

Meander Valley Council

WORKING TOGETHER

# ORDINARY MINUTES



**COUNCIL MEETING**  
**Tuesday 9 October 2018**

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Minutes of the Ordinary Meeting of the Meander Valley Council held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 9 October 2018 at 1.30pm.

**PRESENT:** Mayor Craig Perkins, Deputy-Mayor Michael Kelly, Councillors Andrew Connor, Ian Mackenzie, Bob Richardson, Rodney Synfield, John Temple and Deborah White.

**APOLOGIES:** Councillor Tanya King

**IN ATTENDANCE:** Martin Gill, General Manager  
Merrilyn Young OAM, Executive Assistant  
Jonathan Harmey, Director Corporate Services  
Dino De Paoli, Director Infrastructure Services  
Matthew Millwood, Director Works  
Krista Palfreyman, A/Director Community & Development Services  
Jo Oliver, Senior Strategic Planner  
Leanne Rabjohns, Town Planner  
Justin Simons, Town Planner  
Natasha Whiteley, Town Planner  
Patrick Gambles, Community Development Manager  
Katie Proctor, Environmental Health Officer

Mayor Craig Perkins acknowledged this to be the last meeting of Councillors Bob Richardson after 18 years of service and Cr Ian Mackenzie after 7 years of service to Council due to not contesting the upcoming Council elections and thanked them for their service to the Meander Valley community.

### **176/2018 CONFIRMATION OF MINUTES:**

Councillor Kelly moved and Councillor White seconded, ***“that the minutes of the Ordinary Meeting of Council held on Tuesday 11 September, 2018, be received and confirmed.”***

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Temple and White voting for the motion.***

## **177/2018 COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:**

Date :	Items discussed:
<b>25 September 2018</b>	<ul style="list-style-type: none"><li>• Education Department – Visit by Todd Williams</li><li>• Delegations</li><li>• Department of Education 2018 Intake Area Review</li><li>• Review of Policy No.68. – Writing off Bad Debts</li><li>• Review of Policy No.56 – Recreation Facilities Pricing</li></ul>

## **178/2018 ANNOUNCEMENTS BY THE MAYOR:**

### **Friday 14 September 2018**

Merrilyn Young OAM Investiture - Government House

### **Sunday 16 September 2018**

Deloraine Bowls Club season opening

### **Tuesday 18 September 2018**

Northern Waste Management Awards

### **Wednesday 19 September 2018**

Officially open Tasmanian Environmental Health Officer Conference

### **Thursday 20 September 2018**

University of Tasmania 2018 dinner

### **Friday 21 September 2018**

Deloraine Football Club Annual Dinner

### **Thursday 27 September 2018**

TasWater Special Owners Representative meeting

## **179/2018 DECLARATIONS OF INTEREST:**

186/2018 Land off Ritchie Street, Westbury - Cr Ian Mackenzie

## **180/2018 TABLING OF PETITIONS:**

Nil

## **181/2018 PUBLIC QUESTION TIME**

### **1. PUBLIC QUESTIONS TAKEN ON NOTICE – SEPTEMBER 2018**

Nil

### **2. PUBLIC QUESTIONS WITH NOTICE – OCTOBER 2018**

#### **2.1 Karen Hillman**

I refer to item 169/2018 in Council's September 2018 Minutes: Council's submission to the Anglican Church seeking exemption from sale for 3 churches in Council's area. I note that Council expressed concern about the Church's lack of community consultation in the redress scheme. I therefore ask:

1. The names of those who attended the Council workshop – any other groups involved in the submission. It would be good to confirm that community representatives from all the churches targeted by the redress scheme were present in such discussions
2. The basis on which other churches targeted by the redress scheme were excluded from the Council submission.

#### ***Response by Martin Gill, General Manager***

1. ***There were two distinct aspects of the Council workshop item – Proposed Sale of Anglican Church Properties:***
  - ***A presentation by representatives of the Quamby Parish***
  - ***A separate discussion about a submission with no external parties present***
2. ***Council did not exclude other churches but rather made reference in the submission to churches and properties where a parish or parishioners had made direct contact with Council seeking support. Council used this approach because it was apparent that different churches and parishes throughout Meander Valley held different positions on the proposed sale of properties.***

### **3. PUBLIC QUESTIONS WITHOUT NOTICE – OCTOBER 2018**

Nil

## **182/2018 COUNCILLOR QUESTION TIME**

### **1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – SEPTEMBER 2018**

#### **1.1 Cr John Temple**

- (a) The Meander Valley is currently enjoying boom in the horticultural industry, particularly with the production of berry fruits. Whilst this is good for our economy, is there an opportunity cost in using prime agricultural land for this activity, especially where hydroponics are used?
- (b) Are there any risks to human health from the fungicides or pesticides used in this industry?
- (c) Is there any known impact on the soil or ground water from the chemicals used?
- (d) Have any of these chemicals been banned in other countries?

#### ***Response by Martin Gill, General Manager***

***In response to part a) Council does not employ an agricultural economist who can provide advice on the opportunity cost of using prime agricultural land for hydroponic farming. Council would have to engage an external party if Council wanted an expert opinion.***

***In response to parts, b). c). & d). Council officers have no expertise in chemical use in the berry industry. Once again any expert opinion in response to the question would require Council to engage relevant experts to provide guidance and analyse the numerous academic papers that consider the questions that have been raised. It should also be noted that Council has no authority or jurisdiction to manage chemical use on agricultural properties.***

***What Council officers can confirm is that chemicals used in agricultural products need to be approved by the Australian Pesticides and Veterinary Medicines Authority.***

#### **1.2 Cr Bob Richardson**

It is noted that an invitation to Councillors to a tree planting of "native vegetation on Westbury's Town Common.

In relation to those plantings,

- a) I have been approached by several Westbury residents regarding previous plantings on the town Common, including
- Plantings near the southern boundary of the Common have resulted in long grass during summer months creating a potential (high) fire hazard, and
  - Plantings near the Common car park have created a screen preventing visibility issues across the Common.

In relation to potential fire hazards, is it not likely that native plantings are likely to produce a higher fire hazard than "exotic" plants? Given the prevailing winds are in the s-west to n-west sector, is the planting regime likely to increase the bushfire threat to Westbury?

***Response by Martin Gill, General Manager***

***The Tamar Fire Management Area Committee working with the TasFire Fuel Reduction Unit developed a Fire Protection Plan for the region including Westbury using a combination of BRAM analysis and Phoenix Modelling.***

***The BRAM analysis incorporates vegetation types and communities into the modelling inputs.***

***The results of this modelling indicated that the fire threat to Westbury was low and unlikely, with the only significant risk being a uncontained wildfire that ignited in the Reedy Marsh state reserves and conservation areas. The Fuel reduction unit have planned mitigation works for this area.***

Has a fire hazard study been undertaken to examine potential increase in fire risk to Westbury?

***Response by Martin Gill, General Manager***

***See answer above.***

Is it appropriate to create a "wilderness", or "semi-wilderness" in the modern setting of Westbury with its "European" character?

***Response by Martin Gill, General Manager***

***The additional plantings are expected to have minimal impact on the character of Westbury. The plantings are limited to riparian areas.***

## **2. COUNCILLOR QUESTIONS WITH NOTICE – OCTOBER 2018**

Nil

### **3. COUNCILLOR QUESTIONS WITHOUT NOTICE – OCTOBER 2018**

#### **3.1 Cr Ian Mackenzie**

##### *a) Sport and Recreation Venues and Sport and Recreation Facilities*

- i. Would it be correct to say that council currently receives approximately \$110,000 from sports users of council's sport and recreation venues and Sport and Recreation facilities across MVC municipal area?

***Response by Martin Gill, General Manager  
It would be around \$120,000.***

- ii. What % of that would come from Prospect Vale/Blackstone?

***Question taken on Notice***

- iii. What % of that would come from Westbury?

***Question taken on Notice***

- iv. What % of that would come from Deloraine?

***Question taken on Notice***

- v. What % of that would come from Bracknell?

***Question taken on Notice***

##### *b) Camping Bracknell River Reserve*

- i. Has Council received a copy of the lease between DPIWE and Council in regards to the Bracknell River Reserve?

***Response by Krista Palfreyman, Acting Director Community & Development Services  
Yes Council has received a copy of the lease.***

- ii. Within that lease agreement was the use for that land "Public Recreation and Amusement and reasonable necessary ancillary purposes."

***Response by Martin Gill, General Manager  
Quite sure it was but will check the lease agreement.***



- iii. The use of "Public Recreation" in the Crown Lands Regulations 2011 states under part 16 Camping (1) The managing authority may establish designated camping areas in any public reserve. Under the agreement would council be the management authority?

**Response by Martin Gill, General Manager**

**Yes.**

- iv. A motion was moved by council at July's meeting to reopen camping at BRR, professional advice has stated that there is evidence of camping at the BRR as far back as 1959 and as camping is permitted under the Crown Lands Regulations 2011, so why hasn't this camp site reopened?

**Response by Martin Gill, General Manager**

**Council are currently working to reopen the camping area. We had to amend the lease through discussions with the Crown to move things forward.**

c) *Meeting*

Is Council aware that this is my last meeting of Council as I am not contesting in the next/current election and although I am very frustrated with bureaucracy and I firmly believe that it's all gone mad. When governments say they want to reduce red tape, I shiver. I would like to wish the new council well. I have enjoyed my time on council and the people within this organisation will be truly missed, especially the DAGS!

**Response by Martin Gill, General Manager**

**Yes we are.**

Cr Synfield arrived at 1.38pm

3.2 Cr Bob Richardson

- a) Is Council aware that amongst the annual Building Awards for Excellence, in the award for energy efficient, the winner was the Lake Tahune Frenchman's Cap building?

The builder of this award winning building was Westbury based Valley Workshop.

Will Council arrange for suitable publicity of this outstanding achievement?

**Response by Mayor Craig Perkins**

**Yes we will let The Examiner know.**

b) Aged Care

A little over a decade ago Council entered into an agreement with Deloraine Aged Care to construct several independent living units for rental to people aged 55 years and over. The concept was a Commonwealth Government initiative to enable construction of affordable housing to aging people.

It was my understanding that 40 units were to be built in Westbury; only 10 were built.

During the past few months I have received several comments/complaints from residents that the initial maintenance agreement which included mowing/gardening by Deloraine Aged Care and home maintenance including whitegoods, light bulb replacement, etc. This is apparently no longer the case.

Could Council please provide a report, at least to Council, on the state of the agreement between Deloraine Aged Care and Meander Valley Council, when the remaining 30 Westbury units will be built and why the maintenance agreements(2) with units have been altered?

***Response by Jonathan Harmey, Director Corporate Services  
Meander Valley Council entered into an agreement with Aged Care Deloraine (ACD) designed to assist them in obtaining NRAS funding and providing some finance for the development of 10 units at Westbury and 10 units at Deloraine. All 20 units were constructed.***

***Council cannot answer the question about private tenancy agreements, it is expected that these are commercial contracts and we do not have a copy of ACD's maintenance agreements with their residents.***

c) In Council workshop discussions recently, the issue of quality/availability of squash courts in the Meander Valley was a topic of conversation. In response to a comment by a member of council staff that new squash courts were needed in Deloraine, that member of staff was advised that there were good courts at Westbury which, with minimal expenditure could be restored to competition quality. The Council staff member advised that Deloraine personnel advised it was too far to travel (to Westbury).

Could Council staff advise why it is too far for Deloraine people to travel to Westbury, but it is ok for Westbury people to travel to Deloraine for a range of services/facilities including the information centre, Service Tasmania

***Response by Martin Gill, General Manager  
No we can't advise.***

d) Recently I have received concerns from citizens in Westbury. Those concerns relate to roadside spraying of road verges. Both these people requested what chemical(s) were being used, and was glyphosate one of them. Both complainants reported activity within the Westbury township. One also reported erratic driving behaviour of the spray unit, which was reportedly weaving in and out of parked vehicles on Meander Valley Road, seemingly without regard to traffic. The operator seemed not to be wearing protective clothing. Spraying was being directed up to 8m from the operator.

i. Was glyphosate one of the chemicals being used?

**Response by Matthew Millwood, Director Works**

**Two contractors have recently undertaken to carry out spraying within Westbury. I believe the one you are referring to was not using glyphosate.**

ii. Does Council require contractors to comply with guidelines in relation to  
Use of safety gear, and  
safe traffic procedures?

**Response by Matthew Millwood, Director Works**

**Contractors have to have qualifications to be a commercial operator and also have to have safe systems of work and do their work in accordance with the Ground spraying Code of practice and there are a number of other codes and Australian standards that they must comply with and we certainly measure them by.**

**It would be helpful if the public could contact Council at the time they have concerns so that we can fully investigate, after the fact it is very difficult to draw conclusions on whether they were or weren't.**

iii. If glyphosate wasn't used what was?

**Question taken on Notice**

e) Council has undertaken to construct two more netball courts during 2018/19 to add to the existing six(?) in Deloraine. Meanwhile other similar sized population centres have no, or minimal, netball facilities. Could Council confirm that the Deloraine netball funding commitment in 2018/19 is north of \$550,000?

Could Council also confirm that, recently \$128,000 was spent on 6 (six) basketball rings?

Meanwhile, Westbury schoolchildren are required to walk to/from school, and other facilities, next to open drains, sometimes on roads, "mixing it" with traffic and young parents with prams and those disability scooters are required to travel on sub-standard footpaths and/or on nature strips where there are no property footpaths at all.

Could Council confirm that there is no allocation in the 2018/19 Capital Works (or maintenance) budgets for extension to the concrete footpath network and elimination of open drains?

### **Questions taken on Notice**

- f) Council officers, in response to questions over some time, have indicated that Council has a policy for preferred local purchases.

Why does Council continue to purchase sandwich lunches from Deloraine (I am sure that local suppliers could supply sandwiches and a few party pies?

Australia Post is one of Australia's largest suppliers of office stationary with local agencies throughout the nation.

Is there any reason that Council has never sought a quote for supply of office stationary from the local post office?

### **Questions taken on Notice**

- g) There have been several comments made to me regarding the proposed development at the Westbury Recreation Ground.

Those comments include:

- i. The design will not allow "simultaneous" use between males and females, nor between adults and juniors;
- ii. Inconsistency in the proposed external design with the preferred design-type as "selected" by the community;
- iii. The public space will be in competition with other similarly-sized private facilities.

Consequently, will Council publicly advertise the proposal and call a community meeting to enable community support (or other)?

### **Response by Martin Gill, General Manager**

***A couple of community meetings have been held and information has been circulated to people involved in those meetings and we would encourage people to contact us if they require further information.***

- h) For how much longer does Council think ratepayers from the former Westbury Municipality will be prepared to continue to cross-subsidise ratepayers in the former Deloraine Municipality. This applies to Capital Works (including those contributed by State and Federal Governments) and recurrent funds?

***Question taken on Notice***

3.3 Cr Deborah White

Could the General Manager please provide Council with details of the funding of the APVMA (Australian Pesticides and Veterinary Medicine Authority) a body which deems the use of glyphosate to be safe?

***Response by Martin Gill, General Manager***

***The APVMA is funded through registrations and permits and at last count they have issued approximately 15,000 permits for different chemical use and products.***

***I will follow up with further details***

3.4 Cr Andrew Connor

a) *Waste Management*

Can Council provide an update on the following Waste Management issues

- I. When does Council expect to commence roadside rubbish collection in rural areas not currently receiving that service?

***Response by Dino De Paoli***

***The intention is that Council officers will do some further work following the workshop held with councillors and present information to Council in the lead-up to the budget and rollout for the 2019/20 financial year.***

- II. When does Council expect to expand roadside green waste collection from the area currently serviced (Blackstone Heights) to other areas?

***Response by Martin Gill, General Manager***

***There has been no decision by Council yet to expand the green waste collection.***

*b) Senior Management costs*

A 'letter to the editor' in the October 2018 issue of the Meander Valley Gazette claims that the cost to Council of senior management (1 General Manager + 4 Directors) during the 2016-2017 financial year was \$1,258,000.

Will Council respond to this letter and clarify that during the 2016-2017 financial year, the stated cost also contained payments to 3 former Directors and a former General Manager including their leave and termination entitlements?

***Question taken on Notice***

## **183/2018 DEPUTATIONS BY MEMBERS OF THE PUBLIC**

Nil

## **184/2018 NOTICE OF MOTIONS BY COUNCILLORS**

195/2018	TASMANIA'S NEXT ICONIC MULTI-DAY WALK EXPERIENCE – CR RODNEY SYNFIELD
196/2018	MOBILE BREAST SCREENING – MEANDER VALLEY – CR BOB RICHARDSON
197/2018	MACQUARIE POINT TASWATER PRIORITITES – CR BOB RICHARDSON
198/2018	ISSUE OF FIREARMS RETAIL LICENSES – CR BOB RICHARDSON

## **COUNCIL MEETING AS A PLANNING AUTHORITY**

The Mayor advised that for items 185/2018 to 188/2018 Council is acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993*.

**185/2018 113 RITCHIE STREET, WESTBURY -**  
**SUBDIVISION (2 LOTS)**

**1) Introduction**

This report considers application PA\18\0239 for Subdivision (2 lots) on land located at 113 Ritchie Street, Westbury (CT 125610/1).

**2) Recommendation**

***It is recommended that the application for Use and Development for Subdivision (2 lots) on land located at 113 Ritchie Street, Westbury CT 125610/1 by Michell Hodgetts Surveyors, requiring the following discretions:***

- 12.4.3.1 General Suitability
- 12.4.3.2 Lot Area, Building Envelopes and Frontage

***be APPROVED, generally in accordance with the endorsed plans:***

- (a) Michell Hodgetts Surveyors – Proposed Subdivision – Drawing Number: 217118 – Revision 3;***
- (b) EnviroPlan Australia – Bushfire Risk Assessment Report & Certificates – dated 16.08.18;***

***and subject to the following conditions:***

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:**
  - a) Such covenants or controls are expressly authorised by the terms of this permit; or**
  - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.**
  - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.**
- 2. The vehicular crossover servicing proposed Lot 1 must be constructed and sealed in accordance with LGAT standard drawing**

**TSD-R03-V1 and TSD-R04-V1 including culvert pipe, to the satisfaction of Council's Director Infrastructure Services.**

3. **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 a Public Open Space contribution of a sum equivalent to 5% of the unimproved value of the approved lots as determined by a registered land valuer procured at the subdivider's expense.**
  - b) **The driveway crossover is to be completed, in accordance with Condition 2.**

**Note:**

1. **Separate consent is required from Council acting at the Road Authority for any works within the road reserve. Prior to the commencement of any works within the road reserve, including the approved driveway crossover, a completed Application for Works in the Road Reservation form (attached) must be completed and returned to Council.**
2. **Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au).**
3. 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.
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 an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
6. 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.
7. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
8. 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:**

Cr Richardson moved and Cr Mackenzie seconded ***"that the application for Use and Development for Subdivision (2 lots) on land located at 113 Ritchie Street, Westbury CT 125610/1 by Michell Hodgetts Surveyors, requiring the following discretions:***

- 12.4.3.1 General Suitability
- 12.4.3.2 Lot Area, Building Envelopes and Frontage

***be APPROVED, generally in accordance with the endorsed plans:***

- (a) Michell Hodgetts Surveyors – Proposed Subdivision – Drawing Number: 217118 – Revision 3;***
- (b) EnviroPlan Australia – Bushfire Risk Assessment Report & Certificates – dated 16.08.18;***

***and subject to the following conditions:***

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:
  - a) Such covenants or controls are expressly authorised by the terms of this permit; or**
  - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.**
  - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.****
  
- 2. The vehicular crossover servicing proposed Lot 1 must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1 including culvert pipe, to the satisfaction of Council's Director Infrastructure Services.**
  
- 3. 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 a Public Open Space contribution of a sum equivalent to 5% of the unimproved value of the approved lots as determined by a registered land valuer procured at the subdivider's expense.**
  - b) The driveway crossover is to be completed, in accordance with Condition 2.****

**Note:**

- 1. Separate consent is required from Council acting at the Road Authority for any works within the road reserve. Prior to the commencement of any works within the road reserve, including the approved driveway crossover, a completed Application for Works in the Road Reservation form (attached) must be completed and returned to Council.**
  
- 2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au).**
  
- 3. 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.
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 an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
  6. 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.
  7. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
  8. 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.

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, and White voting for the motion and Councillors Synfield and Temple voting against the motion.***

Comment by Cr Bob Richardson (100 word limit)

I joined Council in 2000. One of the first tasks for the new council was to re-visit the planning scheme which had been in place since 1995. That discussion seemed to go on forever; various changes to the planning scheme guidelines (by the State Government) meant that adoption of the new planning scheme for Meander Valley did not take place until 2013.

There was widespread community consultation, including Council information/consultation meetings. One of those, in Westbury, was, I recall, attended by some 60 people. Several written and verbal suggestions/requests were also received.

Specifically relating to Westbury, there was a community.....

Cr. Mackenzie left the meeting at 1.58pm

## **186/2018 LAND OFF RITCHIE STREET, WESTBURY - SUBDIVISION (4 LOTS)**

### **1) Introduction**

This report considers application PA\18\0253 for Subdivision (4 lots) on land located off Ritchie Street, Westbury (CT: 249076/158).

### **2) Recommendation**

***It is recommended that the application for Use and Development for Subdivision (4 lots) on land located off Ritchie Street, Westbury (CT:249076/158) by PDA Surveyors, requiring the following discretions:***

- 12.4.3.1 General Suitability
- 12.4.3.2 Lot Area, Building Envelopes and Frontage
- 12.4.3.2 Not Connected to Reticulated Water, Sewerage or Stormwater

***be APPROVED, generally in accordance with the endorsed plans:***

- a) PDA Surveyors – Job Number 40457, Drawing P01;***
- b) Livingston Natural Resource Services – Bushfire Hazard Management Report – dated 14 June 2018;***

***and subject to the following conditions:***

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:**
  - a) Such covenants or controls are expressly authorised by the terms of this permit; or**
  - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.**
  - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.**
- 2. The proposed vehicular crossovers must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1, including a culvert pipe, to the satisfaction of Council’s Director Infrastructure Services.**

3. **Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of Council:**
  - a) **The driveway crossover is to be completed, in accordance with Condition 2.**
  - b) **The developer must pay Council a Public Open Space contribution of a sum equivalent to 5% of the unimproved value of the approved lots as determined by a registered land valuer procured at the subdivider's expense.**

**Note:**

1. **Separate consent is required from Council acting at the Road Authority for any works within the road reserve. Prior to the commencement of any works within the road reserve, including the approved driveway crossover, a completed Application for Works in the Road Reservation form (attached) must be completed and returned to Council.**
2. **Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au).**
3. 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.
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 an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and

wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

6. 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.
7. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
8. 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:**

Cr Richardson moved and Cr Connor seconded ***"that the application for Use and Development for Subdivision (4 lots) on land located off Ritchie Street, Westbury (CT:249076/158) by PDA Surveyors, requiring the following discretions:***

- |          |  |
|----------|--|
| 12.4.3.1 | General Suitability  |
| 12.4.3.2 | Lot Area, Building Envelopes and Frontage                  |
| 12.4.3.2 | Not Connected to Reticulated Water, Sewerage or Stormwater |

***be APPROVED, generally in accordance with the endorsed plans:***

- a) PDA Surveyors – Job Number 40457, Drawing P01;***
- b) Livingston Natural Resource Services – Bushfire Hazard Management Report – dated 14 June 2018;***

***and subject to the following conditions:***

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:
  - a) Such covenants or controls are expressly authorised by the terms of this permit; or**
  - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.**
  - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.****
  
- 2. The proposed vehicular crossovers must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1, including a culvert pipe, to the satisfaction of Council's Director Infrastructure Services.**
  
- 3. Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of Council:
  - a) The driveway crossover is to be completed, in accordance with Condition 2.**
  - b) The developer must pay Council a Public Open Space contribution of a sum equivalent to 5% of the unimproved value of the approved lots as determined by a registered land valuer procured at the subdivider's expense.****

**Note:**

- 1. Separate consent is required from Council acting at the Road Authority for any works within the road reserve. Prior to the commencement of any works within the road reserve, including the approved driveway crossover, a completed Application for Works in the Road Reservation form (attached) must be completed and returned to Council.**
  
- 2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community**



**and Development Services on 6393 5320 or via email: mail@mvc.tas.gov.au.**

3. 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.
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 an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
6. 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.
7. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
8. 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.

***The motion was declared CARRIED with Councillors Connor, Perkins, Richardson and White voting for the motion and Councillors Kelly, Synfield and Temple voting against the motion.***

Comment by Cr Deborah White (100 word limit)

I am sympathetic to the arguments put forward opposing this application but given that we have already recently had advice that we don't have sufficient grounds for refusal, I reluctantly support this application.

Cr Mackenzie returned to the meeting at 2.04pm

## **187/2018 65 MEANDER VALLEY ROAD, HAGLEY - SINGLE DWELLING**

The Mayor invited Mrs Caroline Ross to address Council regarding this item.

### **1) Introduction**

This report considers application PA\19\0014 for a Single dwelling on land located at 65 Meander Valley Road, Hagley (CT: 16431/1) with access via CT:16431/8.

### **2) Recommendation**

***It is recommended that the application for Use and Development for Single Dwelling on land located at 65 Meander Valley Road, Hagley (CT: 16431/1) with access via CT:16431/8 by Prime Design, requiring the following discretions:***

- E5.5.1 & E5.6.1 - Flood Prone Area

***be APPROVED, generally in accordance with the endorsed plans:***

- a) Prime Design, Drawing No. PD18168, Sheets: 01, 02, 04 & 05***
- b) Protek Consulting, Drawing No.0173-0842 (Pg. 02) only in so far as is applicable to site filling and construction of a rock retaining wall***

***and subject to the following conditions:***

- 1. Prior to the commencement of works amended plans are to be submitted to council showing the following amendments:**
  - a) Prime Design, Drawing No. PD18168, Sheets 01 and Protek Consulting, Drawing No.0173-0842 (Pg. 02) are to be amended to show an overland flow path 0.5m wide along the west boundary adjoining CT: 16431/2 to be kept free of works and fill.**
  - b) Prime Design, Drawing No. PD18168, Sheets: 01, 04 & 05 are to be amended to show a minimum finished floor height of 154.55 AHD for the dwelling.**
- 2. No fill or works are to extend into the existing drainage easement along the north-east boundary of CT: 16431/1**

3. **Flood mitigation works are not permitted to extend beyond the title boundary of CT: 16431/1.**
4. **Prior to the commencement of use the proposed access is to be formed and constructed to the satisfaction of the Department of State Growth. Written confirmation from the Department of State Growth that the access is completed to an acceptable standard is to be provided to Council.**

**Note:**

1. **An on-site wastewater design report by a suitably qualified person is required to accompany an application for a Plumbing Permit. Any variation to the design which changes aspects of the site within the purview of the planning scheme, may trigger the requirement for an amendment or a new application.**
2. **Separate consent is required from the Department of State Growth prior to the commencement of any works within the State Road reservation (inclusive of any works necessary in relation to access construction, stormwater drainage and/or traffic management control and devices). Application requirements and forms can be found at [www.transport.tas.gov.au/road/permits](http://www.transport.tas.gov.au/road/permits) and must be submitted at least twenty eight (28) days prior to any scheduled works. No works shall be commenced within the State Road reservation until a permit has been issued in accordance with the provisions of the Roads and Jetties Act 1935.**
3. **Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au)**
4. **This permit does not imply that any other approval required under any other by-law or legislation has been granted. The following additional approvals may be required before construction commences:**
  - a) **Building approval**
  - b) **Plumbing approval****All enquiries should be directed to Council's Permit Authority on 6393 5322 or Council's Plumbing Surveyor on 0419 510 770.**

5. 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.
  
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 an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
  
8. 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.
  
9. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
  
10. 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:**

Cr Connor moved and Cr Richardson seconded ***“that the application for Use and Development for Single Dwelling on land located at 65 Meander Valley Road, Hagley (CT: 16431/1) with access via CT:16431/8 by Prime Design, requiring the following discretions:***

- E5.5.1 & E5.6.1 - Flood Prone Area

***be APPROVED, generally in accordance with the endorsed plans:***

- a) Prime Design, Drawing No. PD18168, Sheets: 01, 02, 04 & 05***
- b) Protek Consulting, Drawing No.0173-0842 (Pg. 02) only in so far as is applicable to site filling and construction of a rock retaining wall***

***and subject to the following conditions:***

- 1. Prior to the commencement of works amended plans are to be submitted to council showing the following amendments:**
  - a) Prime Design, Drawing No. PD18168, Sheets 01 and Protek Consulting, Drawing No.0173-0842 (Pg. 02) are to be amended to show an overland flow path 0.5m wide along the west boundary adjoining CT: 16431/2 to be kept free of works and fill.**
  - b) Prime Design, Drawing No. PD18168, Sheets: 01, 04 & 05 are to be amended to show a minimum finished floor height of 154.55 AHD for the dwelling.**
- 2. No fill or works are to extend into the existing drainage easement along the north-east boundary of CT: 16431/1**
- 3. Flood mitigation works are not permitted to extend beyond the title boundary of CT: 16431/1.**
- 4. Prior to the commencement of use the proposed access is to be formed and constructed to the satisfaction of the Department of State Growth. Written confirmation from the Department of State Growth that the access is completed to an acceptable standard is to be provided to Council.**

**Note:**

- 1. An on-site wastewater design report by a suitably qualified person is required to accompany an application for a Plumbing Permit. Any variation to the design which changes aspects of the site within the purview of the planning scheme, may trigger the requirement for an amendment or a new application.**
- 2. Separate consent is required from the Department of State Growth prior to the commencement of any works within the State Road reservation (inclusive of any works necessary in relation to access construction, stormwater drainage and/or traffic management control and devices). Application requirements and forms can be found at [www.transport.tas.gov.au/road/permits](http://www.transport.tas.gov.au/road/permits) and must be submitted at least twenty eight (28) days prior to any scheduled works. No works shall be commenced within the State Road reservation until a permit has been issued in accordance with the provisions of the Roads and Jetties Act 1935.**
- 3. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au)**
- 4. This permit does not imply that any other approval required under any other by-law or legislation has been granted. The following additional approvals may be required before construction commences:**
  - a) Building approval**
  - b) Plumbing approval****All enquiries should be directed to Council's Permit Authority on 6393 5322 or Council's Plumbing Surveyor on 0419 510 770.**
5. 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.

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 an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
8. 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.
9. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
10. 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.

***The motion was declared CARRIED with Councillors Connor, Kelly, Perkins, Richardson, Synfield and White voting for the motion and Councillors Mackenzie and Temple voting against the motion.***

Comment by Cr Ian Mackenzie (100 word limit)

I did not support this application as I would have liked some wording added as asked around some investigations to be implemented around the drainage system and culverts on this section of road. I do think there will be some consequences to others with this application.



## **188/2018 180 WANDILLA ROAD, QUAMBY BROOK - HOME BASED BUSINESS**

The Mayor invited Mr Benjamin Griffiths to address Council regarding this agenda item.

### **1) Introduction**

This report considers application PA\18\0237 for a Residential outbuilding and home based business on land located at 180 Wandilla Road, Quamby Brook (CT:161365/1) with access via the adjoining road reserve.

### **2) Recommendation**

***That the application for Use and Development for Residential outbuilding and home based business on land located at 180 Wandilla Road, Quamby Brook (CT:161365/1) by B Griffiths, requiring the following discretions:***

26.4.1 – setbacks

***be APPROVED, generally in accordance with the endorsed plans:***

*a) B Griffiths – Site Plan, Floor Plan, Business Outline, Elevations and Email dated 2 August 2018*

#### **Note:**

- 1. The proposed business must remain compliant with the definition of a home-based business. Any expansion or changes to the business, whether they be at the direction of Tasmania Police, Firearms Services, or otherwise, should be communicated to Council and may require an amendment to the permit or a new application.**
- 2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au)**

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

**a) Building approval**

**b) Plumbing approval**

**All enquiries should be directed to Council's Permit Authority on 6393 5322 or Council's Plumbing Surveyor on 0419 510 770.**

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. 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)

6. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.

7. 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.

8. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.

9. 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.

Cr Connor left the meeting at 2.31pm

Cr Connor returned to the meeting at 2.35pm

## **DECISION:**

Cr Kelly moved and Cr Mackenzie seconded ***“that the application for Use and Development for Residential outbuilding and home based business on land located at 180 Wandilla Road, Quamby Brook (CT:161365/1) by B Griffiths, requiring the following discretions:***

26.4.1 – setbacks

***be APPROVED, generally in accordance with the endorsed plans:***

- b) B Griffiths – Site Plan, Floor Plan, Business Outline, Elevations and Email dated 2 August 2018*

### **Note:**

- 1. The proposed business must remain compliant with the definition of a home-based business. Any expansion or changes to the business, whether they be at the direction of Tasmania Police, Firearms Services, or otherwise, should be communicated to Council and may require an amendment to the permit or a new application.**
- 2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council’s Community and Development Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au)**
- 3. This permit does not imply that any other approval required under any other by-law or legislation has been granted. The**

**following additional approvals may be required before construction commences:**

- a) Building approval**
- b) Plumbing approval**

**All enquiries should be directed to Council's Permit Authority on 6393 5322 or Council's Plumbing Surveyor on 0419 510 770.**

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. 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)
6. If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
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9. 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); and
- c) The relevant approval processes will apply with state and federal government agencies.

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Temple and White voting for the motion and Councillors Richardson and Synfield voting against the motion.***

***Councillor Synfield abstained from the vote.***

Comment by Cr Deborah White (100 word limit)

It is reasonable that community members should be alarmed at the prospect of this business of selling firearms from a secluded property, so I believe it is important that it should be understood that the processes to follow conducted by the Firearms Services division and Tas Police address concerns and safety and security.

Comment by Cr Bob Richardson (100 word limit)

The application is non-compliant. The development proposed is, quite simply, 2 metres too near the boundary. It therefore is strictly non-compliant.

**189/2018 2018-2019 COMMUNITY INCENTIVE GRANTS**  
**APPLICATION ASSESSMENTS - ROUND 2 -**  
**SEPTEMBER 2018**

**1) Introduction**

The purpose of this report is to present for Council approval, the recommendations of the Community Grants Committee for Community Incentive Grants Round 2.

**2) Recommendation**

***It is recommended that Council endorses the recommendations of the Community Grants Committee and approves the following allocations:***

<b>Organisation</b>	<b>Project</b>	<b>Grant Recommended \$</b>
Birrallee Hall Committee	100 Hall Chairs	750
Blackstone Hts Comm. News	Community Celebration	450
Bracknell Cricket Club	Women's apparel & equip.	2,250
Deloraine House	Deloraine House Promotion	1,000
Deloraine Tennis Club	Grass court upgrade	3,000
MV Emergency Relief Fund	MV Christmas Appeal	500
MV Suns Football Club	Women's uniforms & equip	3,000
Northern Tas Eventing Club	Shipping container storage	2,500
Prospect High Leaders Board	Eagle Statue Project	-
Prospect Park Sports Club	Reverse cycle air con.	-
Rotary Club of Central Ltn.	Special kids circus event	240
Southern Raiders JSC	Soccer nets	471
Tas Garlic & Tomato Festival	Freight for hocker	2,090
Westbury Cricket Club	Lawn Mower	800
Westbury Garden Club	Beautification of Westbury	3,000
Westbury St Pats Festival	Festival 2019	2,955
		<b>24,006</b>

## DECISION:

Cr Connor moved and Cr White seconded ***“that Council endorse the recommendations of the Community Grants Committee and approves the following allocations:***

Organisation	Project	Grant Recommended \$
Birrilee Hall Committee	100 Hall Chairs	750
Blackstone Hts Comm. News	Community Celebration	450
Bracknell Cricket Club	Women’s apparel & equip.	2,250
Deloraine House	Deloraine House Promotion	1,000
Deloraine Tennis Club	Grass court upgrade	3,000
MV Emergency Relief Fund	MV Christmas Appeal	500
MV Suns Football Club	Women’s uniforms & equip	3,000
Northern Tas Eventing Club	Shipping container storage	2,500
Prospect High Leaders Board	Eagle Statue Project	-
Prospect Park Sports Club	Reverse cycle air con.	-
Rotary Club of Central Ltn.	Special kids circus event	240
Southern Raiders JSC	Soccer nets	471
Tas Garlic & Tomato Festival	Freight for hoecker	2,090
Westbury Cricket Club	Lawn Mower	800
Westbury Garden Club	Beautification of Westbury	3,000
Westbury St Pats Festival	Festival 2019	2,955
		<b>24,006</b>

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.***

# 190/2018 POLICY REVIEW - NO. 56 RECREATION FACILITIES PRICING POLICY

## 1) Introduction

The purpose of this report is for Council to review the continuation of Policy No 56 – Recreation Facilities Pricing.

## 2) Recommendation

***It is recommended that Council confirm the continuation of Policy No. 56 – Sport & Recreation Venues Pricing as follows:***

### POLICY MANUAL

<b>Policy Number:</b> 56	<b>Sport &amp; Recreation Facilities Venues Pricing</b>
<b>Purpose:</b>	To provide a consistent philosophy to pricing the use of sport and recreation grounds and facilities
<b>Department:</b>	Community & Development Services
<b>Author:</b>	Lynette While, Director
<b>Council Meeting Date:</b>	9 October 2018
<b>Minute Number:</b>	
<b>Next Review Date:</b>	<b>July 2021</b>

### POLICY

#### 1. Definitions

- 1.1. **Sport & Recreation Venues:** includes sport and recreation facilities and grounds which are used for activities, such as: Australian football, badminton, basketball, cricket, dance, darts, drama, films, martial sport, netball, soccer, squash, table tennis, tennis, touch football.
- 1.2. **Sport & Recreation Facilities:** includes buildings, pavilions, halls, meeting rooms, change-rooms, clubrooms provided by Council for the purpose of recreation.
- 1.3. **Sport & Recreation Grounds:** includes parklands, sports fields, reserves, council land provided by Council for the purpose of recreation.
- 1.4. **Lease:** a contract under which an agreed fee is paid by a tenant (or lessee) granted exclusive use of ground and/or facility for an agreed period.
- 1.5. **Licence:** an agreement for permission to enter and use grounds and/or facilities for an agreed purpose for a stated period in exchange for an agreed fee. The licensee does not have exclusive use of the reserve or facility. Council is able to



allocate other user groups or allow the general public to use the reserves and/or facilities at other times.

- 1.6. **Regular Hire:** a group, individual or organisation that hires a recreation ground or facility on an ongoing basis for a specified minimum number of bookings.
- 1.7. **Casual Hire:** a group, individual or organisation that hires a recreation ground or facility for casual one-off or specific occasions.
- 1.8. **Community Organisation:** a not for profit group (e.g. Club / Association) established for the benefit of the community.
- 1.9. **Commercial Entity:** an organisation or individual conducting activities for the purposes of deriving a financial return to the proprietors or shareholders.
- 1.10. **Special Committee of Council:** comprises a Chairperson, Secretary and Treasurer and community / council members who are responsible, in conjunction with Council, for the upkeep and maintenance of the facility / ground for which it has been appointed.
- 1.11. **Junior Participants:** sport and recreation participants aged up to 18 years.
- 1.12. **Female Participants:** sport and recreation by female participants aged 18 years and older.
- 1.13. **Inclusion Participants:** sport and recreation by participants with a disability aged 18 years and older and senior aged participants (65 years +).

## 2. **Purpose & Objectives**

This policy intends that users of recreation grounds and facilities have transparent information regarding how much they are required to pay and what they are paying for. Council is committed to the following objectives:

- 2.1. To establish principles for the determination of fees and charges based on support levels for leased, licensed, regular and casual hire of council owned or managed recreation grounds and recreation facilities.
- 2.2. To ensure the accountability to the community through an equitable and transparent pricing structure.
- 2.3. To provide an efficient and joint management tool in the allocation, maintenance and operation of Council's recreation grounds and recreation facilities.
- 2.4. To promote the level of responsibility of user groups so that recreation grounds and recreation facilities receive optimum use and ratepayers do not bear the whole cost.
- 2.5. To provide the incentive for more diverse and joint use of fewer grounds and facilities so that Council's resources are effectively used.
- 2.6. To categorise recreation grounds and recreation facilities for casual/non-regular users and define them in terms of the benefits received by users and the rest of the community (refer to "Sports Grounds/Facilities for Casual Users Classifications" within the Recreation Pricing Policy Implementation Guidelines).

This policy also provides the basis and principles from which the more detailed Meander Valley Council "**Sport & Recreation Venues Pricing Policy Implementation Guidelines**" have been developed. The specific detail about how fees for users will be determined and implemented is contained within the Guidelines.

### **3. Scope**

This policy applies to all users, hirers and occupiers of Council's **sport and** recreation grounds and facilities.

The policy does not include Council's aquatic facilities.

### **4. Policy**

#### ***Principles***

Council will be guided by the following principles when determining hire charges and rents:

- 4.1. Charges are for a specific use on a specific date.
- 4.2. User groups should contribute towards the cost of grounds / facilities provided by Council so that ratepayers do not bear the full cost.
- 4.3. Hire charges for grounds use by regular seasonal users will be based on a per team charge that is initially set for a period of four years to coincide with policy review and which is then adjusted for CPI or as determined by Council and approved annually by Council.
- 4.4. Hire charges for grounds use for casual users will be initially set for a period of four years to coincide with policy review and which is then adjusted for CPI or as determined by Council and approved annually by Council.
- 4.5. Hire charges / rents for facilities will be based on a fixed percentage rate of return (22%) for all facilities and taking account of the average of the previous 5 years operating, maintenance and depreciation costs. The charges will thus reflect the quality of the facilities, services provided, the nature and pattern of use and the ability of user groups to pay and the terms of any lease agreements with Council. The charge/rent is initially set for a period of four years to coincide with policy review and is then annually adjusted for CPI or as determined by Council and approved annually by Council.
- 4.6. User groups are encouraged and rewarded for sharing facilities, encouraging new more diverse user groups and new uses, introducing new recreation and sports and involvement in the management, operation, maintenance and clean up responsibilities.

- 4.7. Responsibilities must be clearly developed in conjunction with user groups and communicated at appropriate times (*e.g. at AGM to new office bearers*).
- 4.8. If **sport and** recreation facilities are already provided to the public by the private sector at a reasonable and competitive price with professional, semi-professional or commercial interests in place, then Council's hire charges at relevant locations shall compete on a commercial market basis and recover the highest level of operation and maintenance costs in a similar manner to that calculated by the competing service.
- 4.9. Leased facilities will be administered according to the terms and conditions set out in the leases while supporting the community based not for profit organisations as per the pricing policy.

### **Facility / Ground Categories**

All outdoor **sport and** recreation grounds will be categorised according to their level of amenity for the purposes of managing usage by hirers. The charge will reflect the category of the facility/ground. The associated facilities at the outdoor recreation grounds are subject to any lease arrangements in place.

### **Concessions**

Based on the value Council places on support to junior participation, non-traditional users and innovative scheduling the following concessions will be provided on the hire charges for ground usage only:

- 4.10. Junior only sports and recreations supported by parental / volunteer administration – 50%.
- 4.11. Female and Inclusion the provision of non-traditional or new recreational opportunities – 50%.
- 4.12. Off peak use (to be defined by facility manager or management committee, but normally between 9am and 3pm weekdays) which encourages increased use of facilities by enabling better programming of activities – 25%.
- 4.13. The participation concessions can be cumulative up to a maximum of 75%.

Based on the value Council places on self-reliance the following concession will be provided by Council officers on the hire / rent charges for facility usage only:

- 4.14. The value of any maintenance by the user group expressed as a percentage within the total Operations & Maintenance costs – up to 25%.

## 5. Legislation

Local Government Act 1993 - responsibility to provide for the health, safety and welfare of the community.

## 6. Responsibility

Responsibility for the operation of this policy rests with the Director, Community and Development Services.

## DECISION:

Cr Mackenzie moved and Cr White seconded ***“that Council confirm the continuation of Policy No. 56 – Sport & Recreation Venues Pricing as follows:***

### POLICY MANUAL

**Policy Number: 56**

**Sport & Recreation Venues Pricing**

**Purpose:**

To provide a consistent philosophy to pricing the use of sport and recreation grounds and facilities

**Department:**

Community & Development Services

**Author:**

Lynette While, Director

**Council Meeting Date:**

9 October 2018

**Minute Number:**

190/2018

**Next Review Date:**

**July 2021**

### POLICY

#### 1. Definitions

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- 2.3. To provide an efficient and joint management tool in the allocation, maintenance and operation of Council's recreation grounds and recreation facilities.
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This policy also provides the basis and principles from which the more detailed Meander Valley Council "**Sport & Recreation Venues Pricing Policy Implementation Guidelines**" have been developed. The specific detail about how fees for users will be determined and implemented is contained within the Guidelines.

### **3. Scope**

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- 4.7. Responsibilities must be clearly developed in conjunction with user groups and communicated at appropriate times (*e.g. at AGM to new office bearers*).
- 4.8. If sport and recreation facilities are already provided to the public by the private sector at a reasonable and competitive price with professional, semi-professional or commercial interests in place, then Council's hire charges at relevant locations shall compete on a commercial market basis and recover the highest level of operation and maintenance costs in a similar manner to that calculated by the competing service.
- 4.9. Leased facilities will be administered according to the terms and conditions set out in the leases while supporting the community based not for profit organisations as per the pricing policy.

### **Facility / Ground Categories**

All outdoor sport and recreation grounds will be categorised according to their level of amenity for the purposes of managing usage by hirers. The charge will reflect the category of the facility/ground. The associated facilities at the outdoor recreation grounds are subject to any lease arrangements in place.

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Based on the value Council places on self-reliance the following concession will be provided by Council officers on the hire / rent charges for facility usage only:

4.14. The value of any maintenance by the user group expressed as a percentage within the total Operations & Maintenance costs – up to 25%.

## **5. Legislation**

Local Government Act 1993 - responsibility to provide for the health, safety and welfare of the community.

## **6. Responsibility**

Responsibility for the operation of this policy rests with the Director, Community and Development Services.

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.***



# **191/2018 COUNCIL AUDIT PANEL INDEPENDENT CHAIRMAN RE-APPOINTMENT; RECEIPT OF AUDIT PANEL MEETING MINUTES AND REVIEW OF THE AUDIT PANEL CHARTER**

## **1) Introduction**

The purpose of this report is for Council to re-appoint independent Audit Panel chairman Steven Heryk for a period of two (2) years; to receive the minutes of the Audit Panel meeting held on 25 September 2018 and to confirm the continuation of the amended Audit Panel Charter.

## **2) Recommendation**

*It is recommended that Council:*

- 1. re-appoint Steven Heryk as independent chairman of Council's Audit Panel for a period of two years to November 2020*
- 2. receive the minutes of the Council Audit Panel meeting held on 25 September 2018*
- 3. confirm the continuation of the amended Audit Panel Charter*

## **DECISION:**

Cr Connor moved and Cr White seconded *"that Council:*

- 1. re-appoint Steven Heryk as independent chairman of Council's Audit Panel for a period of two years to November 2020*
- 2. receive the minutes of the Council Audit Panel meeting held on 25 September 2018*
- 3. confirm the continuation of the amended Audit Panel Charter."*

*The motion was declared **CARRIED** with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.*

## **192/2018 DELEGATIONS BY COUNCIL**

### **1) Introduction**

The purpose of this report is for Council to approve delegations to the General Manager under the Local Government Act 1993.

### **2) Recommendation**

***It recommended that Council, pursuant to the powers of the Local Government Act 1993, the Council delegates the exercise and performance of the following functions and powers (as attached) to the General Manager or a person acting in that capacity on the following conditions:***

- i) Each delegation is subject to the conditions or restrictions, if any, referred to in the table to this delegation;***
- ii) Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve;***
- iii) The General Manager is authorised pursuant to Section 64 of the Local Government Act 1993 to further delegate such powers and functions to an employee of the Council.***

#### **DELEGATION TO GENERAL MANAGER**

(Section 22 of the Local Government Act 1993)

Resolution of Council Numbered XXXX

Pursuant to the powers of the Local Government Act 1993 the Council hereby delegates the exercise and performance of the following functions and powers to the General Manager or a person acting in that capacity on the following conditions:

- I Each delegation is subject to the conditions or restrictions (if any) referred to in the table to this delegation.
- II Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve.
- III Each delegation is subject to Council's By-laws or the provision of any Act.

- IV The General Manager is authorised pursuant to Section 64 of the Local Government Act 1993 to further delegate such powers and functions to an employee of the Council.

### **TABLE OF POWERS AND FUNCTIONS DELEGATED**

#### **No. 1 Local Government Act 1993**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22	All of Council's powers and functions under sections 74, 75, 77, 81, <b>113</b> , 175, 176, 185, 189, 193, 197, 200, 201, 205, <del>207</del> , 209 and 252 of the Local Government Act 1993	
2	s. 22	All of Council's powers and functions under sections 76, <del>77, 124</del> , 126, 127, 128, 133 and 135 of the Local Government Act 1993	Subject to the rates and charges policies and procedures. Not to be sub-delegated. See s.22.
3	s. 64	All of Council's powers and functions under sections 74, 75, 76, <b>77</b> , 81, <b>113</b> , 175, 176, 185, 189, 197, 200, 201, 205, 209 and 252 of the Local Government Act 1993, may be delegated	
4	s.129	Remission of Rates: rates and interest by request	<b>General Manager &amp; Director Corporate Services limited to \$2,000</b>
5	s.207	Remission of fees and charges: remit all or part of any fee or charge	<b>General Manager &amp; Director Corporate Services limited to \$2,000</b>
6	s. 219	Submissions to Boards of Inquiry	In accordance with general directions of Council
7	s. 240	Institute proceedings in a court of law	
8	s. 333A	To call tenders for goods and services included in the Annual Plan and accept or refuse same.	Acceptance of tenders by the General Manager must only be for goods or services included in the Annual Plan up to the

No	Statutory Ref	Function or Power	Conditions or Restrictions
			prescribed amount as set out in the Local Government (General) Regulations 2015 (\$250 000). Council's Code of Tendering must be complied with.

## No. 2 Local Government (General) Regulations 2015

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	Reg. 23 (2), (3), (4), (5)	Public Tenders	In accordance with Code of Tender
2	Reg. 24	Open Tenders	
3	Reg. 25	Multiple Use Register	
4	Reg. 26(1)	Multi Stage Register	

## No. 3 Local Government (Building and Miscellaneous Provisions) Act 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 Local Government Act 1993 (LGA)	All of council's powers and functions contained in the Local Government (Building and Miscellaneous Provisions) Act 1993.	Upon recommendation of relevant infrastructure or planning officers
2	s. 86	Security for payment	Further to this power to accept a guarantee as a security for subdivision work from any organisation that meets the requirements of this section.  To authorise the total or partial release of bonds, guarantees and security deposits, where the appropriate departmental manager has certified that the work or thing to which the bond, guarantee or deposit relates has been satisfied in whole or in part.

No	Statutory Ref	Function or Power	Conditions or Restrictions
			To call on any bonds and guarantees for building estates and subdivisions to carryout uncompleted works as certified by Council's Engineer.

#### **No. 4 Roads and Jetties Act 1935**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All powers and functions contained in the Roads and Jetties Act 1935	

#### **No. 5 Local Government (Highways) Act 1982**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s.124(1)	All powers and functions contained in the Local Government (Highways) Act 1982	Excludes sections 12(1), 15(3), 19(1)(c), 43, 46(2C), 61, 73, 80, 114(8), 124; and condition on s104(2) - must be in accordance with the annual schedule of fees and charges.  Decision made upon recommendation from Director Infrastructure
2	s. 19	Closure of Local Highways for public functions	Upon approval of Commissioner of Police

#### **No. 6 Public Health Act 1997**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All of council's powers and functions contained in the Public Health Act 1997	Except s.185(1)  Decision made upon recommendation of Environmental Health Officer

### No. 7 Food Act 2003

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All of council's powers and functions contained in the Food Act 2003.	Decision made upon recommendation of Environmental Health Officer

### No. 8 Dog Control Act 2000

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 27	Erect and maintain signs sufficient to identify any exercise area, training area, prohibited area or restricted area	

### No. 9 Monetary Penalties Enforcement Act 2005

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s.17(2)	Approve or refuse an application for the withdrawal of an infringement notice or a variation of an infringement notice, and notify the applicant of the approval or refusal	
2	s. 18(1)	Refer an infringement notice served by it to the Director for enforcement	
3	s. 23	Withdraw an infringement notice served by Council	Advise the offender in writing and advise the Director MPES if the notice was referred to MPES
4	s. 28(1)	Receive application for variation of payment conditions	

### No. 10 Land Acquisition Act 1993

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 54	Powers of entry and examination	
2	s. 55	Immediate entry	
3	s. 56	Power to occupy adjacent land	

### No. 11 Environmental Management and Pollution Control Act

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 22 LGA	All of Council's powers and functions under the Environmental Management and Pollution Control Act 1994	Decision made upon recommendation of Environmental Health Officer
2	s.25A (1D)(a)	Provide notice to the applicant of the determination	When functioning as the Planning Authority
3	s.27AC (5)	Notify the Board of the grant of the permit and provide to the Board a copy of the permit	When functioning as the Planning Authority
4	s.27AD	Application to the Board for approval to amend a planning permit	When functioning as the Planning Authority
5	s.44	Notify the Director, EPA of the issue of an emergency order and provide a copy of the order	When functioning as the Planning Authority

### No. 12 Archives Act 1983

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 3(1)	Relevant Authority	Subject to compliance with provisions of the Archives Act 1983
2	s. 15	Approve or refuse access to restricted records	Subject to provisions of Archives Act and Freedom of Information Act 1991

### No. 13 Right to Information Act 2009

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	Functions and powers of Council as a public authority under the Right to Information Act 2009	

### No. 14 Strata Titles Act 1998

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 19	Application for amendment (strata scheme)	Upon recommendation from the Planning Officer
2	s. 23	Application for consolidation (strata scheme)	Upon recommendation from the Planning Officer
3	s. 27	Application for cancellation (strata Scheme)	Upon recommendation from the Planning Officer
4	s. 31	Application for grant of certificate of approval (strata scheme)	Upon recommendation from the Planning Officer
5	s.36(1)	A developer can apply to Council for in principle approval for a staged development scheme	
6	s. 37	Approval of scheme in principle (staged development scheme)	Upon recommendation from the Planning Officer
7	s.41(2)	The Council may refuse to approve a particular stage of a staged development scheme in certain circumstances	Upon recommendation from the Planning Officer
8	s. 42	Application for variation of scheme (staged development scheme)	Upon recommendation from the Planning Officer
9	s. 54	Approval of scheme (community development scheme)	Upon recommendation from the Planning Officer
10	s.57(2)	The Council may refuse to approve a particular stage of a community development scheme in certain circumstances	
11	s. 58	Application for variation of	Upon recommendation from



No	Statutory Ref	Functions or Power	Conditions or Restrictions
		scheme (community development scheme)	the Planning Officer
12	s. 61	Council (as an "interested person" under the Act) can apply for a mandatory injunction requiring the developer of a community development scheme to complete the scheme	
13	s. 65(a)	An owner proposing to sell or dispose of land in a community development scheme must give notice to the Council	
14	s.65(b)(i)	A person who is to acquire title in a registered community development scheme must give a written undertaking to develop the land in accordance with the scheme to the Council	

### No. 15 Building Act 2016

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s.27(3) & (4)	Make information retained pursuant to s.27(2) available to the persons specified in s.27(3), and to provide a copy of that information upon payment of a fee.	
2	s.41(1)	Take steps to (a) ensure that the owners of property are informed of their duties under this Act –(i) in relation to any building work, plumbing work or demolition work; and (ii) in maintaining and	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		<p>using a building; and (b) make itself aware of – (i) building work, plumbing work or demolition work being performed in the municipal area; and (ii) the use and occupation of buildings in its municipal area; and (c) if applicable, ensure proceedings are instituted against any person or body failing to comply with this Act; and (d) enforce an order issued by a building surveyor, if appropriate to do so.</p>	
1	s. 265(3) & (4)	<p>Perform works where there has been failure to comply with an emergency, building or plumbing order, including the power to:(a) enter on the land where the work is to be done with the appropriate equipment; and</p> <p>(b) exclude other persons from the place where the work is being done; and</p> <p>(c) if anything is to be altered, determine the form of the alteration so far as it was not previously specified; and</p> <p>(d) if anything is to be taken down, demolished or removed, determine in what condition the remainder is to be left; and</p> <p>(e) carry away to some convenient place any materials removed; and</p>	Upon recommendation from the Permit Authority

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		(f) sell any materials so carried away and deduct the proceeds from the cost of the work.	
2	s. 266	Take proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to s.265.	Upon recommendation from the Permit Authority

### **No. 16 Building Regulations 2016**

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	r. 43(1)	Provide written consent for works proposed pursuant to r.43(1)	Upon recommendation from the Plumbing Permit Authority
2	r. 43(3)	If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary	Upon recommendation from the Plumbing Permit Authority
3	r. 43(5)(a)	Recover costs as a charge under the Local Government Act 1993	Upon recommendation from the Plumbing Permit Authority
4	r. 53	Assessment of land as having a reasonable probability of flooding	
5	r. 78(3)	Recover costs as a charge under the Local Government Act 1993	Upon recommendation from the Permit Authority

### **No. 17 Heavy Vehicle National Law (Tasmania) Act 2013**

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s.118(1)(b)	Granting consent for exemption on mass or	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		dimension restriction	
2	s.124(1)(b)	Granting consent for exemption (permit) on mass or dimension restriction	
3	s.145(1)(b)	Granting consent for a class 2 heavy vehicle authorisation	
4	s.156(2)	Asking the Regulator for a longer period to decide whether to grant consent for a mass or dimension authority	
5	s.156(6)	Providing written statement explaining road manager's reasons not to give consent for a mass or dimension authority	
6	s.158	Deal with a request for consent and decide to give or not give consent for a mass or dimension authority	
7	s.159(2)	Notifying the Regulator that route assessment is required by the road manager in deciding whether to give consent and the fee payable	
8	s.160(1)	Specifying road condition(s) to which the granting of consent is subject	
9	s.160(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	
10	s.161(1)	Specifying travel	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		condition(s) to which the granting of consent is subject	
11	s.161(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	
12	s.162(2)	Requesting specified vehicle condition(s) be imposed on the mass or dimension authority	
13	s.167(2)(b)	Giving notice to the Regulator of objection to the application of this section [which provides for expedited process for renewal of mass or dimension authority]	
14	s.169	Giving consent to the grant of a mass or dimension authority for a trial period or no more than 3 months	
15	s.170	Provide the Regulator with a written objection to a renewal of a mass or dimension authority	
16	s.174(2)	Asking the Regulator to amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	
17	s.176	Provide consent to an amendment of a permit for a mass or dimension authority	
18	s.178(2)	Asking the Regulator	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	
19	s.645	Decide a review of a reviewable decision under the Act	

### No. 18 Miscellaneous Powers and Functions

No	Function or Power
1	To call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment of materials.
2	To approve the taking over by the Council of engineering works involved in the development of a subdivision subject to certification by the Council's Engineer that all the items, including maintenance, have been satisfactorily completed and "as constructed" drawings have been received.
3	To institute, defend, abandon, settle or compromise any proceedings before any tribunal for the recovery of debts due to the Council or for breaches of any By-laws or statutes affecting the Council, or to protect, recover or secure recompense for damage to or loss of any property of the Council.
4	To authorise and to institute proceedings for non-compliance with any order or notice lawfully made or given by or on behalf of the Council, and where such order or notice is not complied with, to authorise the carrying out of the necessary work where the Council has the power to do so.
5	To issue or publish or cause to be issued or published statements of fact relating to Council's activities or policies.
6	To seek legal advice and to complete affidavits on behalf of Council in accordance with Council policies.
7	To sign all contracts, leases and agreements on behalf of Council in accordance with Council policies.
8	To authorise the affixing of the Common Seal to any document, including final plans of survey complying with all relevant statutes.
9	To negotiate and approve leases of Council property where the annual rental is less than \$20 000 exclusive of GST.
10	The authority to agree or object to the sale or lease by the Department of Primary Industry, Parks, Water and the Environment of Crown Land including the unmade portion of road reservations on the advice of Council's Director Infrastructure Services and Director Community & Development Services and on condition that:

	<ul style="list-style-type: none"> <li>• The proposed sale or lease of a road reservation will not deny a fee simple frontage to a road to any land title.</li> <li>• The portion of the road reservation being purchased is to be adhered to the adjoining title of the purchaser.</li> <li>• Any land purchased that is a sub-minimum lot under Council's Planning Scheme is to be adhered to the adjoining title of the purchaser.</li> </ul>
11	To control and supervise all contracts and to approve expenditure authorised thereunder in the relevant budget, including contingency provisions.
12	To approve the location of telephone cabinets, power sub-stations, bus shelters, seats, street furniture and other services installed or constructed by other public authorities or service organisations and to order the relocation or removal thereof in connection with approved works.
13	To authorise the carrying out by Council of private works for other parties.
14	To authorise the installation or any alteration to street lights in keeping with Council's budget estimates.
15	To authorise the joining in or the contribution by the Council, to the erection or repair of any fence between land of the Council and adjoining land in accordance with the Boundary Fences Act 1908 and in keeping with the Council budget estimates.
16	To determine the use of public roads for walk-a thons, charitable collections or other like events.
17	To authorise the closure of roads or parts thereof temporarily for repairs or construction.
18	To authorise the total or partial release of bonds, guarantees and security deposits where the relevant Manager has certified that the work or thing which the bond, guarantee or security deposit relates has been satisfied in whole or in part and to call on any bonds, guarantees or security deposits where the work secured has not been carried out in accordance with Council requirements.
19	To authorise the use of Council's plant and equipment in emergencies at the request of the State Emergency Services, Tasmania Police or the Tasmania Fire Service.
20	To make payments and donations in keeping with Council policy.
21	To approve or disapprove, upon written application, requests to consume intoxicating liquor on Council reserves or premises.
22	To lend materials from Council stores stock in emergency circumstances as determined by the General Manager subject to the provision of a written acknowledgement of receipt of an undertaking to replace within a set time.
23	Subject to the provision of any Act to permit or refuse to permit the disposal of waste or rubbish at a Council tip, refuse disposal site or waste transfer station.
24	To approve conditionally or otherwise all temporary signs and hoardings.
25	Authority to appoint "Authorised Officers" or "Council Officers" where such are required to be appointed under the Local Government Act 1993 or any other Act and to issue "Certificates of Authority" to those officers where required.

**DELEGATION TO GENERAL MANAGER**  
(Section 6 of the Land Use Planning Approvals Act 1993)

**TABLE OF POWERS AND FUNCTIONS DELEGATED**

**No. 19. Land Use Planning and Approvals Act**

<b>No</b>	<b>Statutory Ref</b>	<b>Functions or Power</b>	<b>Conditions or Restrictions</b>
	Part 3	Planning Schemes	
1	Part 3 Generally	<p>As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment:</p> <ul style="list-style-type: none"> <li>i) authority to give such advice, consultation, referral or notification as required under this Part;</li> <li>ii) authority to initiate public notification of a draft scheme or draft amendment;</li> <li>iii) authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period;</li> <li>iv) authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation, make procedural changes or to bring the planning scheme into conformity with a mandatory planning instruction;</li> <li>v) represent the Council and to give evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission.</li> </ul>	
2	Part 3A Generally	In accordance with a decision of the planning authority (or a	



	Local Provisions Schedule	<p>requirement of the Minister) to:</p> <ol style="list-style-type: none"> <li>a. prepare a draft LPS under s35;</li> <li>b. indicate its views and opinions in relation to each representation received on a draft LPS;</li> <li>c. indicate its satisfaction that a draft LPS meets the criteria in s34;</li> <li>d. make recommendations in relation to how a draft LPS should be determined in accordance with s35F; and</li> <li>e. conduct and respond on a review of the LPS</li> </ol>	
3	Part 3B Generally  Amendment of Local Provisions Schedule	<p>In accordance with a decision of the planning authority in relation to:</p> <ol style="list-style-type: none"> <li>a. preparation of a draft amendment to the LPS under s38 or 40D;</li> <li>b. preparation of a draft amendment under s38 and a draft permit under s40Y; and</li> <li>c. its views and opinions in relation to each representation received on a draft LPS and on any draft permit;</li> <li>d. its satisfaction that the draft LPS meets the criteria in s34; and</li> <li>e. recommendations in relation to how the draft LPS should be determined in accordance with s35F;</li> </ol>	
	Part 4	Enforcement of Planning Control	

3	Part 4 Generally	Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council's obligations as a planning authority to observe and enforce compliance of a planning scheme; including – i) to give such advice, consultation, referral or notification as required under this Part; ii) to represent the Council and to give evidence before the Resource Management and Planning Appeal Tribunal in respect of any appeal against a decision on a planning permit; iii) to initiate legal proceedings for any use of land, development or act if:- - contrary to a State Policy, planning scheme or special planning scheme; - an obstruction of a planning scheme or special planning scheme; or - a breach of a condition or restriction of a planning permit.	
4	s. 35C	Notice of exhibition of Draft LPS	
5	s. 35G	Planning Authority may notify Minister as to whether amendment of SPPPs is required	
6	s. 35M	Notice of approval of Local Provisions Schedules	
7	s. 40G	Amendment of LPS – Notice of Exhibition	
8	s. 40U	Combined permit and amendment Process – Additional Information	
7	s. 43(6)	Notify persons of amendment to permit	
8	s. 43(7)	Notify EPA of amendment to permit	
9	s. 43(9)	Notify Commission of amendment to permit	
10	s. 43(10)	Notify Heritage Council of amendment to permit	
11	s. 48A	Notice to remove signs	
12	s. 51	Permits	For permitted uses – upon recommendation from

			Planning Officer
12	s. 53(5A)	Granting period to substantially commence	
13	s. 54	Additional information	
14	S. 55	Corrections of mistakes in planning permit	Upon recommendation from the Planning Officer. Inclusive of Council decisions where the permit amendment does not alter the intent or nature of Council's decision.
15	S. 56	Minor amendments to permits	Upon recommendation from the Planning Officer. Inclusive of Council decisions where the permit amendment does not alter the intent or nature of Council's decision.
16	S. 57(2)	Application for discretionary permit. To refuse a permit.	Only where such application cannot lawfully be approved.
17	s. 57(3)	Notify application for discretionary permit	
18	S. 57(5)	Application for discretionary permit. To extend time for receipt of representations.	
19	S. 57(6)	Application for discretionary permit. To grant a permit	Only in cases where <b>no</b> representations have been received objecting to the proposal and upon the recommendation of the Planning Officer or where time for a decision will expire and so create a deemed approval and the applicant has refused an extension of time.
20	S. 57(6A)	Application for discretionary permit. To extend time for making a decision.	Upon agreement in writing with the applicant.
21	S. 57A	Mediation	
22	S. 58	Approval of application for other permits (permitted) including extension of time.	Upon recommendation from the Planning Officer.
23	S. 59(3)	Deemed approval hearing. To negotiate, compromise, agree etc. During a hearing on a deemed approval.	
24	s. 59(7)	Determine an application for a permit if the statutory time has	Upon recommendation from the Planning Officer.

		elapsed	
25	s. 60P (4)	Provide information if requested by Tasmanian Planning Commission	
26	s. 60Q(5)	Notification and exhibition of project	
27	s. 60ZD	Issue of planning compliance certificates	
28	s. 60ZE(3)	Grant and extension of planning compliance certificate	
29	s. 60ZF	Cancellation of planning compliance certificates	
30	S. 61	Planning appeals To negotiate, compromise, agree etc. During the hearing of an appeal.	
31	S. 64	Commencement and conduct of civil enforcement proceedings	Council is to be advised in next briefing report.
32	S. 65	Appeal to the Supreme Court in respect to a decision of the Appeals Tribunal under section 64.	Only if the matter is unable to be brought before Council within the time required for lodgement of an appeal and on the advice of the Planning Officer. Council is to be advised at the next ordinary meeting.
33	S. 67	Notice of withdrawal of modification of planning scheme.	
34	S. 71	Planning authority may enter into agreements.	Upon recommendation from the Planning Officer.
35	S. 73	Security for payment.	Bonds and Guarantees To authorise the partial or total release of bonds, guarantees and security deposits held pursuant to section 71 of the Act upon certification from the relevant manager and in the case of engineering works certification from Council's Engineer that the work or things to which the bond, guarantee or security deposit relates has been to the Council requirements satisfied in whole or in part. To call on any bonds, guarantees or security deposits to carry out work that has not been completed to the Council

			requirements upon the certification of the Council's Engineer.
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**DECISION:**

Cr Connor moved and Cr White seconded ***“that Council, pursuant to the powers of the Local Government Act 1993, the Council delegates the exercise and performance of the following functions and powers (as attached) to the General Manager or a person acting in that capacity on the following conditions:***

- i) Each delegation is subject to the conditions or restrictions, if any, referred to in the table to this delegation;***
- ii) Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve;***
- iii) The General Manager is authorised pursuant to Section 64 of the Local Government Act 1993 to further delegate such powers and functions to an employee of the Council.***

**DELEGATION TO GENERAL MANAGER**

(Section 22 of the Local Government Act 1993)  
Resolution of Council Numbered XXXX

Pursuant to the powers of the Local Government Act 1993 the Council hereby delegates the exercise and performance of the following functions and powers to the General Manager or a person acting in that capacity on the following conditions:

- I Each delegation is subject to the conditions or restrictions (if any) referred to in the table to this delegation.
- II Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve.
- III Each delegation is subject to Council’s By-laws or the provision of any Act.
- IV The General Manager is authorised pursuant to Section 64 of the Local Government Act 1993 to further delegate such powers and functions to an employee of the Council.

## **TABLE OF POWERS AND FUNCTIONS DELEGATED**

### **No. 1 Local Government Act 1993**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22	All of Council's powers and functions under sections 74, 75, 77, 81, 113, 175, 176, 185, 189, 193, 197, 200, 201, 205, 207, 209 and 252 of the Local Government Act 1993	
2	s. 22	All of Council's powers and functions under sections 76, <del>77, 124</del> , 126, 127, 128, 133 and 135 of the Local Government Act 1993	Subject to the rates and charges policies and procedures. Not to be sub-delegated. See s.22.
3	s. 64	All of Council's powers and functions under sections 74, 75, 76, 77, 81, 113, 175, 176, 185, 189, 197, 200, 201, 205, 209 and 252 of the Local Government Act 1993, may be delegated	
4	s.129	Remission of Rates: rates and interest by request	General Manager & Director Corporate Services limited to \$2,000
5	s.207	Remission of fees and charges: remit all or part of any fee or charge	General Manager & Director Corporate Services limited to \$2,000
6	s. 219	Submissions to Boards of Inquiry	In accordance with general directions of Council
7	s. 240	Institute proceedings in a court of law	
8	s. 333A	To call tenders for goods and services included in the Annual Plan and accept or refuse same.	Acceptance of tenders by the General Manager must only be for goods or services included in the Annual Plan up to the prescribed amount as set out in the Local Government (General) Regulations 2015 (\$250 000). Council's Code of Tendering must be

No	Statutory Ref	Function or Power	Conditions or Restrictions
			complied with.

## No. 2 Local Government (General) Regulations 2015

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	Reg. 23 (2), (3), (4), (5)	Public Tenders	In accordance with Code of Tender
2	Reg. 24	Open Tenders	
3	Reg. 25	Multiple Use Register	
4	Reg. 26(1)	Multi Stage Register	

## No. 3 Local Government (Building and Miscellaneous Provisions) Act 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 Local Government Act 1993 (LGA)	All of council's powers and functions contained in the Local Government (Building and Miscellaneous Provisions) Act 1993.	Upon recommendation of relevant infrastructure or planning officers
2	s. 86	Security for payment	<p>Further to this power to accept a guarantee as a security for subdivision work from any organisation that meets the requirements of this section.</p> <p>To authorise the total or partial release of bonds, guarantees and security deposits, where the appropriate departmental manager has certified that the work or thing to which the bond, guarantee or deposit relates has been satisfied in whole or in part.</p> <p>To call on any bonds and guarantees for building estates and subdivisions to carryout uncompleted works</p>

No	Statutory Ref	Function or Power	Conditions or Restrictions
			as certified by Council's Engineer.

#### **No. 4 Roads and Jetties Act 1935**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All powers and functions contained in the Roads and Jetties Act 1935	

#### **No. 5 Local Government (Highways) Act 1982**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s.124(1)	All powers and functions contained in the Local Government (Highways) Act 1982	Excludes sections 12(1), 15(3), 19(1)(c), 43, 46(2C), 61, 73, 80, 114(8), 124; and condition on s104(2) - must be in accordance with the annual schedule of fees and charges.  Decision made upon recommendation from Director Infrastructure
2	s. 19	Closure of Local Highways for public functions	Upon approval of Commissioner of Police



### **No. 6 Public Health Act 1997**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All of council's powers and functions contained in the Public Health Act 1997	Except s.185(1)  Decision made upon recommendation of Environmental Health Officer

### **No. 7 Food Act 2003**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	All of council's powers and functions contained in the Food Act 2003.	Decision made upon recommendation of Environmental Health Officer

### **No. 8 Dog Control Act 2000**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 27	Erect and maintain signs sufficient to identify any exercise area, training area, prohibited area or restricted area	

### **No. 9 Monetary Penalties Enforcement Act 2005**

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s.17(2)	Approve or refuse an application for the withdrawal of an infringement notice or a variation of an infringement notice, and notify the applicant of the approval or refusal	
2	s. 18(1)	Refer an infringement notice served by it to the Director for enforcement	
3	s. 23	Withdraw an infringement	Advise the offender in writing

No	Statutory Ref	Function or Power	Conditions or Restrictions
		notice served by Council	and advise the Director MPES if the notice was referred to MPES
4	s. 28(1)	Receive application for variation of payment conditions	

### No. 10 Land Acquisition Act 1993

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 54	Powers of entry and examination	
2	s. 55	Immediate entry	
3	s. 56	Power to occupy adjacent land	

### No. 11 Environmental Management and Pollution Control Act

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 22 LGA	All of Council's powers and functions under the Environmental Management and Pollution Control Act 1994	Decision made upon recommendation of Environmental Health Officer
2	s.25A (1D)(a)	Provide notice to the applicant of the determination	When functioning as the Planning Authority
3	s.27AC (5)	Notify the Board of the grant of the permit and provide to the Board a copy of the permit	When functioning as the Planning Authority
4	s.27AD	Application to the Board for approval to amend a planning permit	When functioning as the Planning Authority
5	s.44	Notify the Director, EPA of the issue of an emergency order and provide a copy of the order	When functioning as the Planning Authority

### No. 12 Archives Act 1983

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 3(1)	Relevant Authority	Subject to compliance with provisions of the Archives Act 1983
2	s. 15	Approve or refuse access to restricted records	Subject to provisions of Archives Act and Freedom of Information Act 1991

### No. 13 Right to Information Act 2009

No	Statutory Ref	Function or Power	Conditions or Restrictions
1	s. 22 LGA	Functions and powers of Council as a public authority under the Right to Information Act 2009	

### No. 14 Strata Titles Act 1998

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s. 19	Application for amendment (strata scheme)	Upon recommendation from the Planning Officer
2	s. 23	Application for consolidation (strata scheme)	Upon recommendation from the Planning Officer
3	s. 27	Application for cancellation (strata Scheme)	Upon recommendation from the Planning Officer
4	s. 31	Application for grant of certificate of approval (strata scheme)	Upon recommendation from the Planning Officer
5	s.36(1)	A developer can apply to Council for in principle approval for a staged development scheme	
6	s. 37	Approval of scheme in principle (staged development scheme)	Upon recommendation from the Planning Officer
7	s.41(2)	The Council may refuse to approve a particular stage of a staged development scheme in certain circumstances	Upon recommendation from the Planning Officer

No	Statutory Ref	Functions or Power	Conditions or Restrictions
8	s. 42	Application for variation of scheme (staged development scheme)	Upon recommendation from the Planning Officer
9	s. 54	Approval of scheme (community development scheme)	Upon recommendation from the Planning Officer
10	s.57(2)	The Council may refuse to approve a particular stage of a community development scheme in certain circumstances	
11	s. 58	Application for variation of scheme (community development scheme)	Upon recommendation from the Planning Officer
12	s. 61	Council (as an "interested person" under the Act) can apply for a mandatory injunction requiring the developer of a community development scheme to complete the scheme	
13	s. 65(a)	An owner proposing to sell or dispose of land in a community development scheme must give notice to the Council	
14	s.65(b)(i)	A person who is to acquire title in a registered community development scheme must give a written undertaking to develop the land in accordance with the scheme to the Council	

### No. 15 Building Act 2016

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s.27(3) & (4)	Make information retained pursuant to s.27(2) available to the persons specified in s.27(3), and to	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		provide a copy of that information upon payment of a fee.	
2	s.41(1)	Take steps to (a) ensure that the owners of property are informed of their duties under this Act –(i) in relation to any building work, plumbing work or demolition work; and (ii) in maintaining and using a building; and (b) make itself aware of – (i) building work, plumbing work or demolition work being performed in the municipal area; and (ii) the use and occupation of buildings in its municipal area; and (c) if applicable, ensure proceedings are instituted against any person or body failing to comply with this Act; and (d) enforce an order issued by a building surveyor, if appropriate to do so.	
1	s. 265(3) & (4)	Perform works where there has been failure to comply with an emergency, building or plumbing order, including the power to:(a) enter on the land where the work is to be done with the appropriate equipment; and  (b) exclude other persons from the place where the work is being done; and  (c) if anything is to be altered, determine the form of the alteration so far as it	Upon recommendation from the Permit Authority

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		<p>was not previously specified; and</p> <p>(d) if anything is to be taken down, demolished or removed, determine in what condition the remainder is to be left; and</p> <p>(e) carry away to some convenient place any materials removed; and</p> <p>(f) sell any materials so carried away and deduct the proceeds from the cost of the work.</p>	
2	s. 266	Take proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to s.265.	Upon recommendation from the Permit Authority

### **No. 16 Building Regulations 2016**

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	r. 43(1)	Provide written consent for works proposed pursuant to r.43(1)	Upon recommendation from the Plumbing Permit Authority
2	r. 43(3)	If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary	Upon recommendation from the Plumbing Permit Authority
3	r. 43(5)(a)	Recover costs as a charge under the Local Government Act 1993	Upon recommendation from the Plumbing Permit Authority
4	r. 53	Assessment of land as having a reasonable probability of flooding	

5	r. 78(3)	Recover costs as a charge under the Local Government Act 1993	Upon recommendation from the Permit Authority
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**No. 17 Heavy Vehicle National Law (Tasmania) Act 2013**

No	Statutory Ref	Functions or Power	Conditions or Restrictions
1	s.118(1)(b)	Granting consent for exemption on mass or dimension restriction	
2	s.124(1)(b)	Granting consent for exemption (permit) on mass or dimension restriction	
3	s.145(1)(b)	Granting consent for a class 2 heavy vehicle authorisation	
4	s.156(2)	Asking the Regulator for a longer period to decide whether to grant consent for a mass or dimension authority	
5	s.156(6)	Providing written statement explaining road manager's reasons not to give consent for a mass or dimension authority	
6	s.158	Deal with a request for consent and decide to give or not give consent for a mass or dimension authority	
7	s.159(2)	Notifying the Regulator that route assessment is required by the road manager in deciding whether to give consent and the fee payable	
8	s.160(1)	Specifying road condition(s) to which the granting of consent is	

No	Statutory Ref	Functions or Power	Conditions or Restrictions
		subject	
9	s.160(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	
10	s.161(1)	Specifying travel condition(s) to which the granting of consent is subject	
11	s.161(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions	
12	s.162(2)	Requesting specified vehicle condition(s) be imposed on the mass or dimension authority	
13	s.167(2)(b)	Giving notice to the Regulator of objection to the application of this section [which provides for expedited process for renewal of mass or dimension authority]	
14	s.169	Giving consent to the grant of a mass or dimension authority for a trial period or no more than 3 months	
15	s.170	Provide the Regulator with a written objection to a renewal of a mass or dimension authority	
16	s.174(2)	Asking the Regulator to amend or cancel the mass or dimension authority granted by	



No	Statutory Ref	Functions or Power	Conditions or Restrictions
		Commonwealth Gazette notice due to adverse effect of heavy vehicles	
17	s.176	Provide consent to an amendment of a permit for a mass or dimension authority	
18	s.178(2)	Asking the Regulator amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles	
19	s.645	Decide a review of a reviewable decision under the Act	

### No. 18 Miscellaneous Powers and Functions

No	Function or Power
1	To call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment of materials.
2	To approve the taking over by the Council of engineering works involved in the development of a subdivision subject to certification by the Council's Engineer that all the items, including maintenance, have been satisfactorily completed and "as constructed" drawings have been received.
3	To institute, defend, abandon, settle or compromise any proceedings before any tribunal for the recovery of debts due to the Council or for breaches of any By-laws or statutes affecting the Council, or to protect, recover or secure recompense for damage to or loss of any property of the Council.
4	To authorise and to institute proceedings for non-compliance with any order or notice lawfully made or given by or on behalf of the Council, and where such order or notice is not complied with, to authorise the carrying out of the necessary work where the Council has the power to do so.
5	To issue or publish or cause to be issued or published statements of fact relating to Council's activities or policies.
6	To seek legal advice and to complete affidavits on behalf of Council in accordance with Council policies.
7	To sign all contracts, leases and agreements on behalf of Council in accordance with Council policies.

8	To authorise the affixing of the Common Seal to any document, including final plans of survey complying with all relevant statutes.
9	To negotiate and approve leases of Council property where the annual rental is less than \$20 000 exclusive of GST.
10	The authority to agree or object to the sale or lease by the Department of Primary Industry, Parks, Water and the Environment of Crown Land including the unmade portion of road reservations on the advice of Council's Director Infrastructure Services and Director Community & Development Services and on condition that: <ul style="list-style-type: none"> <li>• The proposed sale or lease of a road reservation will not deny a fee simple frontage to a road to any land title.</li> <li>• The portion of the road reservation being purchased is to be adhered to the adjoining title of the purchaser.</li> <li>• Any land purchased that is a sub-minimum lot under Council's Planning Scheme is to be adhered to the adjoining title of the purchaser.</li> </ul>
11	To control and supervise all contracts and to approve expenditure authorised thereunder in the relevant budget, including contingency provisions.
12	To approve the location of telephone cabinets, power sub-stations, bus shelters, seats, street furniture and other services installed or constructed by other public authorities or service organisations and to order the relocation or removal thereof in connection with approved works.
13	To authorise the carrying out by Council of private works for other parties.
14	To authorise the installation or any alteration to street lights in keeping with Council's budget estimates.
15	To authorise the joining in or the contribution by the Council, to the erection or repair of any fence between land of the Council and adjoining land in accordance with the Boundary Fences Act 1908 and in keeping with the Council budget estimates.
16	To determine the use of public roads for walk-a thons, charitable collections or other like events.
17	To authorise the closure of roads or parts thereof temporarily for repairs or construction.
18	To authorise the total or partial release of bonds, guarantees and security deposits where the relevant Manager has certified that the work or thing which the bond, guarantee or security deposit relates has been satisfied in whole or in part and to call on any bonds, guarantees or security deposits where the work secured has not been carried out in accordance with Council requirements.
19	To authorise the use of Council's plant and equipment in emergencies at the request of the State Emergency Services, Tasmania Police or the State Fire Authority.
20	To make payments and donations in keeping with Council policy.
21	To approve or disapprove, upon written application, requests to consume intoxicating liquor on Council reserves or premises.

22	To lend materials from Council stores stock in emergency circumstances as determined by the General Manager subject to the provision of a written acknowledgement of receipt of an undertaking to replace within a set time.
23	Subject to the provision of any Act to permit or refuse to permit the disposal of waste or rubbish at a Council tip, refuse disposal site or waste transfer station.
24	To approve conditionally or otherwise all temporary signs and hoardings.
25	Authority to appoint "Authorised Officers" or "Council Officers" where such are required to be appointed under the Local Government Act 1993 or any other Act and to issue "Certificates of Authority" to those officers where required.

**DELEGATION TO GENERAL MANAGER**

(Section 6 of the Land Use Planning Approvals Act 1993)

**TABLE OF POWERS AND FUNCTIONS DELEGATED**

**No. 19. Land Use Planning and Approvals Act**

<b>No</b>	<b>Statutory Ref</b>	<b>Functions or Power</b>	<b>Conditions or Restrictions</b>
	Part 3	Planning Schemes	
1	Part 3 Generally	<p>As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment:</p> <p>i) authority to give such advice, consultation, referral or notification as required under this Part;</p> <p>ii) authority to initiate public notification of a draft scheme or draft amendment;</p> <p>iii) authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period;</p> <p>iv) authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation,</p>	

		<p>make procedural changes or to bring the planning scheme into conformity with a mandatory planning instruction;</p> <p>v) represent the Council and to give evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission.</p>	
2	<p>Part 3A Generally</p> <p>Local Provisions Schedule</p>	<p>In accordance with a decision of the planning authority (or a requirement of the Minister) to:</p> <ul style="list-style-type: none"> <li>f. prepare a draft LPS under s35;</li> <li>g. indicate its views and opinions in relation to each representation received on a draft LPS;</li> <li>h. indicate its satisfaction that a draft LPS meets the criteria in s34;</li> <li>i. make recommendations in relation to how a draft LPS should be determined in accordance with s35F; and</li> <li>j. conduct and respond on a review of the LPS</li> </ul>	
3	<p>Part 3B Generally</p> <p>Amendment of Local Provisions Schedule</p>	<p>In accordance with a decision of the planning authority in relation to:</p> <ul style="list-style-type: none"> <li>f. preparation of a draft amendment to the LPS under s38 or 40D;</li> <li>g. preparation of a draft amendment under s38 and a draft permit under s40Y; and</li> <li>h. its views and opinions in relation to each representation received on</li> </ul>	

		<p>a draft LPS and on any draft permit;</p> <p>i. its satisfaction that the draft LPS meets the criteria in s34; and</p> <p>j. recommendations in relation to how the draft LPS should be determined in accordance with s35F;</p>	
	Part 4	Enforcement of Planning Control	
3	Part 4 Generally	<p>Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council's obligations as a planning authority to observe and enforce compliance of a planning scheme; including –</p> <p>i) to give such advice, consultation, referral or notification as required under this Part;</p> <p>ii) to represent the Council and to give evidence before the Resource Management and Planning Appeal Tribunal in respect of any appeal against a decision on a planning permit;</p> <p>iii) to initiate legal proceedings for any use of land, development or act if:-</p> <ul style="list-style-type: none"> <li>- contrary to a State Policy, planning scheme or special planning scheme;</li> <li>- an obstruction of a planning scheme or special planning scheme;</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>- a breach of a condition or restriction of a planning permit.</li> </ul>	
4	s. 35C	Notice of exhibition of Draft LPS	
5	s. 35G	Planning Authority may notify Minister as to whether amendment of SPPPs is required	
6	s. 35M	Notice of approval of Local Provisions Schedules	
7	s. 40G	Amendment of LPS – Notice of Exhibition	
8	s. 40U	Combined permit and amendment Process – Additional Information	

7	s. 43(6)	Notify persons of amendment to permit	
8	s. 43(7)	Notify EPA of amendment to permit	
9	s. 43(9)	Notify Commission of amendment to permit	
10	s. 43(10)	Notify Heritage Council of amendment to permit	
11	s. 48A	Notice to remove signs	
12	s. 51	Permits	For permitted uses – upon recommendation from Planning Officer
12	s. 53(5A)	Granting period to substantially commence	
13	s. 54	Additional information	
14	S. 55	Corrections of mistakes in planning permit	Upon recommendation from the Planning Officer. Inclusive of Council decisions where the permit amendment does not alter the intent or nature of Council's decision.
15	S. 56	Minor amendments to permits	Upon recommendation from the Planning Officer. Inclusive of Council decisions where the permit amendment does not alter the intent or nature of Council's decision.
16	S. 57(2)	Application for discretionary permit. To refuse a permit.	Only where such application cannot lawfully be approved.
17	s. 57(3)	Notify application for discretionary permit	
18	S. 57(5)	Application for discretionary permit. To extend time for receipt of representations.	
19	S. 57(6)	Application for discretionary permit. To grant a permit	Only in cases where <b>no</b> representations have been received objecting to the proposal and upon the recommendation of the Planning Officer or where time for a decision will expire and so create a deemed approval and the applicant has refused an extension of time.
20	S. 57(6A)	Application for discretionary permit. To extend time for making a decision.	Upon agreement in writing with the applicant.

21	S. 57A	Mediation	
22	S. 58	Approval of application for other permits (permitted) including extension of time.	Upon recommendation from the Planning Officer.
23	S. 59(3)	Deemed approval hearing. To negotiate, compromise, agree etc. During a hearing on a deemed approval.	
24	s. 59(7)	Determine an application for a permit if the statutory time has elapsed	Upon recommendation from the Planning Officer.
25	s. 60P (4)	Provide information if requested by Tasmanian Planning Commission	
26	s. 60Q(5)	Notification and exhibition of project	
27	s. 60ZD	Issue of planning compliance certificates	
28	s. 60ZE(3)	Grant and extension of planning compliance certificate	
29	s. 60ZF	Cancellation of planning compliance certificates	
30	S. 61	Planning appeals To negotiate, compromise, agree etc. During the hearing of an appeal.	
31	S. 64	Commencement and conduct of civil enforcement proceedings	Council is to be advised in next briefing report.
32	S. 65	Appeal to the Supreme Court in respect to a decision of the Appeals Tribunal under section 64.	Only if the matter is unable to be brought before Council within the time required for lodgement of an appeal and on the advice of the Planning Officer. Council is to be advised at the next ordinary meeting.
33	S. 67	Notice of withdrawal of modification of planning scheme.	
34	S. 71	Planning authority may enter into agreements.	Upon recommendation from the Planning Officer.
35	S. 73	Security for payment.	Bonds and Guarantees To authorise the partial or total release of bonds, guarantees and security deposits held pursuant to section 71 of the Act upon certification from the relevant manager and in the case of engineering works certification from Council's

			<p>Engineer that the work or things to which the bond, guarantee or security deposit relates has been to the Council requirements satisfied in whole or in part.</p> <p>To call on any bonds, guarantees or security deposits to carry out work that has not been completed to the Council requirements upon the certification of the Council's Engineer.</p>
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***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.***



**193/2018 SUBMISSION TO SENATE COMMUNITY AFFAIRS REFERENCES COMMITTEE (ACCESSIBILITY AND QUALITY OF MENTAL HEALTH SERVICES IN RURAL AND REMOTE AUSTRALIA)**

**1) Introduction**

The purpose of this report is for Council to endorse the submission made to Senate Community Affairs References Committee (Accessibility and Quality of Mental Health Services in Rural and Remote Australia)

**2) Recommendation**

***It is recommended that Council endorse the submission made to Senate Community Affairs References Committee (Accessibility and Quality of Mental Health Services in Rural and Remote Australia).***

**DECISION:**

Cr White moved and Cr Kelly seconded ***“that Council endorse the submission made to Senate Community Affairs References Committee (Accessibility and Quality of Mental Health Services in Rural and Remote Australia).”***

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.***

## **194/2018 2018-2019 ANNUAL PLAN – QUARTERLY REVIEW – SEPTEMBER 2018**

### **1) Introduction**

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

### **12) Recommendation**

***It is recommended that Council receive and note the Annual Plan review for the September 2018 quarter as attached.***

## **DECISION:**

Cr Mackenzie moved and Cr White seconded ***“that Council receive and note the Annual Plan review for the September 2018 quarter as attached.***

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.***

# Meander Valley Council

Annual Plan 2018-2019



Meander Valley Council  
WORKING TOGETHER



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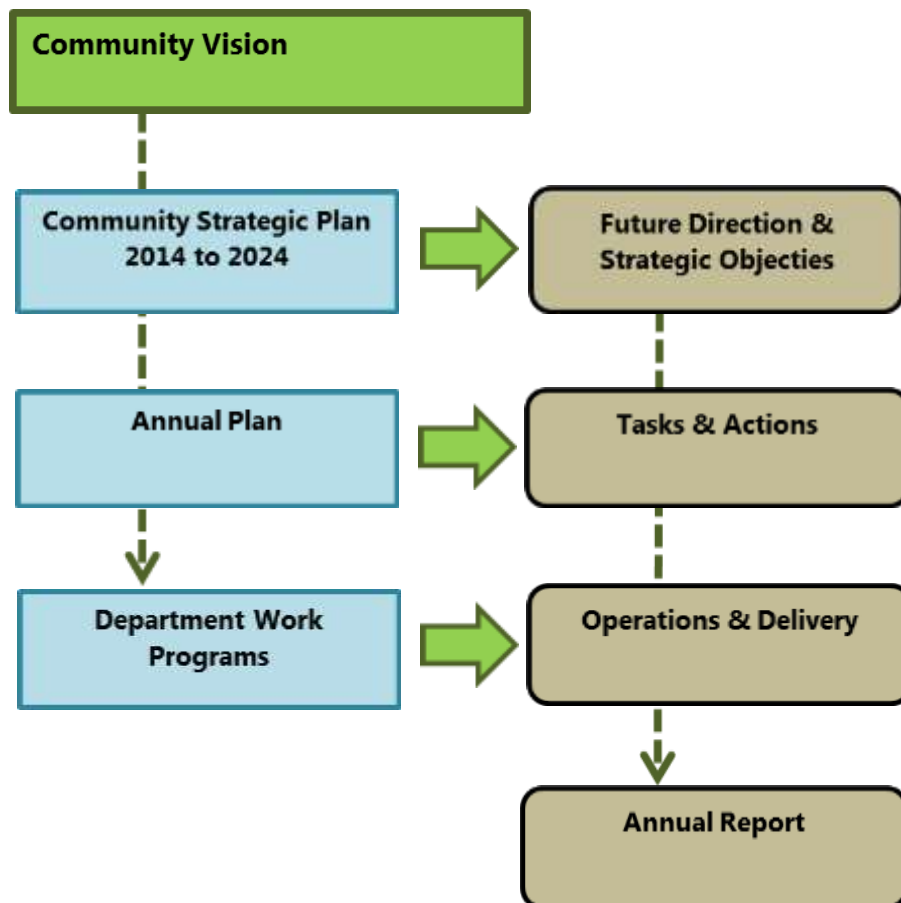
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**ANNUAL PLAN OVERVIEW**

The Annual Plan outlines the programs and services Council intends to deliver throughout the financial year. Preparation of the Annual Plan is informed by the strategic objectives of the Meander Valley Community Strategic Plan 2014 to 2024, the activities required to undertake the day-to-day operations and the management of regulatory responsibilities.

**Link to Community Strategic Plan 2014 to 2024**

The Community Strategic Plan 2014 to 2024 outlines the vision of the community. Council works to implement the vision through six future direction statements that are aligned with key strategic outcomes. These strategic outcomes guide the development of projects and programs. The diagram below depicts the current strategic planning framework of Meander Valley Council:



The coming year will see Council deliver the following projects –

- Upgrade of the Westbury Recreation Ground Change Rooms
- Implementation of Waste Management Strategy Action Plan
- Local Provision Schedules for inclusion in the new Tasmanian Planning Scheme
- Development of Stormwater System Management Plans
- Upgrade of Railton Road
- Construction of new netball courts in Deloraine

**An extensive Capital Works Program, valued at \$8.2 million, will be delivered. The value of the works approved is in line with the projections in the Long Term Financial Plan, with \$2.3 million of this figure being allocated to building new and upgraded infrastructure.**

**BUDGET ESTIMATES**

	<b>2018-2019</b>	<b>2017-2018</b>
<b>Revenue:</b>		
Rate Revenue	12,465,800	11,890,600
Fees and User Charges	1,228,300	1,126,500
Contributions and Donations	46,500	120,000
Interest	785,400	751,000
Grants and Subsidies	4,602,400	4,638,000
Other Revenue	736,500	1,023,300
<b>Total Operating Revenue:</b>	<b>19,864,900</b>	<b>19,549,400</b>
<b>Operating Expenditure:</b>		
Employee Costs	6,658,000	6,434,300
Maintenance and Working Expenses	6,410,700	6,482,200
Borrowing Costs	236,500	241,300
Depreciation	5,135,500	5,052,000
Payments to Government Authorities	1,192,000	1,136,200
Other Payments	274,700	250,200
<b>Total Operating Expenditure:</b>	<b>19,907,400</b>	<b>19,596,200</b>
<b>Underlying Surplus/(Deficit)</b>	<b>204,400</b>	<b>83,400</b>
<b>Net Operating Surplus/(Deficit)including capital and abnormal items</b>	<b>2,862,100</b>	<b>4,117,900</b>
<b>Capital Expenditure</b>	<b>13,753,100</b>	<b>13,517,700</b>
<b>Repayment of Loans:</b>		
<b>Asset Sales:</b>	<b>216,000</b>	<b>0</b>
<b>Closing Cash Balance:</b>	<b>15,899,100</b>	<b>11,904,100</b>
<b>Net assets:</b>	<b>290,532,357</b>	<b>287,670,257</b>

## RATES AND CHARGES

The following rates and charges will apply for 2018-2019:

<b>General rate:</b>	All rateable properties are applied a General Rate of 5.906 cents in the \$ of AAV with a minimum charge of \$135.
<b>Waste Management:</b>	For properties without a kerbside collection service the charge is \$52. For each separate service where kerbside garbage and/or green-waste and recycling collection is provided the charge is \$180 for the standard collection of one 80L mobile garbage bin and one mobile recycling bin or \$206 for the extra capacity collection of one 140L mobile garbage bin and one mobile recycling bin or \$360 for one 240L mobile garbage and one mobile recycling bin.
<b>Fire Levies:</b>	<p>All properties within the municipal area are rated based on the income requirements of the State Fire Commission.</p> <p>Properties within the Launceston Permanent Brigade District are applied a rate of 1.3646 cents in the \$ of AAV with a minimum of \$40.</p> <p>Properties within the Volunteer Brigade Districts are applied a rate of 0.3962 cents in the \$ of AAV with a minimum of \$40.</p> <p>All other properties are applied a rate of 0.3649 cents in the \$ of AAV with a minimum of \$40.</p>
<b>Payment Method:</b>	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 2018, 31 October 2018, 31 January 2019 and 29 March 2019.
<b>Penalties for late payment:</b>	Any late payment of rates and charges will be subject to daily interest at a rate equivalent to 8.81% per annum (2.4137c per \$100 per day).

**Council's Rating Policy No 77 is available on the website [www.meander.tas.gov.au](http://www.meander.tas.gov.au)**



## POLICY REVIEW

POLICY FOR REVIEW	28 June Audit Panel	30 Sept. Council	30 Sept. Audit Panel	31 Dec. Council	31 Dec. Audit Panel	31 March Council	31 March Audit Panel	30 June Council
<b>Governance:</b>								
Policy 1: Risk Management								
<b>Corporate Services:</b>								
Policy 68: Writing Off Debts								
<b>Infrastructure Services:</b>	Nil							
<b>Community and Development Services:</b>								
Policy 34: Real Estate Advertising Signs								
Policy 73 Managing Public Appeals								
Policy 89: Mobile Food Vans								
<b>Works:</b>	Nil							

## DOCUMENT REVIEW

<b>OPERATION Document Reviews</b>	<b>By 30 September</b>	<b>By 31 December</b>	<b>By 31 March</b>	<b>By 30 June</b>
<b>Governance:</b>				
Style Manual				
Delegations				
Special Committees of Council				
Public Interest Disclosures				
Economic Development Strategy				
Business Continuity Plan				
Code of Conduct (with 12 months of ordinary election)				
External WH&S Audit				
<b>Corporate Services</b>				
Financial Management Strategy				
<b>Infrastructure Services:</b>				
Code of Tendering and Contracts				

<b>Community and Development Services:</b>				
Meander Valley Community Safety Plan				
Sport & Recreation Action Plan 2012-2015				
<b>Works:</b>	<b>Nil</b>			

## PROGRAM ACTIVITY

### Governance

Directorate	<b>1. Governance</b>	Program number and title	<b>1.1 Secretarial and Administrative support</b>
Program Objective	To undertake functions to ensure compliance with legislative requirements		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (3) - Vibrant and Engaged communities</b>  <i>3.2 Successful local events enhance community life.</i></p> <p><b>Future Direction (5) - Innovative Leadership and Community Governance</b>  <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan</i>  <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i></p>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver Annual Plan Responsible Officer: Executive Assistant	5.1	Prepare quarterly review <b>Achieved</b>	Prepare quarterly review	Prepare quarterly review	Prepare quarterly review. Prepare 2018/19 Annual Plan
2	Prepare Annual Report & Conduct Annual General Meeting (AGM) Responsible Officer: Executive Assistant	5.6	Complete draft for printing <b>In Progress</b>	Complete report and present at AGM. Advertise and conduct AGM		
3	Policy Review & Operations Document Review Responsibility – Executive Assistant Responsible Officer: Executive Assistant	5.1	Review as per schedule <b>Achieved</b>	Review as per schedule	Review as per schedule	Review as per schedule
4	Conduct Australia Day (AD) event Responsibility – Executive Assistant Responsible Officer: Executive Assistance	3.2	Review AD criteria. Call for nominations <b>Achieved</b>	Assess nominations. Plan civic function	Conduct a civic function on AD	

5	Review the Community Strategic Plan 2014 to 2024 Responsible Officer: General Manager			Undertake review	Update	
6	Prepare and implement Induction Program for new Council Responsible Officer: General Manager	5.4	Prepare program <b>Achieved</b>	Implement Program		

### Action performance targets

No.	Performance target
2	AGM held and Annual Report adopted by Council
4	AD Event Conducted
5	Community Strategic Plan reviewed and updated if required

Directorate	<b>1. Governance</b>	Program number and title	<b>1.2 Risk Management</b>
Program Objective	Minimise risk to our people and the public		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5) - Innovative leadership and community governance</b> <i>5.4 Meander Valley Councilors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Implement Risk Management Framework Responsible Officer: General Manager	5.6	Review the framework <b>Achieved</b>	Action the framework	Action the framework	Action the framework
2	Implement the Internal Audit Program Responsible Officer: Risk & Safety Officer	5.4	Review of Audit outcomes <b>Achieved</b>		Review of Audit outcomes	

#### Action performance targets

No.	Performance target
1	Review Completed and Update endorsed by Audit Panel
2	Audit Recommendations implemented

Directorate	<b>1. Governance</b>	Program number and title	<b>1.3 Employee Health and Safety Management</b>
Program Objective	To provide a safe place of work for our people and to measure and monitor our employer obligations.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5)- Innovative leadership and community governance</b> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Health and Safety Committee Responsible Officer: Health & Safety Officer	5.6	Conduct quarterly meeting <b>Achieved</b>	Conduct quarterly meeting	Conduct quarterly meeting	Conduct quarterly meeting
3	Deliver a Health and Wellbeing Program Responsible Officer: General Manager	5.6	Conduct quarterly meeting and implement programs <b>In Progress</b>	Conduct quarterly meeting and implement programs	Conduct quarterly meeting and implement programs	Conduct quarterly meeting and implement programs
6	Workplace Consultative Committee operation Responsible Officer: General Manager	5.6	Conduct quarterly meeting <b>Achieved</b>	Conduct quarterly meeting	Conduct quarterly meeting	Conduct quarterly meeting

### Action performance targets

No.	Performance target
1	Conduct meetings
2	N/A
3	Respond to suggestions with 14 days of meetings

Directorate	<b>1. Governance</b>	Program number and title	<b>1.4 Other Governance Functions</b>
Program Objective	To provide good governance		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future direction (2) - A thriving local economy</b></p> <p><i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment.</i></p> <p><i>2.2 Economic development in Meander Valley is planned, maximising existing assets and investment in infrastructure</i></p> <p><i>2.3 People are attracted to live in the townships, rural and urban areas of Meander Valley.</i></p> <p><b>Future Direction (5) - Innovative leadership and community governance</b></p> <p>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Participation in Northern Tasmania Development Corporation Ltd (NTDC) Responsible Officer: General Manager	2.1	Attend NTDC Local Government Committee Meeting <b>Achieved</b>	Attend NTDC Local Government Committee Meeting	Attend NTDC Local Government Committee Meeting	Attend NTDC Local Government Committee Meeting
2	Participate in Resource Sharing Implementation project with other Councils in the northern region Responsible Officer: General Manager	5.6		Prepare Implementation Plan		Prepare Project Plans
3	Promote investment in Meander Valley to support the growth of identified industry sectors Responsible Officer: General Manager	2.2	Identify opportunities and report on progress <b>Achieved</b>	Identify opportunities and report on progress	Identify opportunities and report on progress	Identify opportunities and report on progress
4	Continue to implement actions contained in the Communication Action Plan Responsible Officer: Communications Officer	2.3	Review progress and reset priorities <b>Achieved</b>	Report on progress via the Briefing Reports	Report on progress via the Briefing Reports	Report on progress via the Briefing Reports

#### Action performance targets

No.	Performance target
2	Complete Review and implement changes
4	Report on new development opportunities where commercial in confidence arrangements allow
5	Complete work plan for 2018 – 2019 FY.



## 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		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5) - Innovative leadership and community governance</b> <i>5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Raise Rates and Sundry Debtor accounts Responsible Officer: Director Corporate Services	5.2	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target
2	Fresh Municipal Valuation	5.2			Commence preliminary valuation data analysis	Property valuation database updated
3	Complete State Authority returns Responsible Officer: Rates Officer	5.6	Initial State Fire and Treasury pensioner claims and Annual State Fire Levy data return <b>Achieved</b>			Final State Fire and Treasury pensioner claims
4	Issue Section 132 certificates (Property Rates) Responsible Officer: Rates Officer	5.6	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target
5	Arrange annual insurance renewals Responsible Officer: Finance Officer & Director Corporate Services	5.6		Crime Insurance (Fidelity Guarantee renewal)	Directors and Officers and Employment Practices renewal	Annual renewals as per schedule incl. Public Liability and PI, ISR, Workers Comp. and MV

6	Reconciliation of Control Accounts Responsible Officer: Senior Accountant	5.2	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target
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**Action performance targets**

No.	Performance target
1	<ul style="list-style-type: none"> <li>▪ Issue Rates notices before 31st August 2018</li> <li>▪ Issue Sundry Debtor notices within 10 working days of receipt of request</li> </ul>
4	<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>

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		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (5) - Innovative leadership and community governance</b></p> <p><i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan.</i></p> <p><i>5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley</i></p> <p><i>5.3 Evidence based decision-making engages the community and is honest, open and transparent.</i></p> <p><i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and present the Long Term Financial Plan (LTFP) to Council Responsible Officer: Senior Accountant	5.2				Review and present the LTFP to Council
2	Coordinate the development and adoption of Budget and Rating recommendations with statutory timeframes Responsible Officer: Director Corporate Services	5.2			Determine budget update program	Present budget, fees and charges to Council in June
3	Annual external reporting Responsible Officer: Senior Accountant	5.6	Produce Statutory Accounts and complete KPI consolidated data sheets <b>Achieved</b>			Prepare end of year timetable for Statutory Accounts and Audit
4	Issue BAS, FBT and Payroll Tax returns within legislative timeframes Responsible Officer: Senior Accountant	5.6	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	Submit BAS and Payroll Tax returns on time
5	Provide internal financial management reports on a timely basis for decision making Responsible Officer: Senior Accountant	5.3	Achieve activity performance target <b>Achieved</b>	Achieve activity performance target	Achieve activity performance target	Achieve activity performance target

6	Monitor Council's short-term expenditure commitments and invest funds in accordance with Council's Investment policy Responsible Officer: Senior Accountant	5.2	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	Review cash flow weekly to determine funds for investment
7	Co-ordinate functions of the Audit Panel Responsible Officer: Director Corporate Services	5.6	Conduct meeting as per Audit Schedule <b>Achieved</b>	Conduct meeting as per Audit Schedule	Conduct meeting as per Audit Schedule	Conduct meeting as per Audit Schedule

### 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 2018, Jan 2019 and April 2019 respectively</li> </ul>

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		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5)- Innovative leadership and community governance</b> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance and upgrade of IT infrastructure Responsible Officer: IT Officer	5.6	Commence rolling replacement of PC's <b>Achieved</b>	Complete rolling replacement of PC's.		
2	Implement Windows 10 Software to users Responsible Officer: IT Officer	5.6	Complete staged rollout of Windows 10 to all users <b>Achieved</b>			

### Action performance targets

N/A

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		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5) Innovative leadership and community governance</b> <i>5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance of Council's cemetery records in accordance with the Cemeteries Act Responsible Officers: Customer Service Officer & Information Management Officer	5.6	Maintain records in accordance with legislation <b>Achieved</b>	Maintain records in accordance with legislation	Maintain records in accordance with legislation	Maintain records in accordance with legislation
2	Annual Archive Disposal Responsible Officer: Information Management Officer	5.6	Arrange for removal of documents due for disposal <b>Achieved</b>			List documents due for disposal

### Action performance targets

N/A

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		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (5)- Innovative leadership and community governance</b> <i>5.4 Meander Valley Councillors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</i> <i>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review 2016 Enterprise Agreement Responsible Officer: HR/Payroll Officer	5.6	Review increases and apply across new scale and allowances. <b>Achieved</b>			Review CPI percentage determine increase
2	Coordinate training needs via Learning Management system Responsible Officer: HR/Payroll Officer	5.4	Report to Directors on quarterly training to be delivered  <b>Achieved</b>	Update training plan following Performance Reviews. Report to Directors on quarterly training to be delivered	Report to Directors on quarterly training to be delivered	Report to Directors on quarterly training to be delivered
3	Performance Review System Responsible Officers: HR/Payroll Officer & Directors	5.4	Ensure all employee performance reviews have been completed <b>Achieved</b>	Ensure all inside employee salary reviews have been completed	Ensure all mini performance reviews and all outside employee wage reviews have been completed	Review the current year's performance reviews and recommend any changes required

4	Provide administrative support to the Workplace Consultative Committee in negotiating a new Workplace Agreement	5.4		Commence new Workplace Agreement bargaining process	Continue Workplace Agreement bargaining process	Finalise new Workplace Agreement
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**Action performance targets**

**N/A**



Directorate	<b>2. Corporate Services</b>	Program number and title	<b>2.6 Great Western Tiers Visitor Information Centre</b>
Program Objective	Effectively manage and maintain Council's Visitor Information Centre		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (2) - A thriving local economy</b> <i>2.4 A high level of recognition and demand for Great Western Tiers products and experiences.</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Report on Visitation statistics and sales revenue Responsible Officer: Director Corporate Services	2.4	Advise information in the Briefing Report <b>Achieved</b>	Advise information in the Briefing Report	Advise information in the Briefing Report	Advise information in the Briefing Report

#### Action performance targets

N/A

## 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		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (4) - A healthy and safe community</b> <i>4.4 Prepare and maintain emergency management plans and documents and work with our communities to educate and plan for emergencies.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate the Municipal Emergency Management and Recovery Committee (MEMRC) Responsible Officer: Director Infrastructure	4.4	Chair quarterly meeting <b>Achieved</b>	Chair quarterly meeting	Chair quarterly meeting	Chair quarterly meeting
2	Support the operation of the Meander Valley SES unit through ongoing management of the MOU Responsible Officer: Director Infrastructure	4.4	Report to Council in Annual Plan Review <b>Achieved</b>			
3	Conduct emergency management training exercise facilitated by Red Cross Responsible Officer: Administration Officer Infrastructure Services	4.4		Conduct training		
4	Produce a Meander Valley Municipal Emergency Control Centre Plan (MECC) Responsible Officer: Administration Officer Infrastructure Services	4.4				Complete by 30 June

### Action performance targets

No.	Performance target
1	Meetings held
2	Obtain activities report from Deloraine SES and provide information to Council on a 12 monthly basis in Briefing Reports

3	Complete exercise training for MVC officers
4	Prepare Plan and submit to SES

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.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver the bridge inspection and maintenance program Responsible Officer: Senior Technical Officer	6.1, 6.3		Contractor engaged for maintenance works	Prepare maintenance budget items for 2019-2020	Maintenance works completed
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018/2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1, 6.3	Report to program in Annual Plan Review <b>In Progress</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review
3	Undertake footpath proactive defect inspections Responsible Officers: Director Works & Asset Management Coordinator	6.1			Undertake required inspections	Undertake required inspections

### Action performance targets

No.	Performance target
1	Quarterly tasks achieved. Contractor performance assessed
2	Completion of projects in line with project plan requirements
3	Meet timeframes set out by Conquest

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.		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (6) - Planned infrastructure services</b></p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p> <p><i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i></p> <p><i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Operate Deloraine Swimming Pool and provide support to community swimming pool at Caveside Responsible Officer: Property Management Officer	6.4, 6.6	Tender new contract  <b>Achieved</b>	Award contract and undertake pre-opening inspection and required maintenance. Open pool 1 December	Operate pool to 1 March	
2	Co-ordinate building maintenance – general, reactive and programed Responsible Officer: Property Management Officer	6.1	Undertake required maintenance  <b>Achieved</b>	Undertake required maintenance	Undertake required maintenance	Undertake required maintenance
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Property Management Officer		Report to program  <b>Achieved</b>	Report to program	Report to program	Report to program

**Action performance targets**

No.	Performance target
1	Issue request for tender and award contract.
2	Meet timeframes set out by Conquest
3	Completion of projects in line with project plan requirements

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.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake inspections and condition assessments of all equipment and facilities Responsible Officer: Director Works & Project Manager Infrastructure	6.1, 6.6		Undertake required inspections	Undertake required inspections	Undertake required inspections
2	Complete the Strategic Plan for Council's Play Space areas for Hadspen and Prospect Vale Responsible Officer: Project Manager Infrastructure	6.6	Community consultation <b>Deferred</b>	Review draft strategy	Report to Council. Prepare budget items for 2019-2020	
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review <b>Achieved</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review
4	Provide support to the Townscape Reserves and Parks Special Committee (TRAP) Responsible Officer: Project Manager Infrastructure	6.6	Conduct meeting and report on outcomes <b>Deferred</b>	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes
5	Commence the Strategic Plan for Council's Bike Network and Recreational Cycling Responsible Officer: Project Manager Infrastructure	6.6		Issue Request for Expressions of Interest	Prepare budget items for 2019-2020	Report to Council

### Action performance targets

No.	Performance target
1	Meet timeframes set out by Conquest. Annual comprehensive inspection completed by December 31
2	Present Strategy to Council Workshop by December 31; Council approval for strategy by 31 March
3	Completion of projects in line with project plan requirements
4	Bimonthly meetings
5	Issue request for quotation, report to Council in Briefing Report and prepare information to Council for 2019-2020 budget considerations



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.		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (6) - Planned infrastructure services</b></p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p> <p><i>6.3 The Meander Valley transport network meets the present and future needs of the community and business.</i></p> <p><i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate Asset Management Group and Strategic Asset Management Plan Improvement Plans - Review Asset Management Plans Responsible Officer: Asset Management Coordinator	6.1, 6.6	Chair meeting and action improvement program <b>In Progress</b>	Chair meeting and action improvement program	Chair meeting and action improvement program	Chair meeting and action improvement program
2	Prepare 2019-2020 Capital Works Program Responsible Officer: Asset Management Coordinator	6.1, 6.3, 6.6		Update Proposed Projects list	Prioritise and undertake further design and cost estimation	Annual program prepared for approval by Council
3	Update asset information including - capitalisation of assets in Conquest - undertake road revaluation Responsible Officer: Asset Management Coordinator	6.1	Capitalisation of assets and recording in Conquest and GIS <b>In Progress</b>	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS
4	Undertake road condition assessments and road revaluation. Responsible Officer: Asset Management Coordinator	6.1		Complete conditions assessments		Prepare revaluation for Audit Office

**Action performance targets**

No.	Performance target
1	Meetings held
2	To prepare annual Capital Works Program for approval at May Council meeting
3	Capitalisation of assets prior to finalisation of 2018-2019 Statutory Reporting.
4	Engage Moloney Asset Management Systems to undertake road condition assessment. Completion of road revaluation for submission to TAO in 2019-2020.

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		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

1	Provision of kerbside collection contracts to existing urban areas for waste, recyclables and organics Responsible Officer: Senior Technical Officer	6.6	Manage Contract  <b>Achieved</b>	Manage Contract	Manage Contract	Manage Contract
2	Provision of landfill, waste transfer stations and resource recovery operations contract Responsible Officer – Senior Technical Officer	6.6	Manage Contract  <b>Achieved</b>	Manage Contract	Manage Contract. Implement contract extension or issue new tender for services.	Manage Contract
3	Provision of hard waste collection Responsible Officer: Senior Technical Officer	6.6		Undertake collection	Report to Council in Annual Plan Review	
4	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review <b>Achieved</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

5	Operational compliance with Environment Protection Notice for Westbury and Deloraine landfill sites. Responsible Officer: Senior Technical Officer	6.6	Ground and surface water monitoring. Annual Report to EPA <b>Achieved</b>		Ground and surface water monitoring	
6	Procurement of kerbside collection contracts to rural areas for waste and recycling. Responsible Officer: Senior Technical Officer	6.6	Finalise scope of service  <b>In Progress</b>	Tender Contract	Council approval and award Contract	

#### Action performance targets

No.	Performance target
1	Supervise and review contract
2	Supervise and review contract. Existing contract to be extended or retendered and approval of new contract by Council by 31 March
3	Report to Council by March 31 on collection results
4	Completion of projects in line with project plan requirements
5	Complete reporting requirements for EPA in line with license requirements
6	Preparation of scope of services for Council review. Tender and award contract by 31 March for inclusion in 2019-2020 budget.

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. Council through the Urban Drains Act and the Local Government (Highways) Act aims to provide piped stormwater networks in line with current local government standards and major stormwater networks (overland flows and roads) capable of meeting a 1% AEP.</p> <p>Water quality is managed through Water Sensitive Urban Design (WSUD) principles where appropriate.</p>		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (6) - Planned infrastructure services</b>  <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Develop stormwater system management plans in line with legislation Responsible Officer: Senior Technical Officer	6.1				Complete program by 30 June
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review <b>Achieved</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

#### Action performance targets

No.	Performance target
1	Complete all high risk catchments by June 2019
2	Completion of projects in line with project plan requirements

Directorate	<b>3. Infrastructure Services</b>	Program number and title	<b>3.8 Sustainable Development</b>
Program Objective	Develop sustainable practices within our organisation and community through leading, supporting and encouraging staff, contractors and community to use energy, water and non-renewable resources more productively. Promote and support sustainable economic development initiatives.		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (1) - A sustainable natural and built environment</b>  <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley</i>  <i>1.4 Meander Valley is environmentally sustainable.</i></p> <p><b>Future Direction (2) - A thriving local economy</b>  <i>2.2 Economic development in Meander Valley is planned, maximizing existing assets and investment in infrastructure.</i></p> <p><b>Future Direction (6) - Planned infrastructure services</b>  <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i>  <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i></p>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Support activities of the Sustainable Environment Committee Responsible Officer: Sustainable Development Project Manager	1.4	Report on progress via quarterly meeting minutes <b>Achieved</b>	Report on progress via quarterly meeting minutes	Report on progress via quarterly meeting minutes	Report on progress via quarterly meeting minutes
2	Support the progress of the Hadspen Urban Growth Area Responsible Officer: Sustainable Development Project Manager	2.2	Report in Annual Plan Review <b>In Progress</b>	Report in Annual Plan Review	Report in Annual Plan Review	Report in Annual Plan Review
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure Services	6.1	Report to program in Annual Plan Review <b>Achieved</b>	Report to program in Annual Plan Review	Report to program in Annual Plan Review	Report to program in Annual Plan Review

4	Bioenergy Project Responsible Officer:- Sustainable Development Project Manager	2.2	Complete commercial viability report <b>Achieved</b>		Report to Council	
5	Implement Tasmanian Planning Scheme Responsible Officer: Senior Strategic Planner	1.1				Final Planning Scheme to be implemented.
6	Westbury Road Prospect Vale – Activity Centre Plan Responsible Officer: Senior Strategic Planner	6.6	Prepare project plan and engage consultant <b>In Progress</b>	Develop draft plan	Present plan to Council	

#### Action performance targets

No.	Performance target
1	Meetings held
2	Part V agreements established with landowners for infrastructure development
3	Completion of projects in line with project plan requirements
4	Complete business case assessment
5	Complete community consultation and required hearings with the Tasmanian Planning Commission for Scheme implementation by 30 June.

## Community and Development Services

Directorate	<b>4. Community &amp; 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		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (1) - A sustainable natural and built environment.</b> <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i> <i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i> <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Process development applications in accordance with delegated authority Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
2	Process Planning Scheme Amendments Responsible Officer: Director Community & Development Services	1.1, 1.2, 1.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
3	Process Improvement – Design, create & implement planning workflow into Property & Rating		Design Workflow <b>Achieved</b>	Create workflow within Property & Rating and test	Go Live with implemented workflows	

### Action performance targets

No.	Performance target
1	Within Statutory time frames, 100% Conformance
2	Within Statutory time frames, 100% Conformance
3	Process Improvement - Planning Workflows created within Property & Rating to automate processes



Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.2 Building, Plumbing &amp; Permit Authority 2016</b>
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Building Act 2016 and the Tasmanian Building Regulations 2016.		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (1) - A sustainable natural and built environment.</b></p> <p><i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p><i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i></p> <p><i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i></p> <p><i>1.4 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p><b>Future Direction (3) Vibrant and engaged communities.</b></p> <p><i>3.2 Successful local events enhance community life.</i></p> <p><b>Future Direction (4) A healthy and safe community.</b></p> <p><i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p> <p><b>Future direction (5) Innovative leadership and community governance</b></p> <p><i>5.5 Councils in the region collaborate and share resources for the collective good of their communities</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Permit Authority – Issue Permits for Category 4 Building works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
2	Permit Authority – Process Notifiable Building Works (Category 3) Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
3	Permit Authority – Manage outstanding Building Completions and Illegal Works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3				Reduce outstanding completions by 10%

4	Coordinate Major Events applications Responsible Officer: 337 Officers	3.2	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
5	Permit Authority – Issue Permits for Category 4 Plumbing works Responsible Officer: Coordinator Development Services	1.4, 4.3, 5.5	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target
6	Permit Authority – Issue Notifiable Plumbing Works (Category 3) Responsible Officer: Coordinator Development Services	1.4, 4.3, 5.5	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target

#### Action performance targets

No.	Performance target
1	Issue Building Permits within 7 working days from the date all other permits and documents as required by the Building Act, are received by Council.
2	Notifiable Building works processed in a timely manner
3	Outstanding building completions and illegal works reduced by 10%
4	Respond to applications within 7 working days
5	Process plumbing permit applications within 7 days of receipt of all information
6	Process notifiable plumbing works within 21 days of receipt of all information

Directorate	<b>4. Community &amp; 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		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (1) - A sustainable natural and built environment.</b>  <i>1.5 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p><b>Future Direction (4)- A healthy and safe community.</b>  <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i>  <i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Monitor and sample water quality of recreational waters Responsible Officer: Environmental Health Officer	1.5, 4.1	Record Results <b>Achieved</b>	Record Results	Record Results	Record Results
2	Inspect and register food premises annually Responsible Officer: Environmental Health Officer	4.1, 4.3	Issue annual registration for all premises <b>Achieved</b>	Inspections as per Schedule	Inspections as per Schedule	Inspections as per Schedule
3	Co-ordinate immunisation clinics Responsible Officer: Environmental Health Officer	4.1, 4.3		Complete Immunisation Program		

#### Action performance targets

No.	Performance target
1	Respond to non-conformances within 48 hours
2	Conduct inspections as per program
3	Provide school based immunisations as per program

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.4 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.		
Link to Community Strategic Plan 2014 to 2024	<b>Future direction (4) - A healthy and safe community.</b> <i>4.3 Public health and safety standards are regulated, managed and maintained.</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Annual Audit of Dog Registrations Responsible Officer: General Inspector	4.3			Conduct Audit	
2	Fire Abatement Management Responsible Officer: General Inspector	4.3		Issue Notices	Issue Notices	
3	Investigate incidents and complaints regarding animal control Responsible Officer: General Inspector	4.3	Performance Target <b>Achieved</b>	Performance Target	Performance Target	Performance Target

#### Action performance targets

No.	Performance target
1	Audit conducted as scheduled
2	Notices issued as required
3	Investigate all cases and complaints within 10 days

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.5 Natural Resource Management</b>
Program Objective	Facilitate Natural Resource Management for Council and Community		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (1) - A sustainable natural and built environment.</b> <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i> <i>1.4 Meander Valley is environmentally sustainable</i> <i>1.6 Participate and support programs that improve water quality in our waterways.</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and implement NRM strategies Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Review and prioritize Council based activities <b>Achieved</b>	Implement activities	Implement activities	Implement activities
2	Prepare Management Plan for the Town Common Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Scope and collect relevant information <b>In Progress</b>	Prepare draft Plan	Consult re the Draft Plan	Submit Plan to Council for review

#### Action performance targets

No.	Performance target
1	Complete actions within timeframes and within budget
2	Management Plan prepared

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.6 Community Development</b>
Program Objective	Working with the community for the benefit of all		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (3) - Vibrant and engaged communities.</b>  <i>3.1 Creativity and learning are art of daily life across the communities of Meander Valley.</i>  <i>3.2 Successful local events enhance community life.</i>  <i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</i></p> <p><b>Future Direction (4) - A healthy and safe community.</b>  <i>4.1 The health and wellbeing needs of all sectors of the community are planned, met and managed.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Facilitate the operation of Council Community Forums Responsible Officer – Community Development Manager	3.4, 4.1.		Review forums with Council	Conduct Forum and report on progress	Conduct Forum and report on progress
2	Deliver the Community Grants Program Responsible Officer – Community Development Manager	3.1, 3.2, 3.4, 4.1.	Acquit Round 1 and advertise <b>Achieved</b>	Acquit Round 2 and advertise	Acquit Round 3 and advertise	Acquit Final Round and advertise Conduct Grants Information Forum
3	Conduct GWTTA Art Exhibition Responsible Officer – Community Development Manager	3.1, 3.2	Establish event, venue format and procedures <b>Achieved</b>	Promote participation	Conduct exhibition	Review exhibition
4	Conduct a Festival of Small Halls concert Responsible Officer – Community Development Manager	3.1, 3.2,	Establish event venue, format and partnership <b>Achieved</b>	Promote event and sell tickets	Conduct event	Review event outcomes
5	Update the MV Community Safety Plan Responsible Officer – Community Development Manager	3.4, 4.1, 4.3	Assess previous plan <b>Achieved</b>	Draft the revised Plan	Submit Plan to Council for endorsement	

**Action performance targets**

No.	Performance target
1	Meetings held and goals achieved
2	Number and range of grant applications
3	Number of artists participating
4	Audience number and event finances
5	Plan updated

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.7 Services To Young people</b>
Program Objective	To address and support the needs of young people through responsive and participatory approaches		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (3) - Vibrant and engaged communities</b></p> <p>3.1 Creativity and learning are part of daily life across the communities of Meander Valley.</p> <p>3.2 Successful local events enhance community life.</p> <p>3.3 Educations and training opportunities are available to everyone across the local government areas.</p> <p>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</p> <p>3.5 Young people have the opportunity to be engaged in community life.</p> <p><b>Future Direction (4) - A healthy and safe community.</b></p> <p>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</p> <p>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation.</p>		

**Operational detail**

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Conduct School Holiday Program Responsible Officer: Community Officer	3.1, 3.2, 3.3, 3.4, 3.5, 4.1, 4.2	Conduct and report <b>Achieved</b>	Conduct and report	Conduct and report	Conduct and report Evaluate overall outcomes
2	Conduct Stepping Stones Camps Responsible Officer: Community Officer	3.1, 3.3, 3.4, 4.1, 4.2.	Conduct program <b>In Progress</b>	Conduct program	Conduct program	Conduct program and evaluate overall outcomes
3	Conduct 'National Youth Week' Event Responsible Officer: Community Officer	3.1, 3.2, 3.5, 4.1.			Prepare and advertise event	Conduct event
4	Facilitate outdoor recreation programs Responsible Officer: Community Officer	3.1, 3.3, 4.1, 4.2.	Conduct program <b>In Progress</b>	Conduct program	Conduct program	Conduct program



**Action performance targets**

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

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.8 Recreation and Sport Services</b>
Program Objective	To provide current and future recreation and sport programs and facilities		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (1) - A sustainable natural and built environment.</b>  <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p><b>Future Direction (4) - A healthy and safe community.</b>  <i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and massive recreation.</i></p> <p><b>Future direction (5) - Innovative leadership and community governance.</b>  <i>5.3 Evidence based decision making engages the community and is honest, open and transparent.</i></p> <p><b>Future Direction (6) - Planned infrastructure services.</b>  <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Support the operation of the Recreation Co-Ordination Group Responsible Officer: Recreation Coordinator	4.2, 6.4	Conduct meeting <b>Achieved</b>	Conduct meeting	Conduct meeting	Conduct meeting
2	Co-ordinate usage and promotion of Sport and Recreation facilities	4.2, 6.4	Conduct all users meeting <b>Achieved</b>	Liaise with User Groups	Conduct all users meeting	Liaise with User Groups

#### Action performance targets

No.	Performance target
1	Meeting held and goals achieved
2	User meeting held and goals achieved

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.9 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		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future direction (1) - A sustainable natural and built environment.</b>  <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p><b>Future Direction (3) - Vibrant and engaged communities.</b>  <i>3.3 Education and training opportunities are available to everyone across the local government area.</i>  <i>3.5 Young people have the opportunity to be engaged in community life.</i></p> <p><b>Future Direction (4) -A healthy and safe community.</b>  <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i>  <i>4.2 Infrastructure facilities and programs encourage increased participation in all forms of active and passive recreation.</i></p> <p><b>Future direction (6) - Planned infrastructure services.</b>  <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i>  <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review of Sport and Recreation Plan Responsible Officer: Recreation Coordinator	1.1, 4.1, 6.4	Complete review of document <b>In Progress</b>	Report proposed changes	Draft Final Plan	Seek endorsement of Plan
2	Implement promotion and marketing of indoor recreation facilities to current and prospective users Responsible Officer: Recreation Coordinator	3.5, 4.1, 4.2, 6.4.	Promote facilities <b>Achieved</b>	Promote facilities	Promote facilities	Review and assess promotion strategies
3	Develop a Draft Long Term Capital Asset Expenditure Plan for recreation facilities Responsible Officer: Recreation Coordinator	1.1, 4.1, 4.2, 6.1, 6.4	Complete research and design <b>Achieved</b>	Develop Plan	Report on progress	Seek endorsement of Plan

**Action performance targets**

No.	Performance target
1	Review, identify and report proposed changes
2	Promotion implemented
3	Report completed

Directorate	<b>4. Community &amp; Development Services</b>	Program number and title	<b>4.10 Business Engagement</b>
Program Objective	Working with the small business community to increase participation, innovation and partnership		
Link to Community Strategic Plan 2014 to 2024	<p><b>Future Direction (2) – A thriving local economy</b></p> <p><i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment</i></p> <p><i>2.4 A high level of recognition and demand for Great Western Tiers products and experiences</i></p> <p><i>2.5 Current and emerging technology is available to benefit both business and community</i></p> <p><b>Future Direction (3) - Vibrant and engaged communities.</b></p> <p><i>3.2 Successful local events enhance community life</i></p> <p><i>3.3. Education and training opportunities are available to everyone across the local government area</i></p> <p><i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies</i></p>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Establish a Small Business Directory Responsible Officer – Business Engagement Officer	2.4, 3.3	Develop Directory framework and promote <b>Achieved</b>	Report on progress	Report on progress	Report on progress
2	Establish a regular Small Business Bulletin Responsible Officer – Business Engagement Officer	2.1, 2.4, 3.3	Compile and distribute <b>Achieved</b>	Compile and distribute	Compile and distribute	Compile and distribute
3	Develop a 'Chamber of Commerce' strategy for Meander Valley Responsible Officer – Business Engagement Officer	2.1		Report on Strategy direction and stakeholder input	Complete Strategy	
4	Establish a Small Business Resource Register Responsible Officer – Business Engagement Officer	2.4,2.5, 3.3			Establish Register	Promote Register

**Action performance targets**

No.	Performance target
1	Directory established and promoted - listings noted
2	Bulletin established and distributed
3	Strategy established
4	Register established and promoted

## Works

Directorate	<b>5. Works</b>	Program number and title	<b>5.1 Parks, Reserves, Sports Grounds and Cemeteries</b>
Program Objective	To ensure that Councils parks, reserves, cemeteries and sports grounds are suitably maintained to provide a safe, clean and inviting experience to community and sporting organisations.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provide facility maintenance services Responsible Officers: Works Supervisors and Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.1, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System & Conformance with annual budget
2	Conformance with project budget and works program

Directorate	<b>5. Works</b>	Program number and title	<b>5.2 Roads</b>
Program Objective	To construct and maintain a safe and effective road network to meet the needs of road users and the community.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake the maintenance work in accordance with the level of service required. Responsible Officer: Works Supervisors & Works Officers	6.1, 6.3, 6.6	Report to Annual Plan Review <b>Achieved</b>	Report to Annual Plan Review t	Report to Annual Plan Review	Report to Annual Plan Review
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.3, 6.6	Report to Annual Plan Review <b>Achieved</b>	Report to Annual Plan Review	Report to Annual Plan Review	Report to Annual Plan Review

#### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System
1	Conformance with project budget and works program



Directorate	<b>5. Works</b>	Program number and title	<b>5.3 Toilets, Street Cleaning and Litter Collection</b>
Program Objective	To ensure public toilets and streets are maintained in a clean and tidy condition.		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake street/reserve litter collection and street cleaning Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Undertake cleaning of toilets in accordance with the current level of service Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request System
1	Conformance with annual budget

Directorate	<b>5. Works</b>	Program number and title	<b>5.4 Urban Stormwater</b>
Program Objective	To provide and maintain an effective urban storm water drainage system		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6)- Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.5 Stormwater and flooding cause no adverse impacts.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provide storm water maintenance services Responsible Officers: Works Supervisors and Works Officers	6.1, 6.5, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review
2	Plan and deliver capital work projects and provide progress report to Council Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1, 6.6	Report to Annual Plan review <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

#### Action performance targets

No.	Performance target
1	Achieve 95% conformance with Customer Service Request system & conformance with annual budget.
2	Conformance with project budget and works program

Directorate	<b>5. Works</b>	Program number and title	<b>5.5 Plant</b>
Program Objective	To provide plant and equipment that suits Councils activities and is financially sustainable		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

#### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Manage plant to achieve operational objectives Responsible Officers: Works Director and Works Supervisors	6.1, 6.6			Complete major plant annual review	
2	Undertake plant purchases in accordance with 10 year Major Plant Replacement Program and report to Council Responsible Officer: Works Director	6.1, 6.6	Report to Annual Plan review  <b>Achieved</b>	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review

#### Action performance targets

No.	Performance target
1	Major plant hire rates to be competitive with private sector
1	Major plant utilisation reviewed to inform 10 year Plant Replacement Program
2	Conformance with project budget and works program

Directorate	<b>5. Works</b>	Program number and title	<b>5.6 Management</b>
Program Objective	To provide facilities, resources and leadership to support the effective and efficient delivery of services to the community		
Link to Community Strategic Plan 2014 to 2024	<b>Future Direction (6) - Planned infrastructure services</b> <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

### Operational detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Respond to customer enquiries Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1 t	Report to Annual Plan Review <b>Achieved</b>	Report to Annual Plan Review	Report to Annual Plan Review	Report to Annual Plan Review
2	Undertake assessment on Works Depots and and provide report to Council Responsible Officer: Works Director	6.6	Commence assessment <b>Achieved</b>		Finalise report and present to Council	

### Action performance targets

No.	Performance target
1	Provide advice to customer in accordance with Customer Service Charter
1	Achieve 95% conformance with Customer Service Request System
2	Report to Council and finalise future strategy for Depot sites

## **195/2018 NOTICE OF MOTION – TASMANIA’S NEXT ICONIC MULTI-DAY WALK EXPERIENCE – CR RODNEY SYNFIELD**

### **1) Introduction**

The purpose of this report is for Council to consider a Notice of Motion from Cr Synfield.

### **2) Recommendation (Cr Synfield)**

***It is recommended:***

- 1. that Council supports in principle, the making of a submission to the Tasmanian State Government, in respect of the Great Traverse Trail proposal;***
- 2. that Council provide appropriate staff and administrative support and work with Councillors Synfield and Temple, to enable completion of the submission prior to the November 2018 Council meeting;***
- 3. that the completed (draft) submission be brought to the November Council meeting for endorsement and or amendment, prior to lodgement of the submission before the 24th November 2018.***

## **DECISION:**

Cr Synfield moved and Cr Temple seconded ***“that Council:***

- 1. supports in principle, the making of a submission to the Tasmanian State Government, in respect of the Great Traverse Trail proposal;***
- 2. that Council provide appropriate staff and administrative support and work with Councillors Synfield and Temple, to enable completion of the submission prior to the November 2018 Council meeting;***
- 3. that the completed (draft) submission be brought to the November Council meeting for endorsement and or amendment, prior to lodgement of the submission before the 24th November 2018.***

As an amendment Cr White moved and Cr Kelly seconded ***“that***

- 1. Council supports in principle, the making of a submission to the Tasmanian State Government, in respect of the Great Traverse Trail proposal;***
- 2. Council officers investigate and prepare material for a walk that commences on the northern slopes of the Great Western Tiers, one at Western Creek, the other at the Huntsman, south of Meander which join up south of Mt Ironstone then continuing across the Central Plateau, through the Walls of Jerusalem National Park, before reaching its destination at the Fish River car park near Lake Rowallan.***
- 3. Council officers seek input on the proposal from relevant community and tourism groups.***
- 4. the draft submission be completed for discussion at the November Council Workshop and endorsement at the December Council meeting.”***

Cr Kelly left the meeting at 2.51pm

Cr Kelly returned to the meeting at 2.52pm

***The amendment was declared CARRIED with Councillors Connor, Kelly, Perkins, Richardson and White voting for the amendment and Councillors Mackenzie, Synfield and Temple voting against the amendment.***

The meeting adjourned for afternoon tea at 2.55pm

The meeting resumed at 3.17pm

***The amendment became the motion and was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Temple and White voting for the motion and Cr Synfield voting against the motion.***

## **196/2018 NOTICE OF MOTION – MOBILE BREAST SCREENING – MEANDER VALLEY – CR BOB RICHARDSON**

### **1) Introduction**

The purpose of this report is for Council to consider a Notice of Motion from Cr Richardson.

### **2) Recommendation (Cr Richardson)**

*It is recommended that Council correspond with the Tasmanian Health Minister (and Labor and Greens health spokespeople) urging that on future visits to the Meander Valley by the Mobile Breast Screen Unit (MBSU), Westbury, be included as a stopover point.*

## **DECISION:**

Cr Richardson moved and Cr White seconded *“that Council correspond with the Tasmanian Health Minister (and Labor and Greens health spokespeople) urging that on future visits to the Meander Valley by the Mobile Breast Screen Unit (MBSU), Westbury, be included as a stopover point.”*

*The motion was declared **CARRIED** with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.*

As a procedural motion Cr Kelly moved and Cr Mackenzie seconded *“that the item be deferred to a Council workshop for further discussion.”*

*The procedural motion was declared **LOST** with Councillors Connor, Kelly, Mackenzie and Perkins voting for the procedural motion and Councillors Richardson, Synfield, Temple and White voting against the procedural motion.*

Cr Synfield left the meeting at 3.41pm

## **197/2018 NOTICE OF MOTION – MACQUARIE POINT TASWATER PRIORITIES – CR BOB RICHARDSON**

### **1) Introduction**

The purpose of this report is for Council to consider a Notice of Motion from Cr Richardson.

### **12) Recommendation (Cr Richardson)**

***That Council correspond with the Premier (Hon. Will Hodgman) expressing concern that:***

- i. The funding of TasWater infrastructure works seem to have “jumped the queue” in terms of TasWater priorities;***
- ii. Funding of the Macquarie Point works should not be funded from the \$200m Shareholders deal;***
- iii. Hobart City Council being the only long term beneficiary, should be the major financier; and***
- iv. Higher- priority projects, including Bracknell have not received funding***

## **DECISION:**

Cr Richardson moved and Cr Mackenzie seconded ***“that Council correspond with the Premier (Hon. Will Hodgman) expressing concern that:***

- i. the funding of TasWater infrastructure works seem to have “jumped the queue” in terms of TasWater priorities;***
- ii. funding of the Macquarie Point works should not be funded from the \$200m Shareholders deal;***
- iii. Hobart City Council being the only long term beneficiary, should be the major financier; and***
- iv. higher priority projects, including Bracknell have not received funding.”***

***The motion was declared LOST with Councillors Mackenzie, Richardson and Temple voting for the motion and Councillors Connor, Kelly and Perkins voting against the motion.***



## **198/2018 NOTICE OF MOTION – ISSUE OF FIREARMS RETAIL LICENSES – CR BOB RICHARDSON**

### **1) Introduction**

The purpose of this report is for Council to consider a Notice of Motion from Cr Richardson.

### **2) Recommendation (Cr Richardson)**

***That Council correspond with the Tasmanian Minister for Police (and Labor and Greens spokespeople) that, prior to issue of any licence to retail firearms and ammunition, including at Quamby Brook, that the application(s) be subject to widespread community consultation, including, municipal, regional and State communities.***

## **DECISION:**

Cr Richardson moved and Cr Connor seconded ***“that Council correspond with the Tasmanian Minister for Police (and Labor and Greens spokespeople) seeking a review of the Firearms Act 1996 to consider the inclusion within the legislation, a requirement that, prior to issue of any licence to retail firearms and ammunition, including at Quamby Brook, that the application(s) be subject to widespread community consultation, including, municipal, regional and State communities.”***

***The motion was declared CARRIED with Councillors Connor, Richardson, Temple and White voting for the motion and Councillors Kelly, Mackenzie and Perkins voting against the motion.***

## **199/2018 FINANCIAL REPORTS TO 30 SEPTEMBER 2018**

### **1) Introduction**

The purpose of this report is to present Council's financial reports to 30 September 2018.

### **2) Recommendation**

***It is recommended that Council receive the following financial reports for the period ended 30 September 2018:***

- 1. Consolidated operating statement with accompanying operating statements for the key operational areas of Council***
- 2. A detailed list of capital works project expenditure to date***
- 3. A detailed list of capital resealing project expenditure to date***
- 4. A detailed list of capital gravelling project expenditure to date***
- 5. A summary of rates outstanding***
- 6. Cash reconciliation & investments summary***

### **DECISION:**

Cr White moved and Cr Connor seconded ***"that Council receive the following financial reports for the period ended 30 September 2018:***

- 1. Consolidated operating statement with accompanying operating statements for the key operational areas of Council***
- 2. A detailed list of capital works project expenditure to date***
- 3. A detailed list of capital resealing project expenditure to date***
- 4. A detailed list of capital gravelling project expenditure to date***
- 5. A summary of rates outstanding***
- 6. Cash reconciliation & investments summary."***

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Temple and White voting for the motion.***

## **200/2018 AUDIT REPORT - 2018 FINANCIAL YEAR**

### **1) Introduction**

The purpose of this report is for Council to receive the Delegate of the Auditor-General's independent audit report for the 2018 financial report.

### **2) Recommendation**

***It is recommended that Council receive the Delegate of the Auditor-General's independent audit report on the 2018 Financial Report.***

## **DECISION:**

Cr White moved and Cr Kelly seconded ***“that Council receive the Delegate of the Auditor-General's independent audit report on the 2018 Financial Report.”***

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Temple and White voting for the motion.***

## **201/2018 POLICY REVIEW – NO.68 WRITING OFF DEBTS**

### **1) Introduction**

The purpose of this report is for Council to review Policy No.68 – Writing off Debts.

### **2) Recommendation**

***It is recommended that Council confirm the continuation of Policy No. 68 Writing off Debts as follows:***

## **POLICY MANUAL**

**Policy Number: 68**

**Writing Off Debts**

**Purpose:**

To meet the requirements of section 22(2)(ba) of the Local Government Act 1993 by describing the circumstances and procedure for writing off bad debts.

**Department:**

Corporate Services

**Author:**

Malcolm Salter, Jonathan Harmey, Director

**Council Meeting Date:**

10 November 2015 9 October 2018

**Minute Number:**

448/2015

**Next Review Date:**

October 2018 2022

## **POLICY**

### **1. Definitions**

Property Debts - are debts charged against a property

Sundry Debts - are debts that are not charged against a property

Bad Debt - is where difficulty is experienced in recovering a debt and there comes a point where it is inappropriate and overly expensive to pursue recovery further. a debt that is no longer considered recoverable and the debtor will not be pursued further.

## 2. Objective

To improve administrative efficiency by enabling ~~the power to write off bad debt to be delegated to~~ the General Manager or ~~his~~ ~~their~~ delegated officer to write off bad debts.

## 3. Scope

This policy applies to the General Manager or his delegated officer.

## 4. Policy

A Bad Debt, whether Property or Sundry, may be written off by the General Manager or his delegated officer where:

- (a) The debt is equal to or less than \$2,000; and
- (b) A reasonable effort has been made to recover the debt (with the exception of clause 4(c)(iv)); and
- (c) The cost of attempting to recover the debt would exceed the debt owed to Council and there is little likelihood of recovering the debt because:
  - i. The debtor cannot be located; or
  - ii. The debtor is not in a financial position to be able to garnishee their income; or
  - iii. The debtor has no assets that may be recovered in lieu of the debt; or
  - iv. Interest has been accrued on a Property Debt through an administrative error by the Tasmanian Government, property conveyancer or Council officer.

A briefing report for the information of Council shall be provided annually by the General Manager detailing each write off of a bad debt under delegation indicating:

- The value of the debt
- The type of debt
- How long it has been outstanding
- The actions that have been taken to attempt to recover the debt
- The reasons for writing off the debt

Any bad Debts of over \$2,000 will be referred to Council for decision.

## 5. Legislation & Related Council Policies

Local Government Act 1993

## 6. Responsibility

Responsibility for the operation of this policy rests with the **General Manager**  
**Director Corporate Services.**

## DECISION:

Cr Kelly moved and Cr White seconded ***“that It is recommended that Council confirm the continuation of Policy No. 68 Writing off Debts as follows:***

### POLICY MANUAL

**Policy Number: 68**

**Writing Off Debts**

**Purpose:**

To meet the requirements of section 22(2)(ba) of the Local Government Act 1993 by describing the circumstances and procedure for writing off bad debts.

**Department:**

Corporate Services

**Author:**

Jonathan Harmey, Director

**Council Meeting Date:**

9 October 2018

**Minute Number:**

201/2018

**Next Review Date:**

**October 2022**

### POLICY

#### 1. Definitions

Property Debts - are debts charged against a property

Sundry Debts - are debts that are not charged against a property

Bad Debt - a debt that is no longer considered recoverable and the debtor will not be pursued further.

## **2. Objective**

To improve administrative efficiency by enabling the General Manager or their delegated officer to write off bad debts.

## **3. Scope**

This policy applies to the General Manager or his delegated officer.

## **4. Policy**

A Bad Debt, whether Property or Sundry, may be written off by the General Manager or his delegated officer where:

- (a) The debt is equal to or less than \$2,000; and
- (b) A reasonable effort has been made to recover the debt (with the exception of clause 4(c)(iv)); and
- (c) The cost of attempting to recover the debt would exceed the debt owed to Council and there is little likelihood of recovering the debt because:
  - i. The debtor cannot be located; or
  - ii. The debtor is not in a financial position to be able to garnishee their income; or
  - iii. The debtor has no assets that may be recovered in lieu of the debt; or
  - iv. Interest has been accrued on a Property Debt through an administrative error by the Tasmanian Government, property conveyancer or Council officer.

A briefing report for the information of Council shall be provided annually by the General Manager detailing each write off of a bad debt under delegation indicating:

- The value of the debt
- The type of debt
- How long it has been outstanding
- The actions that have been taken to attempt to recover the debt
- The reasons for writing off the debt

Any bad Debts of over \$2,000 will be referred to Council for decision.

## **5. Legislation & Related Council Policies**

Local Government Act 1993

## **6. Responsibility**

Responsibility for the operation of this policy rests with the Director Corporate Services.

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Temple and White voting for the motion.***



## **202/2018 REQUEST FOR REMISSION OF THE 2018-19 RATES AND CHARGES ON 152 AND 154 BLACKSTONE ROAD, BLACKSTONE HEIGHTS**

### **1) Introduction**

The purpose of this report is for Council to consider a request from the owner of 152 and 154 Blackstone Road, Blackstone Heights for a remission of the 2018-19 rates and charges levied on the two properties that continue to be affected by landslip.

### **2) Recommendation**

***It is recommended that Council grants a rate remission for the General Rate (subject to applying the Minimum Amount of \$135) and Waste Management charge for 2018-19 under Section 129 of the Local Government Act 1993 to the following properties:***

- ***Unit 1/152 Blackstone Road, Blackstone Heights***
- ***Unit 2/152 Blackstone Road, Blackstone Heights***
- ***154 Blackstone Road, Blackstone Heights***

## **DECISION:**

Cr White moved and Cr Kelly seconded ***“that Council grants a rate remission for the General Rate (subject to applying the Minimum Amount of \$135) and Waste Management charge for 2018-19 under Section 129 of the Local Government Act 1993 to the following properties:***

- ***Unit 1/152 Blackstone Road, Blackstone Heights***
- ***Unit 2/152 Blackstone Road, Blackstone Heights***
- ***154 Blackstone Road, Blackstone Heights***

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Richardson, Temple and White voting for the motion.***

## **203/2018 DIVESTMENT OF COUNCIL PROPERTIES**

### **1) Introduction**

The purpose of this report is for Council to consider the divestment of the following Council properties at 6-8 Emu Bay Road, Deloraine (CT:162910/1); 333 Westbury Road, Prospect Vale (CT:143357/1); and 35 William Street, Westbury (CT:219994/1).

### **2) Recommendation**

***It is recommended that Council proceed with divestment under Section 177 of the Local Government Act 1993 and approve the General Manager to enter into contracts of sale for the following properties:***

- 1) 6-8 Emu Bay Road, Deloraine (CT:162910/1)***
- 2) 333 Westbury Road, Prospect Vale (CT:143357/1)***
- 3) 35 William Street, Westbury (CT:219994/1)***

## **DECISION**

Cr Connor moved and Cr Kelly seconded ***“that Council proceed with divestment under Section 177 of the Local Government Act 1993 and approve the General Manager to enter into contracts of sale for the following properties:***

- 1) 6-8 Emu Bay Road, Deloraine (CT:162910/1)***
- 2) 333 Westbury Road, Prospect Vale (CT:143357/1)***
- 3) 35 William Street, Westbury (CT:219994/1).”***

***The motion was declared LOST (ABSOLUTE MAJORITY NOT ACHIEVED) with Councillors Connor, Kelly, Perkins and White voting for the motion and Councillors Mackenzie, Richardson and Temple voting against the motion.***

As an amendment Cr Richardson moved and Cr Temple seconded ***“that Council proceed with divestment under Section 177 of the Local Government Act 1993 and approve the General Manager to enter into contracts of sale for the following properties:***

- 1) **6-8 Emu Bay Road, Deloraine (CT:162910/1)**
- 2) **333 Westbury Road, Prospect Vale (CT:143357/1)**

***The amendment was declared LOST with Councillors Mackenzie, Richardson and Temple voting for the amendment and Councillors Connor, Kelly, Perkins and White voting against the amendment.***

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

Councillor Kelly moved and Councillor Connor seconded ***“that pursuant to Regulation 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015, Council close the meeting to the public to discuss the following items.”***

***The motion was declared CARRIED with Councillors Connor, Kelly, King, Mackenzie, Perkins, Richardson, Synfield, Temple and White voting for the motion.***

### **204/2018 CONFIRMATION OF MINUTES**

Confirmation of Minutes of the Closed Session of the Ordinary Council Meeting held on 11 September, 2018.

### **205/2018 LEAVE OF ABSENCE**

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

### **206/2018 GENERAL MANAGERS PERFORMANCE REVIEW**

(Reference Part 2, Regulation 15(2)(g) Local Government (Meeting Procedures) Regulations 2015.

The meeting moved into Closed Session at 4.19pm

The meeting re-opened to the public at 4.30pm

Councillor Temple moved and Cr White seconded ***“that a vote of thanks be minuted for Mayor Craig Perkins for his 9 years as a Councillor and 7 as Mayor of Meander Valley. He is very much loved and respected throughout the whole of the Meander Valley area. Also to Councillor Bob Richardson for his 18 years of service as a stalwart for fairness and equity in the Municipality and Councillor Ian Mackenzie for his seven years of service and great commitment and passion for the community.”***

***The motion was declared CARRIED with Councillors Connor, Kelly, Mackenzie, Perkins, Temple and White voting for the motion.***

The meeting closed at 4.33pm

.....  
CRAIG PERKINS (MAYOR)