
314 - Emergency Services Sub Total	\$4,242.60	\$35,984.73	\$40,227.33	\$40,000.00	-\$227.33	100.57%
<b>315 - Cemeteries</b>						
6302 Deloraine Lawn Cemetery Concrete Slabs	\$0.00	\$4,181.87	\$4,181.87	\$5,000.00	\$818.13	83.64%
6305 Deloraine Lawn Cemetery Irrigation System	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
315 - Cemeteries Sub Total	\$0.00	\$4,181.87	\$4,181.87	\$15,000.00	\$10,818.13	27.88%
<b>316 - Community Amenities</b>						
6520 Public Wifi at Council Buildings Project	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00	0.00%
316 - Community Amenities Sub Total	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00	0.00%

# Capital Project Report

## 2016 Financial Year



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	<i>Brought Forward Amount</i>	<i>Current Amount</i>	<i>Total Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>321 - Tourism &amp; Area Promotion</b>						
7824 GWTVIC - Energy Efficiency (CEEP Funding) 13/14	\$52,668.49	\$2,143.18	\$54,811.67	\$61,470.46	\$6,658.79	89.17%
7827 Deloraine Community WiFi 13/14	\$3,502.14	\$0.00	\$3,502.14	\$20,000.00	\$16,497.86	17.51%
7829 GWTVIC External Cladding	\$0.00	\$945.00	\$945.00	\$35,000.00	\$34,055.00	2.70%
321 - Tourism & Area Promotion Sub Total	\$56,170.63	\$3,088.18	\$59,258.81	\$116,470.46	\$57,211.65	50.88%
<b>322 - Economic Services</b>						
7830 Subdivision Development - East Goderich St, Deloraine	\$4,398.75	\$4,594.59	\$8,993.34	\$0.00	-\$8,993.34	0.00%
322 - Economic Services Sub Total	\$4,398.75	\$4,594.59	\$8,993.34	\$0.00	-\$8,993.34	0.00%
<b>335 - Household Waste</b>						
6605 Mobile Garbage Bins	\$0.00	\$19,573.05	\$19,573.05	\$20,000.00	\$426.95	97.87%
6609 Deloraine Tip - Bailer & Enclosure (NTWM Grant) 13/14	\$46,827.61	\$0.00	\$46,827.61	\$80,000.00	\$33,172.39	58.53%
335 - Household Waste Sub Total	\$46,827.61	\$19,573.05	\$66,400.66	\$100,000.00	\$33,599.34	66.40%
<b>351 - Storm Water Drainage</b>						
6414 Winifred-Jane Cres, Hadspen - Stormwater	\$3,766.35	\$0.00	\$3,766.35	\$40,000.00	\$36,233.65	9.42%
6417 Tyler House, Prospect - Stormwater	\$4,447.88	\$0.00	\$4,447.88	\$40,000.00	\$35,552.12	11.12%
6433 Jane St, Bracknell Stormwater	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.00%
6445 Beefeater St Deloraine Stormwater	\$151.03	\$1,357.70	\$1,508.73	\$75,000.00	\$73,491.27	2.01%
6446 Blackstone Rd Blackstone Stormwater	\$0.00	\$15,346.74	\$15,346.74	\$18,000.00	\$2,653.26	85.26%
6458 Browne St, Hadspen - Stormwater	\$2,152.20	\$1,981.05	\$4,133.25	\$40,000.00	\$35,866.75	10.33%
6479 Kipling Cr - Hadspen Stormwater	\$0.00	\$5,653.99	\$5,653.99	\$230,000.00	\$224,346.01	2.46%
6483 Taylor St, Westbury Stormwater	\$0.00	\$8,961.13	\$8,961.13	\$40,000.00	\$31,038.87	22.40%
6484 Meander Valley Rd, Deloraine Stormwater	\$13,048.34	\$51,931.55	\$64,979.89	\$75,000.00	\$10,020.11	86.64%
6485 Montpellier Dr, Prospect Vale - Stormwater	\$2,152.20	\$5,275.91	\$7,428.11	\$125,000.00	\$117,571.89	5.94%
6494 Side Entry Pit Replacements	\$0.00	\$0.00	\$0.00	\$16,000.00	\$16,000.00	0.00%
6495 Urban Stormwater Drainage – Program Budget	\$0.00	\$1,380.88	\$1,380.88	\$231,000.00	\$229,619.12	0.60%
351 - Storm Water Drainage Sub Total	\$25,718.00	\$91,888.95	\$117,606.95	\$980,000.00	\$862,393.05	12.00%

# Capital Project Report

## 2016 Financial Year



11-Jan-2016 03:00:17

	<i>Brought Forward Amount</i>	<i>Current Amount</i>	<i>Total Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>381 - Families Youth and Children</b>						
6902 Community Development Outdoor Equipment Trailer	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
381 - Families Youth and Children Sub Total	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
<b>300 - Health and Community Welfare Sub Total</b>	<b>\$137,357.59</b>	<b>\$159,311.37</b>	<b>\$296,668.96</b>	<b>\$1,306,470.46</b>	<b>\$1,009,801.50</b>	<b>22.71%</b>
<b>Recreation and Culture</b>						
<b>505 - Public Halls</b>						
7403 Westbury Town Hall - Heating	\$0.00	\$13,629.29	\$13,629.29	\$50,000.00	\$36,370.71	27.26%
7423 Chudleigh Hall - Replace Flooring	\$0.00	\$37,218.97	\$37,218.97	\$50,000.00	\$12,781.03	74.44%
7424 Carrick Hall - Rewiring Electricity	\$0.00	\$9,397.52	\$9,397.52	\$10,000.00	\$602.48	93.98%
7425 Rosevale Hall - Rewiring Electricity	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
505 - Public Halls Sub Total	\$0.00	\$60,245.78	\$60,245.78	\$125,000.00	\$64,754.22	48.20%
<b>525 - Recreation Grounds &amp; Sports Facilities</b>						
7606 Hadspen Rec Ground - Playground Repair (Insurance)	\$242.35	\$29,032.13	\$29,274.48	\$30,470.00	\$1,195.52	96.08%
7608 Del Community Complex - Basketball Rings & Lighting	\$0.00	\$0.00	\$0.00	\$110,000.00	\$110,000.00	0.00%
7619 Westbury Sports Centre - Access Door	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.00%
7621 PVP Clubrooms - Kitchen/Medical Room Upgrades	\$90.54	\$5,152.58	\$5,243.12	\$110,000.00	\$104,756.88	4.77%
7633 Deloraine Community Complex - Refurbish Kiosk	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
7638 Deloraine Community Complex - Security System Upgrade	\$0.00	\$3,527.53	\$3,527.53	\$15,000.00	\$11,472.47	23.52%
7642 Prospect Vale Park - Training Ground Lighting 10/11	\$7,961.85	\$4,028.05	\$11,989.90	\$5,800.00	-\$6,189.90	206.72%
7668 Westbury Rec Ground - Building Design & Upgrade	\$18,897.61	\$10,993.85	\$29,891.46	\$1,148,781.00	\$1,118,889.54	2.60%
7671 PVP Development Plan - Sportsgrounds Upgrade	\$0.00	\$12,689.00	\$12,689.00	\$339,000.00	\$326,311.00	3.74%
7677 PVP Ground Upgrade Review	\$13,118.82	\$327.08	\$13,445.90	\$20,000.00	\$6,554.10	67.23%
7678 PVP Main Access & Parking	\$4,397.85	\$34,485.41	\$38,883.26	\$100,000.00	\$61,116.74	38.88%
7679 PVP Play Scape & Park Furniture	\$0.00	\$15,854.90	\$15,854.90	\$160,000.00	\$144,145.10	9.91%
525 - Recreation Grounds & Sports Facilities Sub Total	\$44,709.02	\$116,090.53	\$160,799.55	\$2,074,051.00	\$1,913,251.45	7.75%

# Capital Project Report

## 2016 Financial Year



11-Jan-2016 03:00:17

	<i>Brought Forward Amount</i>	<i>Current Amount</i>	<i>Total Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>545 - Sundry Cultural Activities</b>						
7907 MV Perorning Arts Ctr - Refurbish Female Toilets	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
545 - Sundry Cultural Activities Sub Total	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	0.00%
<b>565 - Parks and Reserves</b>						
8006 Park Furniture - Replacements	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
8023 Las Vegas Drive Reserve - Remove Playground	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	0.00%
8054 Mace St Reserve - Disposal Costs	\$738.18	\$0.00	\$738.18	\$0.00	-\$738.18	0.00%
8090 West Prde Car Park - Access Path 13/14	\$41,211.49	\$1,272.65	\$42,484.14	\$60,000.00	\$17,515.86	70.81%
8093 East Westbury Pl, Deloraine - Path & Bollards	\$11,131.61	\$14,613.76	\$25,745.37	\$25,000.00	-\$745.37	102.98%
565 - Parks and Reserves Sub Total	\$53,081.28	\$15,886.41	\$68,967.69	\$125,000.00	\$56,032.31	55.17%
<b>500 - Recreation and Culture Sub Total</b>	<b>\$97,790.30</b>	<b>\$192,222.72</b>	<b>\$290,013.02</b>	<b>\$2,349,051.00</b>	<b>\$2,059,037.98</b>	<b>12.35%</b>
<b>Unallocated and Unclassified</b>						
<b>625 - Management and Indirect O/Heads</b>						
8803 Minor Plant Purchases	\$0.00	\$10,863.99	\$10,863.99	\$20,000.00	\$9,136.01	54.32%
625 - Management and Indirect O/Heads Sub Total	\$0.00	\$10,863.99	\$10,863.99	\$20,000.00	\$9,136.01	54.32%

# Capital Project Report

## 2016 Financial Year



11-Jan-2016 03:00:17

	<i>Brought Forward Amount</i>	<i>Current Amount</i>	<i>Total Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>655 - Plant Working</b>						
8701 4.5 Tonne Truck (Plant 925)	\$0.00	\$75,478.00	\$75,478.00	\$82,900.00	\$7,422.00	91.05%
8708 13 Tonne Truck (Plant 941)	\$0.00	\$0.00	\$0.00	\$90,000.00	\$90,000.00	0.00%
8710 4.5 Tonne Truck (Plant 965)	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00	0.00%
8712 Mower Replacement (Plant 620)	\$0.00	\$1,111.74	\$1,111.74	\$30,000.00	\$28,888.26	3.71%
8718 Truck Replacement (Plant 956)	\$0.00	\$0.00	\$0.00	\$90,000.00	\$90,000.00	0.00%
8748 Sale Proceeds Grader 2 (Plant 405)	\$0.00	\$0.00	\$0.00	\$17,900.00	\$17,900.00	0.00%
8749 Utility 2WD Westbury (New Plant)	\$0.00	\$25,016.18	\$25,016.18	\$25,000.00	-\$16.18	100.06%
8750 Tag Trailer (New Plant)	\$0.00	\$0.00	\$0.00	\$34,000.00	\$34,000.00	0.00%
8751 Tipper Truck & Trailer (New Plant)	\$0.00	\$73,206.00	\$73,206.00	\$70,000.00	-\$3,206.00	104.58%
8752 3PL Hydraulic Blade Deloraine (New Plant)	\$0.00	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
8753 3PL Hydraulic Blade Westbury (New Plant)	\$0.00	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.00%
655 - Plant Working Sub Total	\$0.00	\$174,811.92	\$174,811.92	\$525,800.00	\$350,988.08	33.25%
<b>675 - Other Unallocated Transactions</b>						
8707 Fleet Vehicle Purchases	\$0.00	\$34,783.57	\$34,783.57	\$133,000.00	\$98,216.43	26.15%
8754 Residential Property 35 William St, Westbury	\$0.00	\$250,202.95	\$250,202.95	\$250,000.00	-\$202.95	100.08%
675 - Other Unallocated Transactions Sub Total	\$0.00	\$284,986.52	\$284,986.52	\$383,000.00	\$98,013.48	74.41%
<b>600 - Unallocated and Unclassified Sub Total</b>	<b>\$0.00</b>	<b>\$470,662.43</b>	<b>\$470,662.43</b>	<b>\$928,800.00</b>	<b>\$458,137.57</b>	<b>50.67%</b>
<b>Total Capital Project Expenditure</b>	<b>\$1,272,866.96</b>	<b>\$2,003,755.78</b>	<b>\$3,276,622.74</b>	<b>\$10,721,421.46</b>	<b>\$7,444,798.72</b>	<b>30.56%</b>



# Capital Resealing Report

## 2016 Financial Year



10-Jan-2016 20:09:38

	<i>Actual Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>Roads Streets and Bridges</b>				
<b>201 - Roads and Streets</b>				
5517 Burns Rd - Caveside	\$173.52	\$0.00	-\$173.52	0.00%
5826 Church St West - Deloraine	\$1,739.38	\$0.00	-\$1,739.38	0.00%
5827 Barrack St East - Deloraine	\$13,389.72	\$0.00	-\$13,389.72	0.00%
5835 Quamby Ct - Deloraine	\$1,036.43	\$0.00	-\$1,036.43	0.00%
5837 Dry St - Deloraine	\$525.08	\$0.00	-\$525.08	0.00%
5855 Westbury Pl East - Deloraine	\$20,574.04	\$0.00	-\$20,574.04	0.00%
5863 Goderick West - Deloraine	\$16,224.45	\$0.00	-\$16,224.45	0.00%
5891 R2R 2016 South Esk Dr - Hadspen	\$222,989.76	\$0.00	-\$222,989.76	0.00%
5895 R2R 2016 Mt Leslie Rd - Prospect Vale	\$1,387.25	\$0.00	-\$1,387.25	0.00%
5900 Chris St To Clifton Crt - Prospect Vale	\$93,764.72	\$0.00	-\$93,764.72	0.00%
6002 Hall St - Chudleigh	\$1,879.89	\$0.00	-\$1,879.89	0.00%
6004 McFarlane St - Hagley	\$3,352.82	\$0.00	-\$3,352.82	0.00%
6114 Fernleigh - Caveside	\$4,857.96	\$0.00	-\$4,857.96	0.00%
6115 Burns Rd - Caveside	\$10,716.38	\$0.00	-\$10,716.38	0.00%
6116 Pool Rd - Caveside	\$4,396.14	\$0.00	-\$4,396.14	0.00%
6117 Jones St - Chudleigh	\$1,347.27	\$0.00	-\$1,347.27	0.00%
6118 Archer St - Chudleigh	\$963.71	\$0.00	-\$963.71	0.00%
6119 Sorrell St - Chudleigh	\$2,190.55	\$0.00	-\$2,190.55	0.00%
6120 Burnett St - Chudleigh	\$1,347.27	\$0.00	-\$1,347.27	0.00%
6123 Mersey Hill Rd - Chudleigh	\$21,904.32	\$0.00	-\$21,904.32	0.00%
6136 Dunhams Rd - Deloraine	\$488.78	\$0.00	-\$488.78	0.00%
6139 R2R 2016 Dunorlan Rd Bengo To Weeger	\$53,720.52	\$0.00	-\$53,720.52	0.00%
6183 Den Rd - Mole Creek	\$18,730.86	\$0.00	-\$18,730.86	0.00%
6186 Gilhams/Eliza - Mole Creek	\$3,093.51	\$0.00	-\$3,093.51	0.00%
6189 Baldocks Rd - Mole Creek	\$925.29	\$0.00	-\$925.29	0.00%
6191 Dadsons Rd - Mole Creek	\$1,840.08	\$0.00	-\$1,840.08	0.00%
6192 Greens Rd - Mole Creek	\$4,749.63	\$0.00	-\$4,749.63	0.00%
6193 South Mole Creek Rd - Mole Creek	\$5,708.38	\$0.00	-\$5,708.38	0.00%
6206 Davis - Quamby Brook	\$3,191.89	\$0.00	-\$3,191.89	0.00%
6234 King St Mary To Marriott St - Westbury	\$15,304.98	\$0.00	-\$15,304.98	0.00%
6242 Western Creek Rd - Western Creek	\$18,382.05	\$0.00	-\$18,382.05	0.00%
6289 Mt Leslie Rd - St Patricks Parking Improver	\$460.21	\$0.00	-\$460.21	0.00%
6299 Reseals General Budget Allocation	\$0.00	\$1,470,246.00	\$1,470,246.00	0.00%
<b>Capital Resealing Projects - Grand Total</b>	<b>\$551,356.84</b>	<b>\$1,470,246.00</b>	<b>\$918,889.16</b>	<b>37.50%</b>

# Capital Gravelling Report

## 2016 Financial Year



10-Jan-2016 20:07:37

	<i>Actual Amount</i>	<i>Budget Amount</i>	<i>Variance Amount</i>	<i>Percentage of Budget</i>
<b>Roads Streets and Bridges</b>				
<b>201 - Roads and Streets</b>				
5519 Joes - Caveside	\$1,027.80	\$0.00	-\$1,027.80	0.00%
5523 Parsons - Caveside	\$1,299.14	\$0.00	-\$1,299.14	0.00%
5557 North St - Elizabeth Town	\$1,687.02	\$0.00	-\$1,687.02	0.00%
5625 Martins - Mole Creek	\$1,932.26	\$0.00	-\$1,932.26	0.00%
5641 South Mole Creek Rd - Mole Creek	\$2,964.86	\$0.00	-\$2,964.86	0.00%
5799 Gravel Resheeting General Budget Alloc	\$0.00	\$300,000.00	\$300,000.00	0.00%
<b>Capital Gravelling Expenditure Total</b>	<b>\$8,911.08</b>	<b>\$300,000.00</b>	<b>\$291,088.92</b>	<b>2.97%</b>

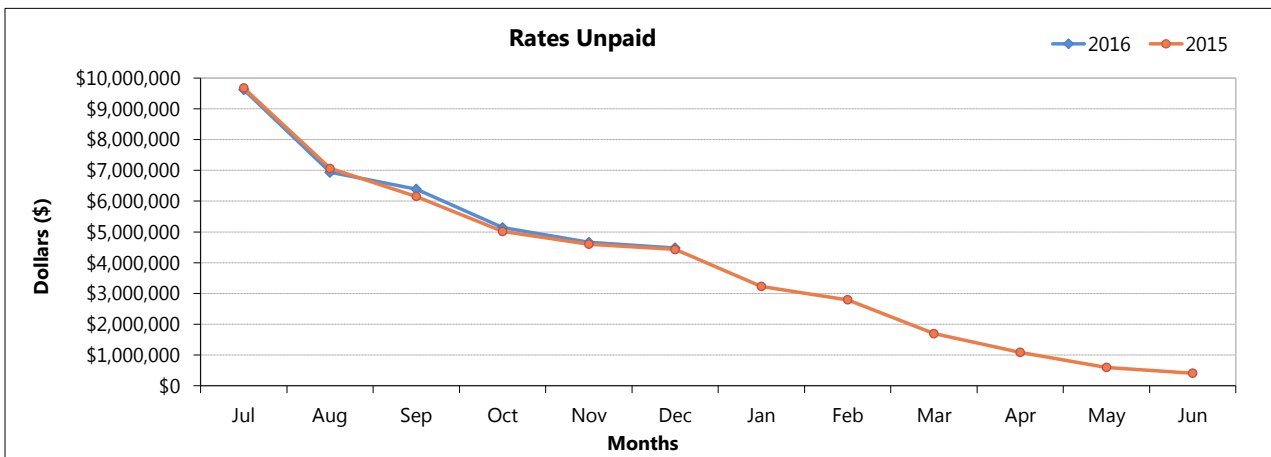
## Meander Valley Rates Report as at 31/12/2015

	2016	2015
<b>Rate Balance Carried Forward from previous Year</b>	\$ 412,232	\$ 710,643
<b>Water Balance Carried Forward from previous Year</b>	\$ 13	\$ 668
<b>2015/16 Rates Raised</b>	\$ 10,890,902	\$ 10,340,263
<b>Interest</b>	\$ 29,303	\$ 39,227
<b>Plus Adjustments</b>	\$ 61,980	\$ 14,799
<b>Payments Received</b>	-\$ 6,915,117	-\$ 6,674,465
<b>Rates Control Account Balance</b>	<u><u>\$ 4,479,315</u></u>	<u><u>\$ 4,431,136</u></u>

**% of Rates Unpaid**

**39.53%**

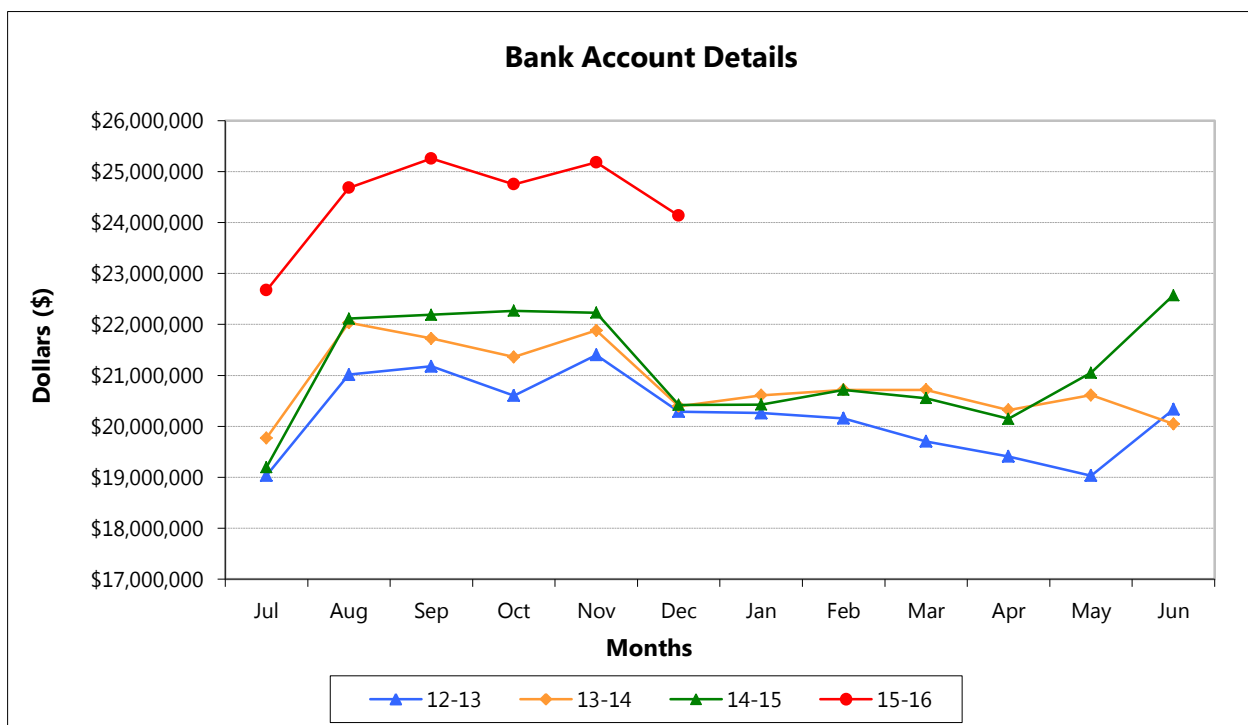
**39.95%**



# Meander Valley Council Cash Reconciliation as at 31-December-2015

	2015-16	2014-15
<b>Balance Carried Forward from previous Year</b>	\$ 22,570,883	\$ 20,046,371
<b>Add Deposits</b>	\$ 11,233,253	\$ 10,868,721
<b>Less Payments</b>	-\$ 9,672,215	-\$ 10,493,858
<b>Balance as per Bank Account</b>	<b><u>\$ 24,131,921</u></b>	<b><u>\$ 20,421,235</u></b>

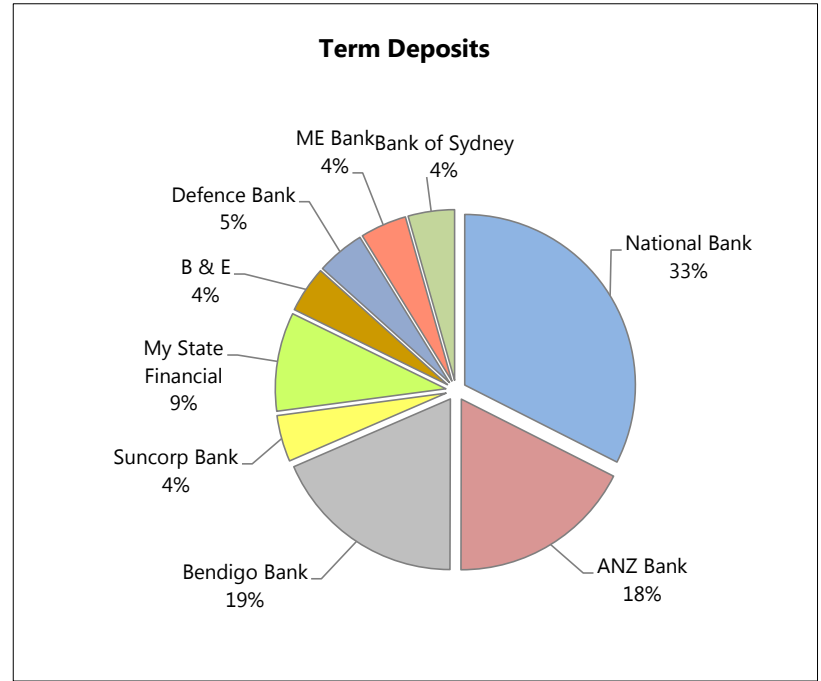
Made up of:	Amount	Interest Rate
Cash at Bank	306,285	0-0.50%
Commonwealth Bank Investments	1,075,173	1.30%
National Bank	7,384,000	2.95%-3.02%
ANZ Bank	4,000,000	2.80%-3.00%
Bendigo Bank	4,200,000	2.85%-3.10%
My State Financial	2,127,964	3.00%-3.20%
B & E Ltd	1,000,000	3.00%
Suncorp Bank	1,000,000	2.85%
ME Bank	1,000,000	2.85%
Defence Bank	1,038,500	3.05%
Bank of Sydney	1,000,000	2.55%
	<b><u>\$ 24,131,921</u></b>	



Date:

31-December-2015

Institution	Deposit	Rate %	Entered	Due
National Australia Bank	1,500,000	3.00%	13/07/2015	13/01/2016
National Australia Bank	1,000,000	3.00%	16/07/2015	16/01/2016
Bank of Sydney	1,000,000	2.55%	18/11/2015	18/01/2016
ANZ Bank	1,000,000	2.80%	1/09/2015	1/03/2016
Suncorp Bank	1,000,000	2.85%	3/09/2015	3/03/2016
ME Bank	1,000,000	2.85%	18/11/2015	17/03/2016
National Australia Bank	1,000,000	3.00%	28/09/2015	28/03/2016
National Australia Bank	800,000	2.95%	28/12/2015	28/03/2016
Defence Bank	1,038,500	3.05%	8/04/2015	8/04/2016
ANZ Bank	1,000,000	2.97%	29/04/2015	29/04/2016
ANZ Bank	1,000,000	2.90%	18/05/2015	18/05/2016
ANZ Bank	1,000,000	3.00%	23/11/2015	23/05/2016
National Australia Bank	1,000,000	3.00%	10/06/2015	10/06/2016
B & E	1,000,000	3.00%	12/06/2015	10/06/2016
MyState Financial	1,050,000	3.20%	12/06/2015	12/06/2016
National Australia Bank	2,084,000	3.02%	27/06/2015	27/06/2016
Bendigo Bank	1,000,000	3.00%	13/07/2015	12/07/2016
Bendigo Bank	1,000,000	3.00%	16/07/2015	15/07/2016
MyState Financial	1,077,964	3.00%	28/12/2015	28/08/2016
Bendigo Bank	1,000,000	2.85%	14/09/2015	14/09/2016
Bendigo Bank	1,200,000	3.10%	16/12/2015	15/12/2016



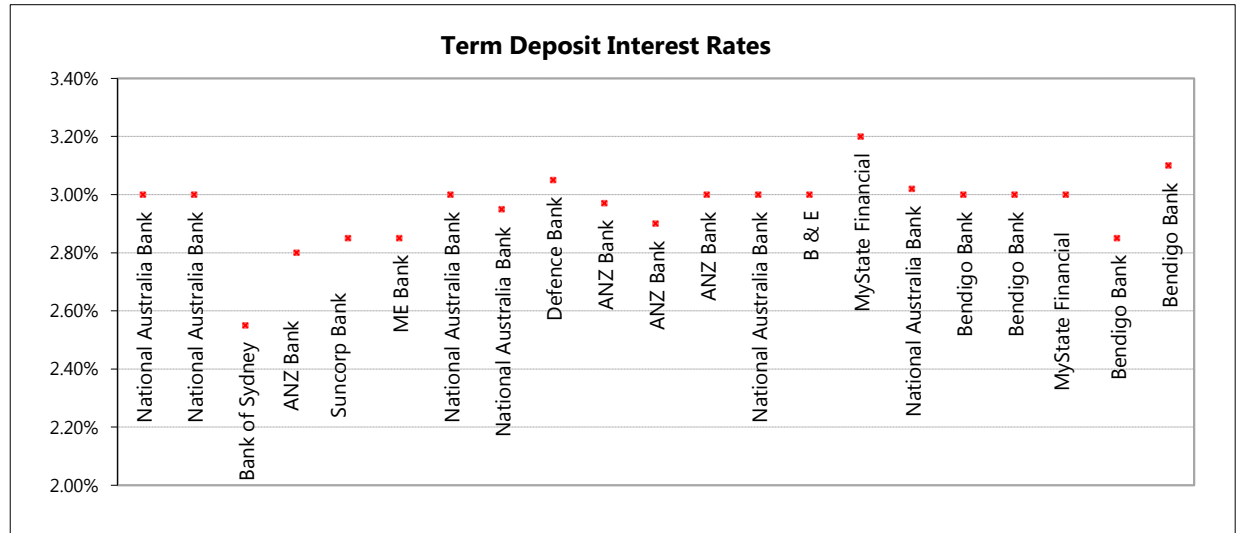
**\$ 22,750,464**

Average Interest Rate 2.96%

**Term Deposits with institutions**

National Bank	7,384,000.00
ANZ Bank	4,000,000.00
Bendigo Bank	4,200,000.00
Suncorp Bank	1,000,000.00
My State Financial	2,127,963.69
B & E	1,000,000.00
Defence Bank	1,038,500.00
ME Bank	1,000,000.00
Bank of Sydney	1,000,000.00

**\$ 22,750,464**



## **CORP 2      DISPOSAL OF SURPLUS COUNCIL LAND**

### **1) Introduction**

The purpose of this report is for Council to consider disposal of the following surplus vacant land: lot 3 Morrison St, Kimberley; lot 1 Highland Lakes Rd and lots 3 and 5 Pumicestone Rd (known as Barra Rd lots), near Deloraine.

### **2) Background**

Council has a number of parcels of land that are not classified as "Public" under the Local Government Act 1993 and considered surplus to requirements. In some instances, the reason why and how Council acquired some parcels is unknown. In the past, owners of low value land have been known to transfer that land to a Council in lieu of paying outstanding rates.

Of the four lots in question, the Morrison St and Highland Lakes lots may have been acquired in this fashion. There doesn't appear to be any other specific reason for Council ownership.

Lots 3 (formerly lot 6) and 5 Pumicestone Rd (known as the Barra Rd lots) were purchased by the newly formed Meander Valley Council at a cost of \$40,000 in June 1993 to resolve a dispute with the subdivider caused by the adjoining quarry attenuation zone introduced or extended after the subdivision was approved by the then Deloraine Council and therefore restricting the development of those lots.

Aerial photos, title plans and basic property reports for the lots are attached to this report.

### **3) Strategic/Annual Plan Conformance**

Supports the following Values of Council's Community Strategic Plan:

- Take a fair, balanced and long term approach
- Use sound business practices

### **4) Policy Implications**

Not Applicable

## 5) Statutory Requirements

Section 177, Sale and disposal of land, Local Government Act 1993 applies. A decision to sell land under this Section must be carried by an absolute majority and a current valuation from the Valuer-General or a qualified valuer will be required.

## 6) Risk Management

There is always some risk with property ownership. Council had some work done in recent years to remove some trees on one of the Barra Rd lots however none of these lots are actively managed and maintained by Council.

## 7) Consultation with State Government and other Authorities

Not Applicable

## 8) Community Consultation

Not Applicable

## 9) Financial Impact

The following table details the current Government values for the land and the annual land tax levied on each.

Description	Land value	Capital Value	Land Tax
lot 3, Morrison St, Kimberley	24,000	24,000	\$325
lot 1, Highland Lakes Rd	36,000	36,000	\$488
lot 3, Pumicestone Rd	90,000	90,000	\$1278
lot 5, Pumicestone Rd	90,000	90,000	\$1278

The final proceeds realised will be net of legal fees and real estate agents costs. A potentially successful sale process would realise a reasonable return to Council.

Land tax savings would total \$3369 annually if all four lots are sold.

## 10) Alternative Options

Council could elect not to sell any or all of the lots.

## 11) Officers Comments

The four lots were previously identified in the report titled Meander Valley Council Property Assessment 2010 prepared and presented to a Council workshop by Council's Economic Development Officer, Craig Plaisted.

During the process of selecting a real estate agent for the sale of properties for unpaid rates the opportunity was taken to discuss the possible sale of these four lots. Although the attached basic property report on each lot indicates various issues from a development perspective the preliminary discussions with the local agents were relatively positive.

There does not appear to be any particular reason for Council to retain these properties and the ongoing responsibilities of ownership. The sale process will ultimately determine if there is a current market for any or all of these lots and their value.

**AUTHOR:** Malcolm Salter  
DIRECTOR CORPORATE SERVICES

## 12) Recommendation

***It is recommended that Council proceed with the sale of the following surplus vacant land under section 177 of the local Government Act 1993: - lot 3, Morrison St, Kimberley; lot 1, Highland Lakes Rd and lots 3 and 5 Pumicestone Rd (known as Barra Rd lots), near Deloraine.***

## **DECISION:**



## **POTENTIAL SALE OF SURPLUS COUNCIL PROPERTIES**

1. What can be done with these properties if anything or are they only of use to an adjoining owner?
2. Would they need Planning Approval?
3. Would they need Septic Tank Approval?

### **Property No 18235 – Land – Lot 3 Morrison Street, Kimberley**

1. Rural Resource Zone – forestry, agricultural uses, application can be made for a Dwelling but :
  - Required to demonstrate that it would be linked to agricultural use
2. Planning required for all uses
3. Septic tank approval required

#### Summary:

- the current zoning on the land is an anomaly it should and could be rezoned to Low Density Residential Zone
- under the Low Density Residential Zone it might be attractive as a residential lot but:
  - buffer distance from rail for dwelling would be hard to achieve
  - major drainage line running through site
- all adjoining properties owned by State Agencies or Council so difficult to sell to adjoining land owner

This lot might need some additional administrative work before it has any value as a residential lot but might be of use to adjoining landowner

### **Property No 17696 – Land – Highland Lakes Road, Golden Valley**

1. Rural Living Zone – multiple uses including **residential** which is permitted.
2. Planning required for
  - Dwelling
  - Bushfire
  - Access to State Road
3. Septic tank approval required

#### Summary:

- Well vegetated land difficult to access from road
- Adjacent lots in Environmental Management Zone
- Could be sold as a stand-alone lot for rural lifestyle
- Could be offered to Parks and Wildlife who manage adjacent lots

### **Property No 18285 – Land – Lot 5 Barra Road, Deloraine**

1. Low Density Residential Zone – Residential uses , medical centre, local shop, visitor accommodation
2. Planning required for all uses except for single Residential dwelling
3. Septic tank approval required (No TasWater service or reticulated water)

#### Summary

- Residential Use Permitted, however adjacent to Level 2 Activity (Quarry) and Environmental Impacts and Attenuation Code has effect
- Difficult to achieve attenuation distances for a dwelling, would require a report to demonstrate that no environmental nuisance or harm would be experienced.
- Difficult to achieve waste water management on site

Maybe of some use to owners of Quarry site at 90 Dunhams Road.

### **Property No 19353 – Land – Lot 3 Barra Road, Deloraine**

As above



Lot 3 Morrison Street – Property No 18235

A3

Area

.2416 Ha

Date:

Monday, 11  
January 2016

**Generic Map**

**Legend**

-  Municipal Boundary
-  Hydrology Lines
-  Transport
-  Cadastre
-  General Purpose Aerial



**Disclaimer:**

This map is a representation of the information currently held by Meander Valley Council. While every effort has been made to ensure the accuracy of the product, Meander Valley Council accepts no responsibility for any errors or omissions. Any feedback on omissions or errors would be appreciated.



Lot 3 Morrison Street – Property No 18235

A3

Area

.2416 Ha

Date:

Monday, 11  
January 2016

Generic Map

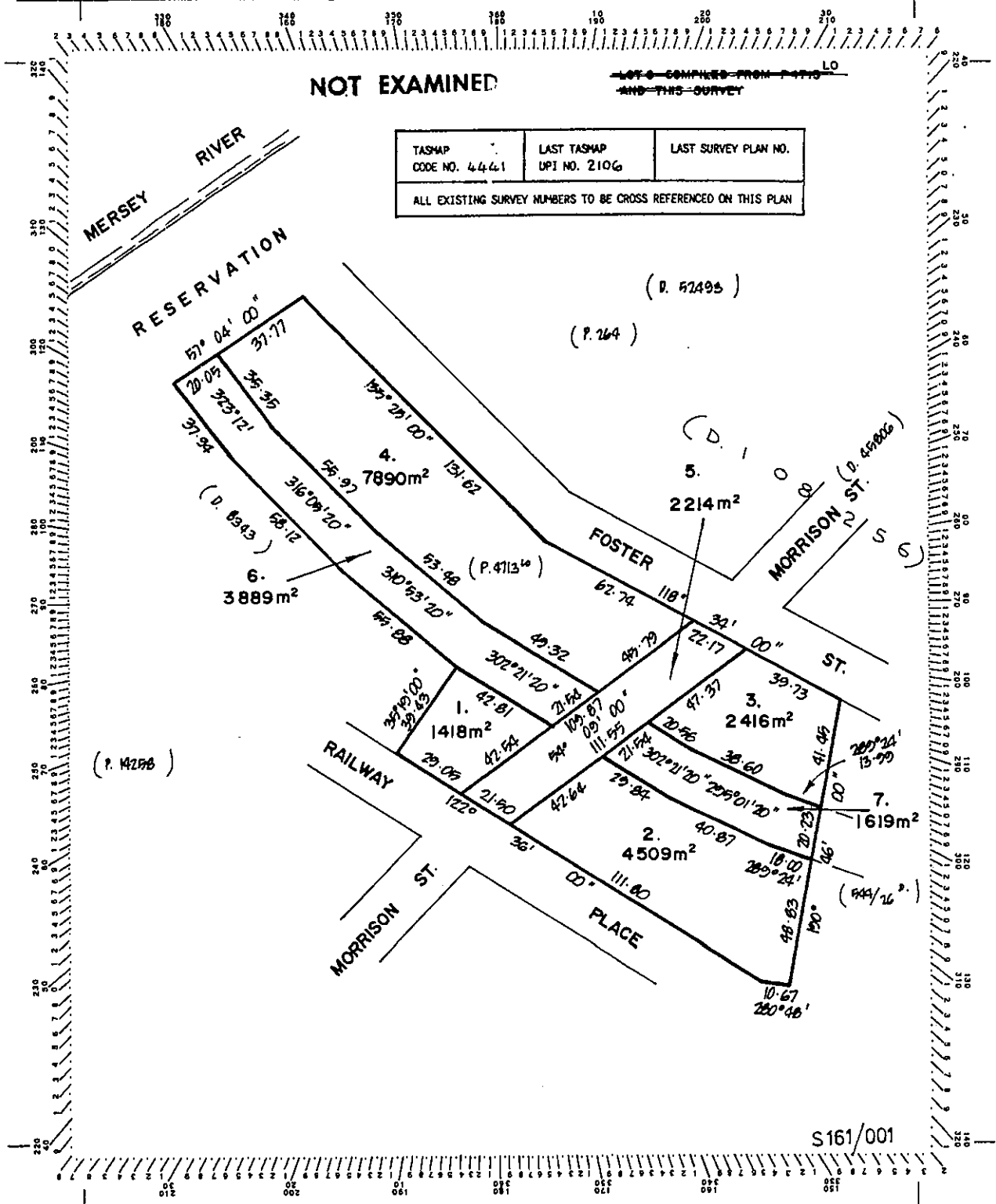
Legend

-  Municipal Boundary
-  Hydrology Lines
-  Transport
-  Cadastral



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Owner: AUSTRALIAN NATIONAL RAILWAYS Comm.	PLAN OF SURVEY by Surveyor..... K. TURNER of land situated in the	Registered Number: <b>D53510</b>
Title Reference: A.12259 (CT. 3728-2) V.O.		LAND DISTRICT OF DEVON PARISH OF ASHGROVE
Grantee: WHOLE OF 2.30010 (LOTS 1-7) VESTED IN THE AUST. NATIONAL RLYS. COMM.	SCALE 1:1000 MEASUREMENTS IN METRES	<i>Hubb</i> Recorder of Titles





Lot 1 Highland Lakes Road – Property No 17696

A3

Area  
2.529 Ha

Date:  
Monday, 11  
January 2016

**Generic Map**

**Legend**



-  Municipal Boundary
-  Hydrology Lines
-  Transport
-  Cadastral
-  General Purpose Aerial

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Lot 1 Highland Lakes Road – Property No 17696

A3

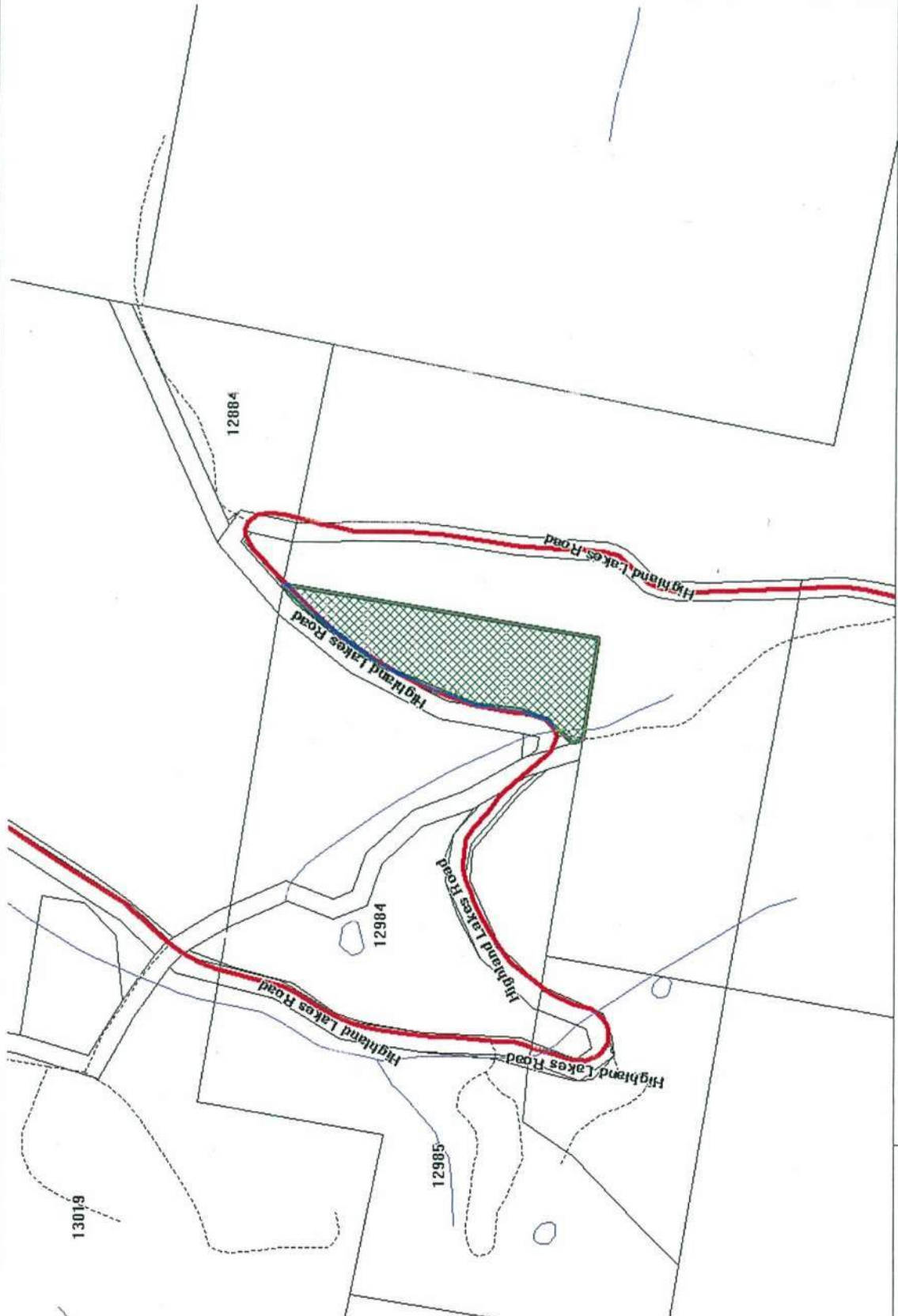
Area  
2.529 Ha

Date:  
Monday, 11  
January 2016

### Generic Map

### Legend

-  Municipal Boundary
-  Hydrology Lines
-  Transport
-  Cadastral



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ORIGINAL - NOT TO BE REMOVED FROM TITLES OFFICE

R.P. 1469  
TASMANIA  
REAL PROPERTY ACT, 1862, as amended  
NOTE REGISTERED FOR OFFICE  
CONVENIENCE TO REPLACE



CERTIFICATE OF TITLE

Register Book  
Vol. Fol.  
3140 44

Cert. of Title Vol. 264. Fol. 153.

I certify that the person described in the First Schedule is the registered proprietor of an estate in fee simple in the land within described together with such interests and subject to such encumbrances and interests as are shown in the Second Schedule. In witness whereof I have hereunto signed my name and affixed my seal.

*[Signature]*  
ACTING Recorder of Titles.



DESCRIPTION OF LAND

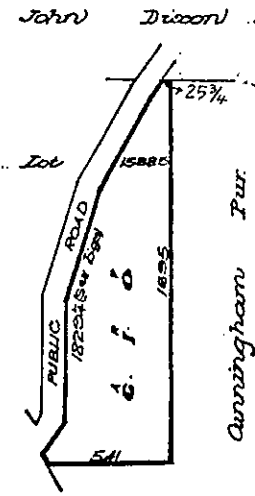
PARISH OF NOIA LAND DISTRICT OF WESTMORLAND  
SIX ACRES ONE ROOD on the Plan hereon

FIRST SCHEDULE (Continued overleaf)

THE WARDEN COUNCILLORS AND ELECTORS OF THE MUNICIPALITY OF  
DELORAINÉ

SECOND SCHEDULE (Continued overleaf)  
NIL.

CANCELLED  
26 JUN 1985  
RECORDER OF TITLES



IE RECORDER OF TITLES ARE NO LONGER SUBSISTING.

Lot 1 of this plan consists of all the land comprised in the above-mentioned cancelled folio of the Register

REGISTERED NUMBER  
249060

Part of Lot 15885 Gtd. to W. R. Cunningham Meas. in Links

FIRST Edition. Registered 28 JUL 1971  
Derived from C.T. Vol. 264. Fol. 153. Transfer 47630 T. H. Hüls

CORP 2





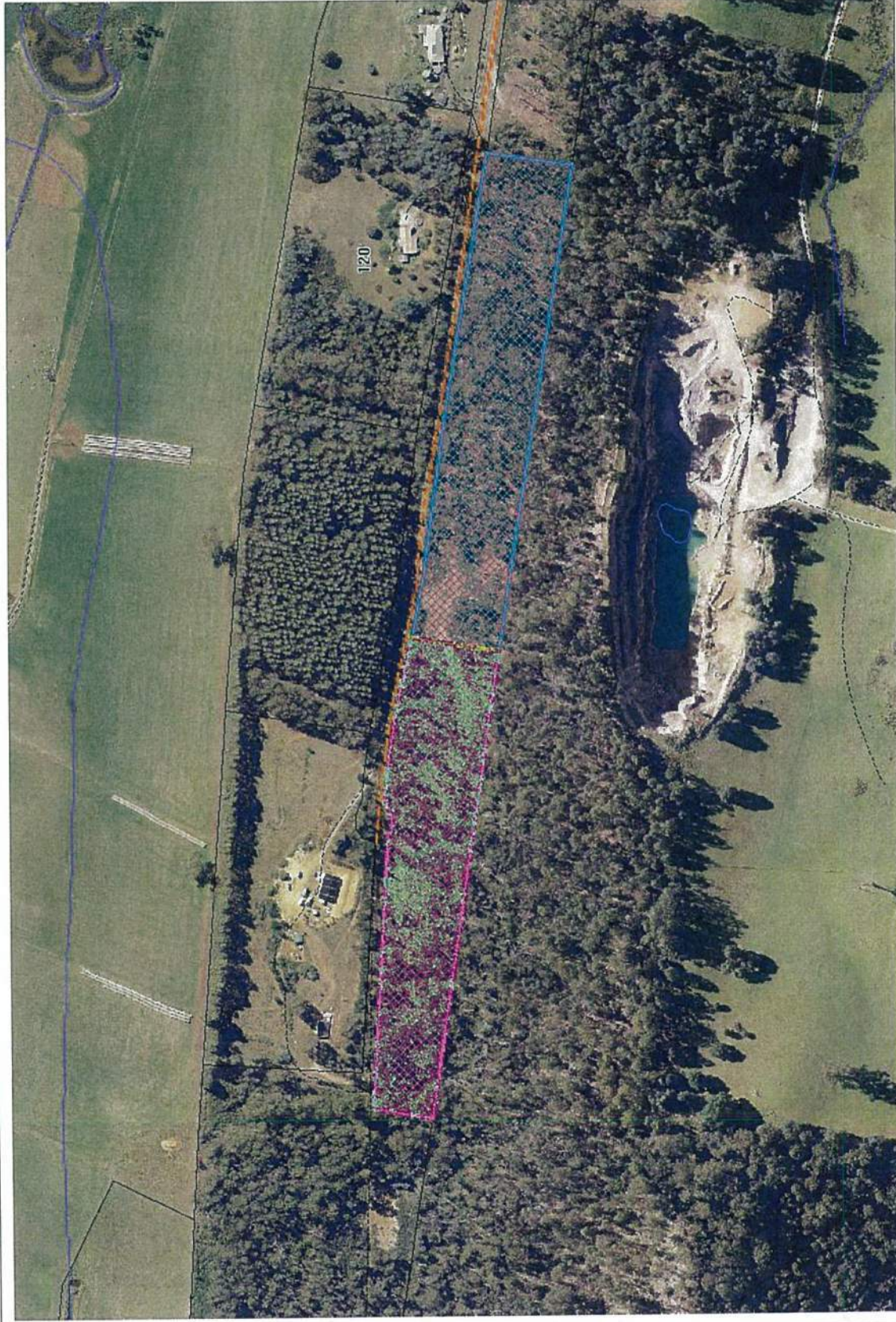
**Green** Lot 5 Barra Road – Property No 18285  
**Pink** Lot 3 Barra Road – Property No 19353  
**Areas** Lot 5 – 2.42 Ha & Lot 3 – 2.039 Ha

**A3**  
**Date:** Monday, 11 January 2016

**Generic Map**

**Legend**

-  Municipal Boundary
-  Hydrology Lines
-  Transport
-  Cadastre
-  General Purpose Aerial



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**Green**  
**Red**  
**Areas**

Lot 5 Barra Road – Property No 18285  
Lot 3 Barra Road – Property No 19353  
Lot 5 – 2.42 Ha & Lot 3 – 2.039 Ha

**A3**  
**Date:**  
Monday, 11  
January 2016

**Generic Map**

**Legend**

- Municipal Boundary
- Hydrology Lines
- Transport
- Cadastral

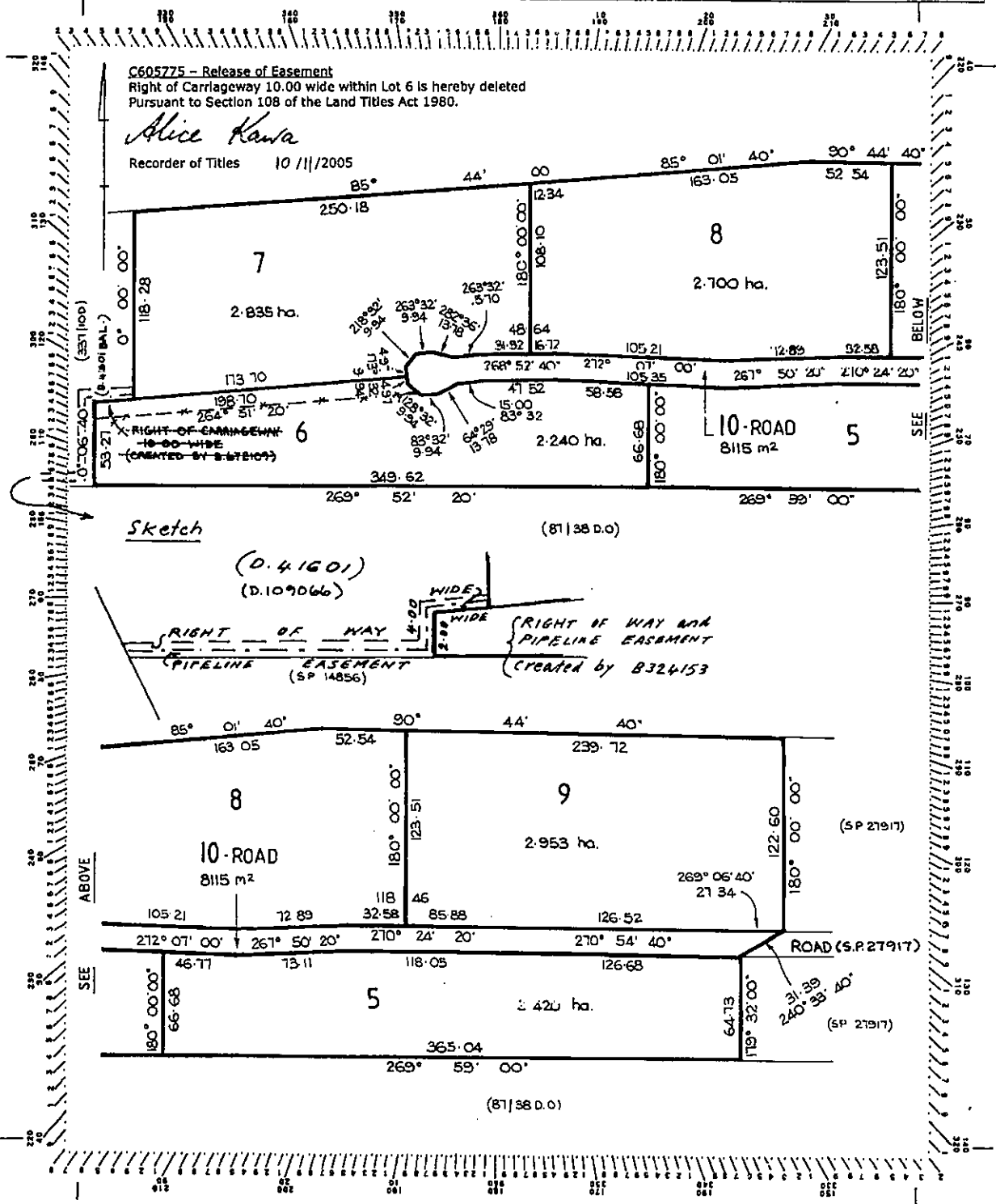


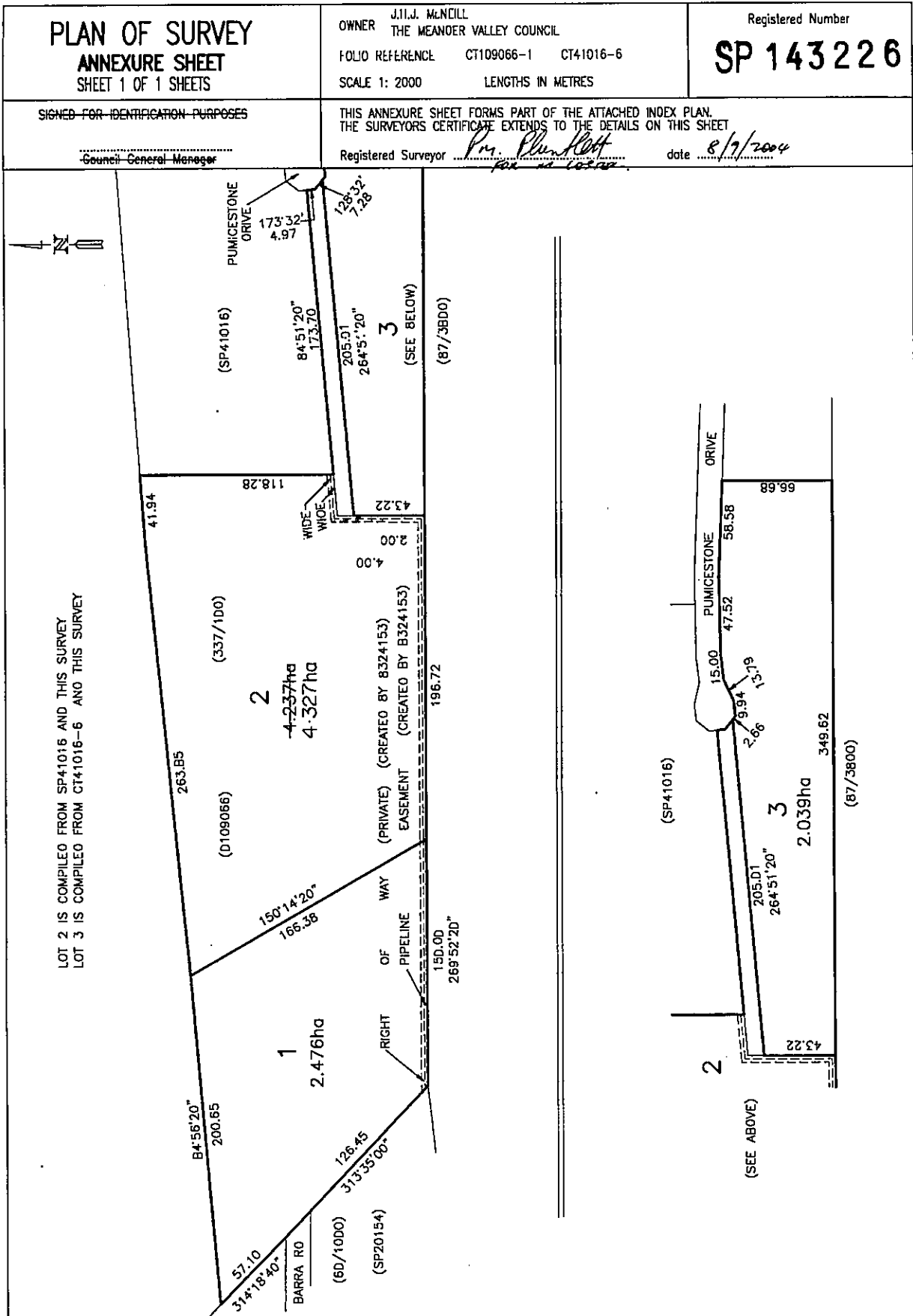
**Disclaimer:**

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9360 ST

Owner: J. H. J. McNeill	<b>PLAN OF SURVEY</b> by Surveyor... <b>MR. E. R. P. FRANKS</b> ... of land situated in the <b>LESTER, FRANKS &amp; CO PTY. LTD</b> <b>LAND DISTRICT OF WESTMORLAND</b> <b>PARISH OF CALSTOCK</b> SCALE 1 : 2500 MEASUREMENTS IN METRES	Registered Number: <b>SP41016</b>
Title Reference: <del>CT.4250-67</del> CT.4250-67		Approved Effective from: <b>16.OCT.1980</b>
Grantee: Part of 1013 Acs. Granted to Edward Paine Butler and Robert William Nutt.		Recorder of Titles





# **INFRA 1 CITY OF LAUNCESTON FUNDING REQUEST – ST LEONARDS ATHLETIC TRACK RESURFACING**

## **1) Introduction**

The purpose of this report is for Council to consider a request from City of Launceston to make a contribution to the resurfacing of the St Leonards athletic track in the 2016-17 financial year.

## **2) Background**

In 1997 the St Leonards athletic track was resurfaced with a synthetic material and is now due for resurfacing after 18 years of constant use.

The synthetic material resurfacing cost \$510,000 and was principally funded by the City and a State Government grant of \$150,000 with minor contributions from Meander Valley Council, West Tamar Council and Athletics Tasmania.

In November 1995, Meander Valley councillors moved a motion “that Council support in principle a grant to the St Leonards Athletic Track project on a per capita basis in the 1996-97 budget, however, this be conditional on State Government support.” Subsequent to this meeting, at the July 1996 Special Meeting of Council, Council approved a \$15,000 allocation in its 1996-97 capital works program as a contribution to the regional development of the St Leonards athletic track.

The proposed resurfacing is scheduled for 2016-17 at an estimated cost of \$700,000.

The City is seeking funding support from the Federal Government and has asked if Meander Valley Council would be in a position to also provide a contribution. The City advises that participant information provided by the Northern Athletic Centre Board Inc. indicates that athletes who regularly use the Centre include Meander Valley residents.

## **3) Strategic/Annual Plan Conformance**

Not Applicable

#### **4) Policy Implications**

Not Applicable

#### **5) Statutory Requirements**

Not Applicable

#### **6) Risk Management**

Not Applicable

#### **7) Consultation with State Government and other authorities**

Not Applicable

#### **8) Community Consultation**

Not Applicable

#### **9) Financial Impact**

A financial contribution to the City of Launceston project would be treated as an operational expense in the 2016-17 financial year.

#### **10) Alternative Options**

Council can decide to support the request and provide an allocation in its 2016-17 Recreation operating budget.

#### **11) Officers Comments**

In reviewing the correspondence relating to the 1997 resurfacing it is noted that the funding request from the City in 1995 related to demonstrating financial support for the project from councils in the region to complement State Government consideration of financial support in the order of \$150,000. The correspondence indicated that at Northern Tasmanian Municipal Organisation meetings at the time there had been offers of support in principle from councils in the region for upgrading this facility.

The 1996-97 funding contribution appears to have been for an upgrade to a synthetic surface which the City would have then depreciated over its useful

life. The 2016-17 project is replacing the existing asset at the end of its useful life.

It is also noted that in the previous tri-ennial review period ending 2012-13 the State Grants Commission maintained by far the highest regional responsibility cost adjustment factor for recreation for the City of Launceston. In the same period the corresponding factors were reduced for the Meander Valley and Kingborough Councils to the lowest factor ie "no regional responsibility".

It is recommended that Council not provide a contribution to the City for the resurfacing of the St Leonards synthetic athletic track.

**AUTHOR:** Dino De Paoli  
DIRECTOR INFRASTRUCTURE SERVICES

## **12) Recommendation**

***It is recommended that Council does not provide a contribution to the City of Launceston for the resurfacing of the St Leonards synthetic athletic track.***

## **DECISION:**

File No: SF0894  
RD:dr

21 December 2015

Mr Greg Preece  
General Manager  
Meander Valley Council  
PO Box 102  
**WESTBURY TAS 7303**

Dear Greg

**St Leonards Athletic Track Resurfacing**

In 1997 the St Leonards Athletic track was resurfaced with a synthetic material and is now due for resurfacing after 18 years of constant use by the greater northern regional community.

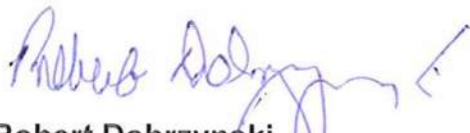
The resurfacing in 1997 cost \$510,000 and was principally funded by the City of Launceston and the State Government with a \$20,000 contribution from our immediate municipal neighbours - Meander Valley and West Tamar Councils - recognising its value was broader than just the residents of the City of Launceston. The proposed resurfacing is scheduled for FY 2016/17 at a cost of \$700,000.

The City of Launceston is seeking funding support from the Federal Government and enquires whether your Council would be in a position to also provide a contribution? The participation information provided by the Northern Athletic Centre Board Inc indicates that athletes who regularly use the Centre certainly include Meander Valley Council, West Tamar Council and City of Launceston residents.

If you have any questions or require us to provide any details please do not hesitate to contact the Council's Director Infrastructure Services, Harry Galea on 63233349 or email [Harry.Galea@launceston.tas.gov.au](mailto:Harry.Galea@launceston.tas.gov.au).

Any support provided by the Meander Valley Council would be very much appreciated.

Yours sincerely



**Robert Dobrzynski**  
**GENERAL MANAGER**



# **INFRA 2 REVIEW OF BUDGETS FOR THE 2015-2016 CAPITAL WORKS PROGRAM**

## **1) Introduction**

The purpose of this report is to provide information to Council on capital works projects budget variations and to seek Council approval for additional funding and the reallocation of funding within the Capital Works Program where budget variations fall beyond the limit of the General Manager's financial delegation.

## **2) Background**

Project budget allocations within the Capital Works Program that are submitted to Council for approval prior to the commencement of each financial year are prepared using a range of methods. In some instances and depending on the availability of resources and time constraints, projects can be thoroughly scoped and accurate estimates prepared using available empirical or supplier information. Conversely, project cost estimates may only be general allowances prepared using the best information available at the time.

During the financial year detailed design, adjustment to project scope and the undertaking of additional works during construction results in project expenditure under and over approved budget amounts.

The overall financial objective in delivering the Capital Works Program is to have a zero net variation in the program budget. As part of our ongoing management of projects, Council officers review project time lines, budgets and scope. Project savings are generally used to offset project overruns and additional funding can be requested to assist with balancing the budget or to finance new projects.

For this current review period two projects are listed for Council approval where there is a change in financial allocation, and one project for approval to the scope of work.

## **3) Strategic/Annual Plan Conformance**

Council's Annual Plan requires Council officers to report on the progress of capital works projects.

#### **4) Policy Implications**

Not Applicable

#### **5) Statutory Requirements**

Section 82(4) of the *Local Government Act 1993* requires Council to approve by absolute majority any proposed alteration to Council's capital works budget outside the limit of the General Manager's financial delegation of \$20,000.

#### **6) Risk Management**

Not Applicable

#### **7) Consultation with State Government and other Authorities**

The Westbury Sports Centre lighting project will receive funding under the State Government's Minor Grants Program for sport and recreation.

The Bracknell Primary School children's crossing project has been discussed with the Department of State Growth and administration at the Bracknell Primary School.

#### **8) Community Consultation**

Not Applicable

#### **9) Financial Impact**

The recommended variations in this report will result in a total net increase of \$4,545 to the 2015-2016 Capital Works Program due to receipt of the Government grant.

#### **10) Alternative Options**

Council can amend or not approve the recommendation.

#### **11) Officers Comments**

In order to deliver the outcomes required from capital works projects outlined in the Annual Plan, Council officers regularly review project scope, resourcing requirements and committed and forecast expenditure. Typically

on a quarterly basis, project information is presented to Council where cost variations have occurred, and formal approval is requested from the Council to reallocate funding within the Capital Works Program where variations are beyond the General Manager's financial delegation, or where new project works not previously approved in the Capital Works Program are required to be financed.

The following table provides a listing of the project variations.

**TABLE 1: 2015-2016 CAPITAL WORKS BUDGET – NEW PROJECTS AND REALLOCATION OF PROJECT FUNDING**

<b>No.</b>	<b>Project Name</b>	<b>Cost to date</b>	<b>Original Budget</b>	<b>Variation</b>	<b>New Budget</b>	<b>Delegation</b>	<b>Comments</b>
5124	Prospect Vale Marketplace Digital Display	\$4,958	\$10,000	-\$5,041	\$4,959	GM	Reallocate funds to Westbury Sports Centre lighting.
7423	Chudleigh Hall Flooring Replacement	\$37,218	\$50,000	-\$3,000	\$47,000	GM	Reallocate funds to Westbury Sports Centre lighting.
TBC	<b>Westbury Sports Centre Lighting Upgrade</b>	\$0	\$0	\$12,586	\$12,586	Council	New project - funding allocated from Projects 5124, 7423 and Government grant.
6138	Lansdowne Place, Deloraine – new footpath	\$0	\$175,000	-\$20,000	\$155,000	GM	Reallocate funds to Bracknell children’s crossing.
TBC	<b>Bracknell Primary School children’s crossing, Harriet St</b>	\$0	\$0	\$20,000	\$20,000	Council	New project - funding allocated from Project 6138.
	<b>Totals</b>		<b>\$235,000</b>	<b>\$4,545</b>	<b>\$239,545</b>		

### Westbury Sports Centre Lighting Upgrade

An opportunity was identified in September 2015 to apply to the State Government for funding under the Sports and Recreation minor grants program to assist with the upgrading of lighting in the Sports Centre building.

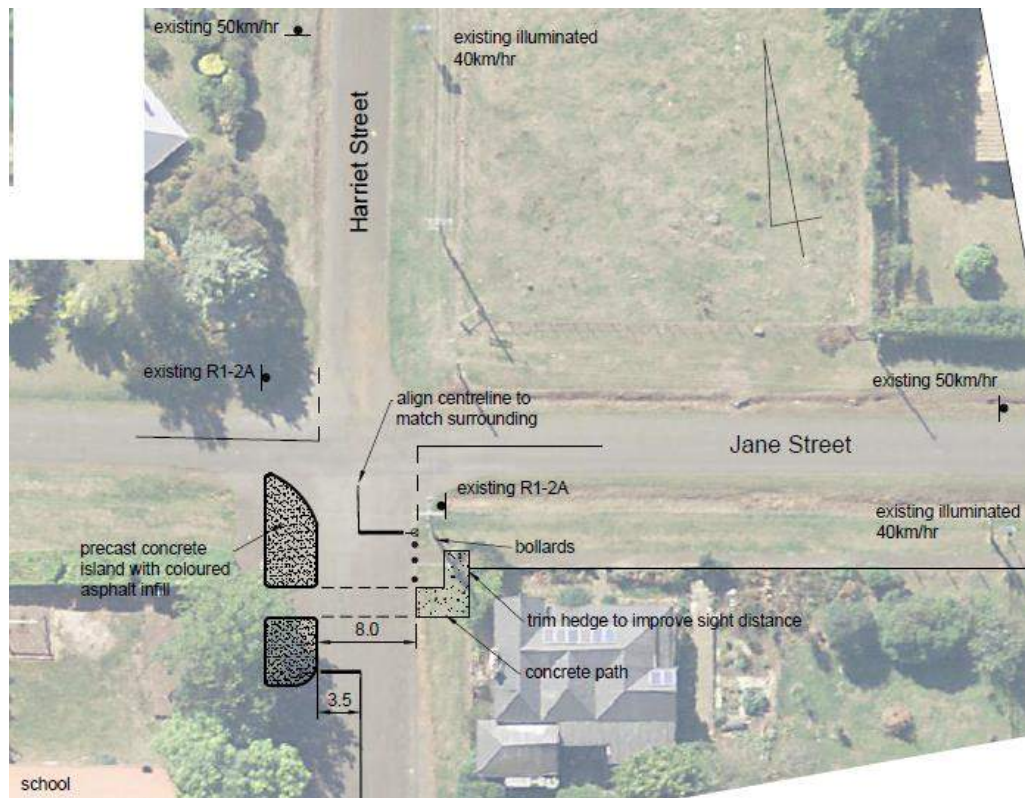
Council received a letter from the State Government in December advising our application was successful and \$4,545 has been allocated to the project.

It is proposed to install approximately twenty-four 70W LED Diamond Flood Lights to replace existing fluorescent tube lighting in the main gymnasium area.

It is recommended that additional funding is transferred to this project from the Prospect Vale Marketplace digital display and Chudleigh Hall flooring projects which have both been completed under budget. It is requested that Council endorse this new project.

### Bracknell Primary School Crossing

A request for the construction of a new pedestrian crossing was first received by Council officers from the Bracknell Primary School and a representative from the school's parents and friends committee in early 2014. Since that time Council officers have had the intersection of Jane Street and Harriet Street assessed by a traffic engineer and a recommendation has been provided to Council as per the plan shown below.



**Concept layout – proposed children’s crossing, Bracknell Primary School**

Although the implementation of crossings such as these is typically undertaken at sites with higher numbers of vehicular and pedestrian traffic, in this instance the recommendation will improve safety for children and is in line with other recent Council approvals for improvement of amenity for children at the Westbury Primary School and Deloraine High School. It is requested that Council endorse this new project.

Cheshunt Road Bridge

The reconstruction of the Cheshunt Road bridge (No.3471) over the Western Creek Tributary in Western Creek is included in this year’s capital works program. The proposed works allow for the renewal, or replacement, of the existing structure only which is a single lane bridge. It has been requested by a Councillor that the existing bridge be replaced and upgraded to a dual lane structure to allow for future traffic growth in the area.

The current budget allocated to this project is \$199,000. The successful tender received for this project is well under the budget amount, and the proposed additional cost to alter the design to a dual lane bridge is approximately \$20,000. There is no requirement for a change in the approved budget, however, Council approval is requested for the change in scope to construct a dual lane bridge in lieu of single lane due to the small additional cost in this instance.

**AUTHOR:** Dino De Paoli  
DIRECTOR INFRASTRUCTURE SERVICES

## 12) Recommendation

*It is recommended that Council approve:*

*a) the following financial changes to the 2015-2016 Capital Works Program.*

<b>Project</b>	<b>Project Name</b>	<b>Original Budget</b>	<b>Variation</b>	<b>New Budget</b>
<b>5124</b>	<b>Prospect Vale Marketplace Digital Display</b>	<b>\$10,000</b>	<b>-\$5,041</b>	<b>\$4,959</b>
<b>7423</b>	<b>Chudleigh Hall Flooring Replacement</b>	<b>\$50,000</b>	<b>-\$3,000</b>	<b>\$47,000</b>
<b>TBC</b>	<b>Westbury Sports Centre Lighting Upgrade</b>	<b>\$0</b>	<b>\$12,586</b>	<b>\$12,586</b>
<b>6138</b>	<b>Lansdowne Place, Deloraine – new footpath</b>	<b>\$175,000</b>	<b>-\$20,000</b>	<b>\$155,000</b>
<b>TBC</b>	<b>Bracknell Primary School children's crossing, Harriet St</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>
	<b>Totals</b>	<b>\$235,000</b>	<b>\$4,545</b>	<b>\$239,545</b>

*and*

*b) the construction of a dual lane bridge structure at Bridge No.3471, Cheshunt Road.*

**DECISION:**

**ITEMS FOR CLOSED SECTION OF THE MEETING:**

Councillor xx moved and Councillor xx seconded ***“that Council move into Closed Sessions to discuss the following items.”***

**CONFIRMATION OF MINUTES OF THE CLOSED SESSION OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY 8 DECEMBER, 2015.**

**GOV 3 LEAVE OF ABSENCE**

(Reference Part 2 Regulation 15(2)(h) Local Government (Meeting Procedures) Regulations 2015)

**INFRA 3 CONTRACT FOR CONSTRUCTION OF BLACKSTONE HEIGHTS FOOTPATH STAGE 1**

The meeting moved into Closed Session at x.xxpm

Cr xxx moved and Cr xxx seconded ***“that Council move out of Closed Session and endorse those decisions taken while in Closed Session.”***

The meeting re-opened to the public at x.xxpm

Cr xxx moved and Cr xxx seconded ***“that the following decisions were taken by Council in Closed Session and are to be released for the public’s information.”***

The meeting closed at .....

.....  
CRAIG PERKINS (MAYOR)