



Meander Valley Council
Working Together

ORDINARY MINUTES

COUNCIL MEETING

Tuesday 9 July 2019

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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 July 2019 at 4.04pm.

PRESENT: Mayor Wayne Johnston, Deputy-Mayor Michael Kelly, Councillors Susie Bower, Stephanie Cameron, Tanya King, Frank Nott, Andrew Sherriff and Rodney Synfield.

APOLOGIES: Councillor John Temple

IN ATTENDANCE: Dino De Paoli, Acting General Manager
Merrilyn Young, Executive Assistant
Jonathan Harmey, Director Corporate Services
Matthew Millwood, Director Works
Lynette While, Director Community & Development Services
Leanne Rabjohns, Town Planner
Natasha Whiteley, Town Planner
Krista Palfreyman, Co-ordinator Development Services
Natasha Tempest, Project Manager, Infrastructure

113/2019 CONFIRMATION OF MINUTES:

Councillor Kelly moved and Councillor Synfield seconded, ***“that the minutes of the Ordinary Meeting of Council held on Tuesday 11 June 2019, be received and confirmed.”***

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

114/2019 COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:

Date	Items discussed:
9 July 2019	<ul style="list-style-type: none">• Westbury Recreation Ground On-Site Visit• Petition – Trees, Cheltenham Way, Prospect Vale• Community Forum – Westbury• Tourism Northern Tasmania – New Funding Agreement• Westbury Town Common Management Plan• Meander Valley Council Play Spaces Strategy – Hadspen, Prospect Vale & Blackstone Heights• Proposed Sport & Recreation Plan• Property Ownership – Aged Care Deloraine• Property Ownership – State Government• Draft Meander Valley Local Provisions Schedule – Hearing and Directions of the Tasmanian Planning Commission

115/2019 ANNOUNCEMENTS BY THE MAYOR:

13 June 2019

Carrick Community Forum

16-18 June 2019

ALGA National General Assembly - Canberra

116/2019 ANNOUNCEMENTS BY COUNCILLORS:

Councillor Susie Bower

- Carrick Hall Committee Meeting
- Community Forum – Carrick
- Bracknell Hall Redevelopment Sub-Committee Meeting
- Deloraine Collective Ed – 100 Day Challenge

Councillor Tanya King

- Community Forum – Carrick
- Sustainability Expo – Deloraine High School

117/2019 DECLARATIONS OF INTEREST:

Nil

118/2019 TABLING AND ACTION ON PETITIONS:

A conforming petition was received from 43 residents of Cheltenham Way, Prospect Vale, requesting the removal of all street trees in Cheltenham Way.

The petition was tabled at the June 2019 Council Meeting and discussed with Council officers following the conclusion of the meeting.

It is recommended that Council:

- a) Formally receives the petition
- b) Advises petitioners and other property owners in Cheltenham Way that the street trees will not be removed
- c) Increases street cleaning operations during the autumn period to minimise leaf litter in the road reserve

Cr Nott moved and Cr Bower seconded ***“that Council***

- a) Formally receives the petition***
- b) Advises petitioners and other property owners in Cheltenham Way that the street trees will not be removed***
- c) Increases street cleaning operations during the autumn period to minimise leaf litter in the road reserve***

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

119/2019 PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – JUNE 2019

Nil

2. PUBLIC QUESTIONS WITH NOTICE – JULY 2019

Nil

3. PUBLIC QUESTIONS WITHOUT NOTICE – JULY 2019

3.1 Mr Barry Lee, Westbury

Subdivision 13 lots, William & Franklin Streets, Westbury

- a. Specifications for Turning Head, north end of Franklin Street

Response by Dino De Paoli, Acting General Manager

The turning head will be designed to the Local Government Association of Tasmania (LGAT) standards which will allow for turning of service vehicles.

- b. Type of construction for new entrances x3

Response by Dino De Paoli, Acting General Manager

The driveways will be designed to the LGAT standards, noting that there may be some departure from the standard if there is no kerb constructed, or in relation to the treatment of culvert headwalls

- c. What provision/adjustments will take place for the existing properties namely numbers 1 and 8 Franklin Street and rear entrance to 3 Alison Court?

Response by Dino De Paoli, Acting General Manager

The accesses to No.1 Franklin and No.3 Alison Court will be from the new turning head. There is not anticipated to be any impact on the access to No.8 Franklin Street.

120/2019 COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – JUNE 2019

Nil

2. COUNCILLOR QUESTIONS WITH NOTICE – JULY 2019

2.1 Cr Tanya King

In November 2018 the Supreme Court of Tasmania found that Independent Living Units owned by charitable organisations are classified as exempt from rates under Section 87 of the Local Government Act.

Could Council please be advised on the amount of annual general rates Council stands to lose from the Tasmanian Supreme Court's decision to make all independent living units owned by charities exempt from Council rates?

Response by Jonathan Harmey, Director Corporate Services

Following the Supreme Court decision Council has received applications from four charitable organisations requesting exemption status for their properties. We have assessed those applications and deemed three to be eligible for exemption under the Local Government Act (Act). The annual amount of rates and fire levies lost as a result of those applications is \$37,232. Council has one further request where a legal opinion has been sought on the property owners eligibility for exemption.

Does the decision to deem the independent living units exempt from general rates mean the rest of the community will now pay more to cover the amount of rates that have been lost?

Response by Jonathan Harmey, Director Corporate Services

This is correct, as a result of these properties now being classified as exempt, the remaining property owners in the Meander Valley area will pay a higher proportion of general rates and fire levies to cover the lost revenue.

Is the decision to make independent living units exempt from general rates consistent with a pensioner living in a rental unit owned by a private individual?

Response by Jonathan Harmey, Director Corporate Services

The decision by the Supreme Court has deemed some properties exempt from general rates which are simply used as a private residential home. Council has held a long standing belief that the correct interpretation of Section 87(1)(d) of the Act is that in order to fulfil the requirements of the Act a property must be

both owned exclusively for charitable purposes and occupied exclusively for charitable purposes. Private residences (such as independent living units) were not considered to meet the occupation requirement. Our position was upheld on a number of occasions in the Magistrates Court.

The Supreme Court's decision has raised some questions around consistency and equity amongst the sector. A resident renting an independent living unit as their family home may now pay no general rates or fire levies, where a resident renting a similar unit as their family home that is not an 'independent living' property may pay full rates and fire levies. Independent living units are, by their very definition, accommodation units designed for independent, active retirees who do not require special assistance with day-to-day living. What distinguishes them from aged-care facilities is that independent living units are used as normal and private residences, just like anyone else's home. Like all residents, owners of independent living units benefit from council roads, footpaths, walking and cycling trails, parks and reserves, but they will now not have to contribute.

It should be noted that high care, aged-care facilities (such as nursing homes) owned by charitable organisation have previously been, and continue to be exempt from general rates and fire levies.

Has the State Government been asked to better clarify their Local Government Act to make sure independent living unit owners are paying rates consistently with other private rental properties?

Response by Jonathan Harmey, Director Corporate Services

The State Government are aware that the Supreme Court's decision was contrary to Tasmanian Council's understanding of the State Government legislation. In the course of the State Government's current review of the Act, Council officers have suggested a review of the wording of Section 87 of the Act may be required to accurately reflect the intent of the properties to be exempt and exclusion of independent living units from the exemption.

Council officers are currently working with the Local Government Association of Tasmania (LGAT) to provide a coordinated position to the State Government that reflects the opinion of Tasmanian Councils. The inclusion or exclusion of the occupation of independent living units in the general rates exemption could be better clarified in the State legislation, rather than the current uncertainty that has been created from the Supreme Court's decision.

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – JULY 2019

Nil

121/2019 DEPUTATIONS BY MEMBERS OF THE PUBLIC

Nil

PLANNING AUTHORITY ITEMS

The Mayor advised that for the purposes of considering the following Planning Authority items, Council is acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993.

122/2019 172 BENGEO ROAD, DUNORLAN

The Mayor invited Mr Rohan Kite from Costa Group Holdings Ltd to address Council regarding this agenda item.

Planning Application: PA\19\0212

Proposal: Discretionary Use - Resource Development
(Controlled Environment Agriculture)

Author: Natasha Whiteley
Town Planner

1) Recommendation

It is recommended that the application for Use and Development for Resource Development (Controlled Environment Agriculture) on land located at 172 Bengeo Road, Dunorlan (CT: 109683/1), by Costa Exchange Pty Ltd, be APPROVED, generally in accordance with the endorsed plans:

- a) Planning Application Material from Costa Exchange and AK Consultants; Sheets 1 – 30***
- b) Costa Well Grown, Authored by Rohan Kile – received by Meander Valley Council on 14 May 2019 - Additional information.***
- c) Aerial Photo titled Location of new accesses.***

and subject to the following conditions:

- 1. The new access to the south of the existing main access at 172 Bengeo Road is to be installed by 30 September 2019, in accordance with LGAT Standards to the satisfaction of Council's Director Infrastructure Services. Refer to Note 1.**
- 2. The existing main access at 172 Bengeo Road is to be closed by 30 September 2019 to the satisfaction of Council's Director Infrastructure Services.**
- 3. Within 3 months from completing the installation of the poly-tunnels the existing access to the south of 172 Bengeo Road is to be upgraded in accordance with LGAT Standards, to the satisfaction of Council's Director Infrastructure Services.**
- 4. All commercial and employee vehicles associated with the business are to be parked within the property boundaries.**

Note:

1. Prior to any construction being undertaken in the road reserve, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed. All enquiries should be directed to Council's Infrastructure Department on 6393 5312.
2. An application for a Plumbing Permit will be required at the Building and Plumbing Permit application stage for the on-site wastewater system servicing the proposed amenities block. Please note that an on-site wastewater design report by a suitably qualified person is required to accompany the application. Please find attached a list of on-site wastewater designers and an information sheet on the application for installation.

If you have any waste water questions, please feel free to contact Council's Environment Health team on 6393 5320.

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.
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 approvalAll enquiries should be directed to Council's Permit Authority on 6393 5320 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.

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); and
 - c) The relevant approval processes will apply with state and federal government agencies.

DECISION:

Cr Kelly moved and Cr King seconded ***"that the application for Use and Development for Resource Development (Controlled Environment Agriculture) on land located at 172 Bengeo Road, Dunorlan (CT: 109683/1), by Costa Exchange Pty Ltd, be APPROVED, generally in accordance with the endorsed plans:***

- a) ***Planning Application Material from Costa Exchange and AK Consultants; Sheets 1 – 30***
- b) ***Costa Well Grown, Authored by Rohan Kile – received by Meander Valley Council on 14 May 2019 - Additional information.***
- c) ***Aerial Photo titled Location of new accesses.***

and subject to the following conditions:

- 1. The new access to the south of the existing main access at 172 Bengoe Road is to be installed by 30 September 2019, in accordance with LGAT Standards to the satisfaction of Council's Director Infrastructure Services. Refer to Note 1.**
- 2. The existing main access at 172 Bengoe Road is to be closed by 30 September 2019 to the satisfaction of Council's Director Infrastructure Services.**
- 3. Within 3 months from completing the installation of the poly-tunnels the existing access to the south of 172 Bengoe Road is to be upgraded in accordance with LGAT Standards, to the satisfaction of Council's Director Infrastructure Services.**
- 4. All commercial and employee vehicles associated with the business are to be parked within the property boundaries.**

Note:

1. Prior to any construction being undertaken in the road reserve, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed. All enquiries should be directed to Council's Infrastructure Department on 6393 5312.
2. An application for a Plumbing Permit will be required at the Building and Plumbing Permit application stage for the on-site wastewater system servicing the proposed amenities block. Please note that an on-site wastewater design report by a suitably qualified person is required to accompany the application. Please find attached a list of on-site wastewater designers and an information sheet on the application for installation.

If you have any waste water questions, please feel free to contact Council's Environment Health team on 6393 5320.

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.
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 5320 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.
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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); and
 - c) The relevant processes will apply with state and federal government agencies.

As an amendment Cr Synfield moved and Cr Nott seconded ***“that a suitable roadside hedge be established along Bengeo Road in front of the poly tunnels, so as to make development less obtrusive.***

The exception would be where negatively impacts on site distance for entering/exiting traffic, or if can be shown hedge would be detrimental to function of controlled environment agriculture.”

The amendment was declared LOST with Councillors Johnston, Nott and Synfield voting for the amendment and Councillors Bower, Cameron, Kelly, King, and Sherriff voting against the amendment.

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

123/2019 WILLIAM AND FRANKLIN STREETS, WESTBURY

The Mayor invited Mr Barry Lee to address Council regarding this agenda item.

Planning Application: PA\19\0053

Proposal: Subdivision (13 lots)

Author: Leanne Rabjohns
Town Planner

1) Recommendation

It is recommended that the application for Use and Development for Subdivision (13 lots) on land located at William Street & Franklin Street, Westbury CT 150259/1 by William Franklin P/L, be APPROVED, generally in accordance with the endorsed plans:

- a) Cohen & Associates P/L – Plan of Subdivision – Ref: 27-76 (7692);**
- b) D1 Consulting Engineers – Soil and Water Management Plan – Job Number: 10219;**
- c) Rebecca Green & Associates – Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan – dated 30 May 2019;**
- d) D1 Consulting Engineers P/L – Flood Risk Assessment Report – dated 9 May 2019;**
- e) Environmental Dynamics – Reissued Noise Impact Assessment – dated 12 February 2019.**

and subject to the following conditions:

1. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA No 2019/00220-MVC attached).
2. A Section 71 Agreement must be executed, that provides the following:
 - a) A future dwelling on Lot 10 will be subject to an application for a planning permit under the *Land Use Planning and Approval Act 1993* and must demonstrate compliance with *AS/NZS 2107:2016 Acoustic – Recommended Design Sound Levels and Reverberation Times for Building Interiors* through the inclusion of building components to attenuate train noise. Noise Impact Assessment prepared by

Environmental Dynamics is attached.

- b) A portion of Lot 10 is within a flood prone area. A Flood Risk Assessment will be required for any development within the identified area. The Flood Risk Assessment Report prepared by D1 Consulting Engineers P/L is attached.
- c) The location of any future dwelling on Lots 8, 9 & 11, within fifty (50) metres of the rear boundary, will be subject to an application for a planning permit under the *Land Use Planning and Approval Act 1993* and must demonstrate compliance with *AS/NZS 2107:2016 Acoustic – Recommended Design Sound Levels and Reverberation Times for Building Interiors* through the inclusion of building components to attenuate train noise. Noise Impact Assessment prepared by Environmental Dynamics is attached.

Once executed, the agreement must be lodged and registered in accordance with Section 78 of the Land Use Planning and Approvals Act 1993.

All costs associated with preparing and registering the Agreement must be borne by the applicant.

3. Prior to commencement of works the following is to be submitted to Council:

- a) Detailed engineering designs are required to the satisfaction of Council's Director Infrastructure Services. Detailed engineering documentation must be prepared by a suitably qualified civil engineer or other person approved by the Director Infrastructure Services. The designs must incorporate the following:
 - i. Construction of turning head and crossovers in Franklin Street, and widening of the existing section of Franklin Street north of Alison Court to LGAT standards;
 - ii. Piping of the open drain on the western side of Franklin Street as shown on planning drawings;
 - iii. Construction of crossovers in William Street to LGAT standard including installation of stormwater drains;
 - iv. Construction of earth embankment on the southern side of the existing open drain in accordance with the Flood Risk Assessment Report including removal of Willow trees and existing vehicle crossings.

4. A 2.0m wide drainage easement is to be created over piped stormwater

infrastructure within new allotments and a 4.0m wide easement over the existing open drain through Lot 10, in favour of Council.

5. Prior to the sealing of the Final Plan of Survey (for each stage), the following must be completed to the satisfaction of Council:
 - a) The infrastructure works must be completed as shown in the application documents and endorsed plans or as modified by the approval of the detailed engineering drawings and specifications, to the satisfaction of Council's Director Infrastructure Services (see Note 1).
 - b) Provision of as-constructed documentation for completed stormwater infrastructure work, to the satisfaction of Council's Director Infrastructure Services.
 - c) The developer must pay a Public Open Space contribution to Council, 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.
 - d) Section 71 Agreement executed, as per Condition 2 above.
 - e) Easements shown, as per Condition 4 above.

Note:

1. Prior to the construction of the any works within William and/or Franklin Streets separate consent is required by the Road Authority. The Application for Works in the Road Reservation form is enclosed. All enquiries should be directed to Council's Technical Officer on 6393 5312.
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.

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.
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 - c) The relevant approval processes will apply with state and federal government agencies.

DECISION:

Cr Nott moved and Cr Sherriff seconded ***"that the application for Use and Development for Subdivision (13 lots) on land located at William Street & Franklin Street, Westbury CT 150259/1 by William Franklin P/L, be APPROVED, generally in accordance with the endorsed plans:***

- a) **Cohen & Associates P/L – Plan of Subdivision – Ref: 27-76 (7692);**
- b) **D1 Consulting Engineers – Soil and Water Management Plan – Job Number: 10219;**
- c) **Rebecca Green & Associates – Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan – dated 30 May 2019;**

- d) D1 Consulting Engineers P/L – Flood Risk Assessment Report – dated 9 May 2019;**
- e) Environmental Dynamics – Reissued Noise Impact Assessment – dated 12 February 2019.**

and subject to the following conditions:

1. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA No 2019/00220-MVC attached).
2. A Section 71 Agreement must be executed, that provides the following:
 - a) A future dwelling on Lot 10 will be subject to an application for a planning permit under the *Land Use Planning and Approval Act 1993* and must demonstrate compliance with *AS/NZS 2107:2016 Acoustic – Recommended Design Sound Levels and Reverberation Times for Building Interiors* through the inclusion of building components to attenuate train noise. Noise Impact Assessment prepared by Environmental Dynamics is attached.
 - b) A portion of Lot 10 is within a flood prone area. A Flood Risk Assessment will be required for any development within the identified area. The Flood Risk Assessment Report prepared by D1 Consulting Engineers P/L is attached.
 - c) The location of any future dwelling on Lots 8, 9 & 11, within fifty (50) metres of the rear boundary, will be subject to an application for a planning permit under the *Land Use Planning and Approval Act 1993* and must demonstrate compliance with *AS/NZS 2107:2016 Acoustic – Recommended Design Sound Levels and Reverberation Times for Building Interiors* through the inclusion of building components to attenuate train noise. Noise Impact Assessment prepared by Environmental Dynamics is attached.

Once executed, the agreement must be lodged and registered in accordance with Section 78 of the Land Use Planning and Approvals Act 1993.

All costs associated with preparing and registering the Agreement must be borne by the applicant.

3. Prior to commencement of works the following is to be submitted to Council:
 - a) Detailed engineering designs are required to the satisfaction of Council's Director Infrastructure Services. Detailed engineering documentation must be prepared by a suitably qualified civil

engineer or other person approved by the Director Infrastructure Services. The designs must incorporate the following:

- i. Construction of turning head and crossovers in Franklin Street, and widening of the existing section of Franklin Street north of Alison Court to LGAT standards;
 - ii. Piping of the open drain on the western side of Franklin Street as shown on planning drawings;
 - iii. Construction of crossovers in William Street to LGAT standard including installation of stormwater drains;
 - iv. Construction of earth embankment on the southern side of the existing open drain in accordance with the Flood Risk Assessment Report including removal of Willow trees and existing vehicle crossings.
4. A 2.0m wide drainage easement is to be created over piped stormwater infrastructure within new allotments and a 4.0m wide easement over the existing open drain through Lot 10, in favour of Council.
5. Prior to the sealing of the Final Plan of Survey (for each stage), the following must be completed to the satisfaction of Council:
- a) The infrastructure works must be completed as shown in the application documents and endorsed plans or as modified by the approval of the detailed engineering drawings and specifications, to the satisfaction of Council's Director Infrastructure Services (see Note 1).
 - b) Provision of as-constructed documentation for completed stormwater infrastructure work, to the satisfaction of Council's Director Infrastructure Services.
 - c) The developer must pay a Public Open Space contribution to Council, 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.
 - d) Section 71 Agreement executed, as per Condition 2 above.
 - e) Easements shown, as per Condition 4 above.

Note:

1. Prior to the construction of the any works within William and/or Franklin Streets separate consent is required by the Road Authority. The

Application for Works in the Road Reservation form is enclosed. All enquiries should be directed to Council's Technical Officer on 6393 5312.

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.
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.
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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); and

- c) The relevant approval processes will apply with state and federal government agencies.

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

124/2019 20 PIONEER DRIVE, MOLE CREEK

The Mayor invited Ms Theresa Hatton to address Council regarding this agenda item.

Planning Application: PA\19\0216

Proposal: Partial Change of Use to Food Services (Café)

Author: Natasha Whiteley
Town Planner

1) Recommendation

It is recommended that the application for Use and Development for a Partial Change of Use to Food Services (Café) on land located at 20 Pioneer Drive, Mole Creek (CT: 50692/1), by Theresa L Hatton Building Design, be APPROVED, generally in accordance with the endorsed plans:

- a) Theresa L. Hatton Building Designer; Date: 15 April 2019; Drawing No: 4908P; Sheets: 02 – 09.
- b) Theresa L. Hatton Building Designer; Date: 24 April 2019; Covering letter; Pages: 1-4.
- c) Sample Menu; Pages 1-2

and subject to the following conditions:

- 1. The concrete slab is to be designed and constructed to enable stormwater to be evenly dispersed and not concentrated to one (1) point, to the satisfaction of Council's Town Planner.***

Notes:

- 1. Any changes to the menu need to be approved by Council's Environmental Health Officer on (03) 6393 5320 because it may impact the existing on-site wastewater management system and require further assessment.
- 2. Registration as a Food Business under the *Food Act 2003* is required as food is provided as part of the change of use. Please contact Council's Environmental Health Officer on (03) 6393 5320 for further information.

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.
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 approvalAll enquiries should be directed to Council's Permit Authority on 6393 5320 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.
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); and
 - c) The relevant approval processes will apply with state and federal government agencies.

DECISION:

Cr Kelly moved and Cr Bower seconded ***“that the application for Use and Development for a Partial Change of Use to Food Services (Café) on land located at 20 Pioneer Drive, Mole Creek (CT: 50692/1), by Theresa L Hatton Building Design, be APPROVED, generally in accordance with the endorsed plans:***

- a) Theresa L. Hatton Building Designer; Date: 15 April 2019; Drawing No: 4908P; Sheets: 02 – 09.
- b) Theresa L. Hatton Building Designer; Date: 24 April 2019; Covering letter; Pages: 1-4.
- c) Sample Menu; Pages 1-2

and subject to the following conditions:

- 1. The concrete slab is to be designed and constructed to enable stormwater to be evenly dispersed and not concentrated to one (1) point, to the satisfaction of Council’s Town Planner.***

Notes:

1. Any changes to the menu need to be approved by Council’s Environmental Health Officer on (03) 6393 5320 because it may impact the existing on-site wastewater management system and require further assessment.
2. Registration as a Food Business under the *Food Act 2003* is required as food is provided as part of the change of use. Please contact Council’s Environmental Health Officer on (03) 6393 5320 for further information.

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.
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 approvalAll enquiries should be directed to Council's Permit Authority on 6393 5320 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.
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); and
- c) The relevant approval processes will apply with state and federal government agencies.

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

**125/2019 2019-20 COMMUNITY INCENTIVE GRANTS
APPLICATION ASSESSMENTS ROUND 1 – JULY
2019**

1) Recommendation

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

Organisation	Project	Grant Recommended
AIC Tennis Club	Tennis Nets	\$968
Blackstone Heights Community News Assoc.	PA & Gazebos	\$1,836
Deloraine House Inc	Lawn Mower	\$617
Hagley Community Cemetery Trust	Establishment Grant	\$250
Meander Valley Indoor Skaters Association	Establishment Grant	\$250
Mole Creek & District Community Shed	Establishment Grant	\$250
Launceston City Football Club Inc	Portable Goals	\$2,660
Rotary Club of Central Launceston Inc	Circus Quirkus 2019	\$360
Rotary Club of Deloraine Inc	Learn to Swim & Water Safety Program 2019-20	\$2,440
Westbury Health	Paws on the Green	\$1,000
Westbury Primary School P & F Association	Launch Westbury180	\$3,000
		\$13,631

DECISION:

Cr Sherriff moved and Cr Nott seconded ***“that Council endorses the recommendations of the Community Grants Committee and approves the following allocations:***

Organisation	Project	Grant Recommended
AIC Tennis Club	Tennis Nets	\$968
Blackstone Heights Community News Assoc.	PA & Gazebos	\$1,836
Deloraine House Inc	Lawn Mower	\$617
Hagley Community Cemetery Trust	Establishment Grant	\$250
Meander Valley Indoor Skaters Association	Establishment Grant	\$250
Mole Creek & District Community Shed	Establishment Grant	\$250
Launceston City Football Club Inc	Portable Goals	\$2,660
Rotary Club of Central Launceston Inc	Circus Quirkus 2019	\$360
Rotary Club of Deloraine Inc	Learn to Swim & Water Safety Program 2019-20	\$2,440
Westbury Health	Paws on the Green	\$1,000
Westbury Primary School P & F Association	Launch Westbury180	\$3,000
		\$13,631

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

**126/2019 COUNCIL AUDIT PANEL: MEETING MINUTES,
2018-19 ANNUAL REPORT, 2018-19
PERFORMANCE EVALUATION AND 2019-20
WORK PLAN**

1) Recommendation

It is recommended that Council:

- 1. receive the minutes of the Audit Panel meeting held on 25 June 2019***
- 2. receive the Audit Panel annual report for 2018-19***
- 3. receive the Audit Panel annual performance evaluation for 2018-19***
- 4. approve the Audit Panel annual work plan for 2019-20***

DECISION:

Cr King moved and Cr Kelly seconded ***“that Council***

- 1. receive the minutes of the Audit Panel meeting held on 25 June 2019***
- 2. receive the Audit Panel annual report for 2018-19***
- 3. receive the Audit Panel annual performance evaluation for 2018-19***
- 4. approve the Audit Panel annual work plan for 2019-20.”***

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

**127/2019 2018-19 ANNUAL PLAN – QUARTERLY REVIEW –
JUNE 2019**

1) Recommendation

It is recommended that Council:

receive and note the Annual Plan review for the June 2019 quarter as attached.

DECISION:

Cr Kelly moved and Cr Sherriff seconded ***“that Council receive and note the Annual Plan review for the June 2019 quarter as attached.”***

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

Mayor Wayne Johnston left the meeting at 4.44pm

Mayor Wayne Johnston returned to the meeting at 4.46pm

Meander Valley Council

Annual Plan 2018-2019



Meander Valley Council
WORKING TOGETHER



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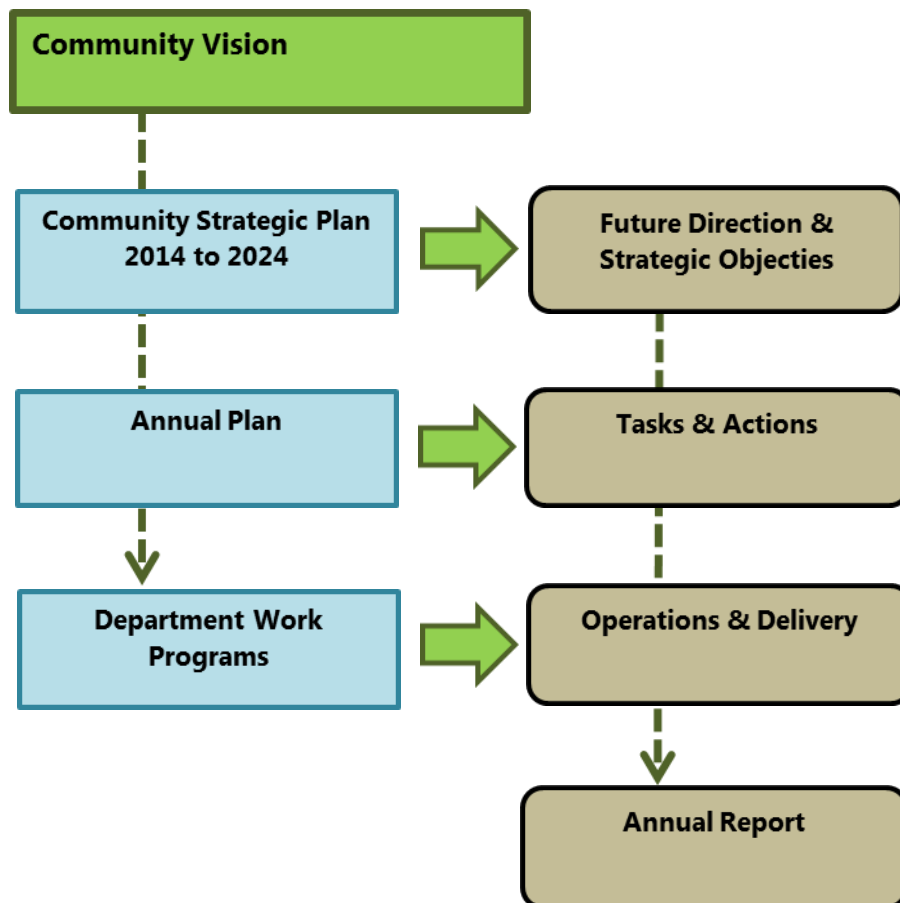
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ANNUAL PLAN OVERVIEW

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

	2018-2019	2017-2018
Revenue:		
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
Total Operating Revenue:	19,864,900	19,549,400
Operating Expenditure:		
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
Total Operating Expenditure:	19,907,400	19,596,200
Underlying Surplus/(Deficit)	204,400	83,400
Net Operating Surplus/(Deficit)including capital and abnormal items	2,862,100	4,117,900
Capital Expenditure	13,753,100	13,517,700
Repayment of Loans:		
Asset Sales:	216,000	0
Closing Cash Balance:	15,899,100	11,904,100
Net assets:	290,532,357	287,670,257

RATES AND CHARGES

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

General rate:	All rateable properties are applied a General Rate of 5.906 cents in the \$ of AAV with a minimum charge of \$135.
Waste Management:	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.
Fire Levies:	<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>
Payment Method:	Ratepayers are provided with the option of paying their rates in full, with no discount for early payment, or paying their rates in four approximately equal instalments due on 31 August 2018, 31 October 2018, 31 January 2019 and 29 March 2019.
Penalties for late payment:	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

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
Governance:								
Policy 1: Risk Management								
Corporate Services:								
Policy 68: Writing Off Debts								
Infrastructure Services:	Nil							
Community and Development Services:								
Policy 34: Real Estate Advertising Signs								
Policy 73 Managing Public Appeals								
Policy 89: Mobile Food Vans								
Works:	Nil							

DOCUMENT REVIEW

OPERATION Document Reviews	By 30 September	By 31 December	By 31 March	By 30 June
Governance:				
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				
Corporate Services				
Financial Management Strategy				
Infrastructure Services:				
Code of Tendering and Contracts				

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

PROGRAM ACTIVITY

Governance

Directorate	1. Governance	Program number and title	1.1 Secretarial and Administrative support
Program Objective	To undertake functions to ensure compliance with legislative requirements		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (3) - Vibrant and Engaged communities <i>3.2 Successful local events enhance community life.</i></p> <p>Future Direction (5) - Innovative Leadership and Community Governance <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 Achieved	Prepare quarterly review Achieved	Prepare quarterly review Achieved	Prepare quarterly review. Prepare 2019/20 Annual Plan Achieved
2	Prepare Annual Report & Conduct Annual General Meeting (AGM) Responsible Officer: Executive Assistant	5.6	Complete draft for printing In Progress	Complete report and present at AGM. Advertise and conduct AGM Achieved		
3	Policy Review & Operations Document Review Responsibility – Executive Assistant Responsible Officer: Executive Assistant	5.1	Review as per schedule Achieved	Review as per schedule Achieved	Review as per schedule Achieved	Review as per schedule Achieved
4	Conduct Australia Day (AD) event Responsibility – Executive Assistant Responsible Officer: Executive Assistance	3.2	Review AD criteria. Call for nominations Achieved	Assess nominations. Plan civic function Achieved	Conduct a civic function on AD Achieved	

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

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	1. Governance	Program number and title	1.2 Risk Management
Program Objective	Minimise risk to our people and the public		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance <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 Achieved	Action the framework Achieved	Action the framework Achieved	Action the framework Achieved
2	Implement the Internal Audit Program Responsible Officer: Risk & Safety Officer	5.4	Review of Audit outcomes Achieved		Review of Audit outcomes Achieved	

Action performance targets

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

Directorate	1. Governance	Program number and title	1.3 Employee Health and Safety Management
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	Future Direction (5)- Innovative leadership and community governance <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 Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved
3	Deliver a Health and Wellbeing Program Responsible Officer: General Manager	5.6	Conduct quarterly meeting and implement programs In Progress	Conduct quarterly meeting and implement programs Achieved	Conduct quarterly meeting and implement programs Achieved	Conduct quarterly meeting and implement programs
6	Workplace Consultative Committee operation Responsible Officer: General Manager	5.6	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved

Action performance targets

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

Directorate	1. Governance	Program number and title	1.4 Other Governance Functions
Program Objective	To provide good governance		
Link to Community Strategic Plan 2014 to 2024	<p>Future direction (2) - A thriving local economy <i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment.</i> <i>2.2 Economic development in Meander Valley is planned, maximising existing assets and investment in infrastructure</i> <i>2.3 People are attracted to live in the townships, rural and urban areas of Meander Valley.</i></p> <p>Future Direction (5) - Innovative leadership and community governance 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 Achieved	Attend NTDC Local Government Committee Meeting Achieved	Attend NTDC Local Government Committee Meeting Achieved	Attend NTDC Local Government Committee Meeting Achieved
2	Participate in Resource Sharing Implementation project with other Councils in the northern region Responsible Officer: General Manager	5.6		Prepare Implementation Plan In Progress		Prepare Project Plans Achieved
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 Achieved	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress Achieved
4	Continue to implement actions contained in the Communication Action Plan Responsible Officer: Communications Officer	2.3	Review progress and reset priorities Achieved	Report on progress via the Briefing Reports Achieved	Report on progress via the Briefing Reports Achieved	Report on progress via the Briefing Reports Achieved

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	2. Corporate Services	Program number and title	2.1 Financial Services
Program Objective	Responsibly manage the Council's core financial activities		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) - Innovative leadership and community governance <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 Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved
2	Fresh Municipal Valuation	5.2			Commence preliminary valuation data analysis Deferred	Property valuation database updated Achieved
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 Achieved			Final State Fire and Treasury pensioner claims Achieved
4	Issue Section 132 certificates (Property Rates) Responsible Officer: Rates Officer	5.6	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved
5	Arrange annual insurance renewals Responsible Officer: Finance Officer & Director Corporate Services	5.6		Crime Insurance (Fidelity Guarantee renewal) Achieved	Directors and Officers and Employment Practices renewal Achieved	Annual renewals as per schedule incl. Public Liability and PI, ISR, Workers Comp. and MV Achieved

6	Reconciliation of Control Accounts Responsible Officer: Senior Accountant	5.2	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved
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Action performance targets

No.	Performance target
1	<ul style="list-style-type: none"> ▪ Issue Rates notices before 31st August 2018 ▪ Issue Sundry Debtor notices within 10 working days of receipt of request
4	<ul style="list-style-type: none"> ▪ Issue 98% of Section 132 Certificates within 3 working days of entry of request
6	<ul style="list-style-type: none"> ▪ Reconcile rates, sundry debtor and creditors control accounts within 10 working days of the month end ▪ Reconcile Payroll within 5 working days of processing.

Directorate	2. Corporate Services	Program number and title	2.2 Financial Management & Reporting
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>Future Direction (5) - Innovative leadership and community governance</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 Achieved
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 Achieved	Present budget, fees and charges to Council in June Achieved
3	Annual external reporting Responsible Officer: Senior Accountant	5.6	Produce Statutory Accounts and complete KPI consolidated data sheets Achieved			Prepare end of year timetable for Statutory Accounts and Audit Achieved
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 Achieved	Submit BAS and Payroll Tax returns on time Achieved	Submit BAS and Payroll Tax returns on time Achieved	Submit BAS and Payroll Tax returns on time Achieved

5	Provide internal financial management reports on a timely basis for decision making Responsible Officer: Senior Accountant	5.3	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved
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 Achieved	Review cash flow weekly to determine funds for investment Achieved	Review cash flow weekly to determine funds for investment Achieved	Review cash flow weekly to determine funds for investment Achieved
7	Co-ordinate functions of the Audit Panel Responsible Officer: Director Corporate Services	5.6	Conduct meeting as per Audit Schedule Achieved	Conduct meeting as per Audit Schedule Achieved	Conduct meeting as per Audit Schedule Achieved	Conduct meeting as per Audit Schedule Achieved

Action performance targets

No.	Performance target
5	<ul style="list-style-type: none"> ▪ Produce and distribute ongoing project expenditure reports ▪ Produce and distribute monthly operating statements within 10 working days of end of month ▪ Submit September, December and March quarterly financial reports to Council in Oct 2018, Jan 2019 and April 2019 respectively

Directorate	2. Corporate Services	Program number and title	2.3 Information Technology
Program Objective	Provide reliable and effective information technology services for the organisation		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance <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 Achieved	Complete rolling replacement of PC's. Deferred	Complete rolling replacement of PC's. Achieved	
2	Implement Windows 10 Software to users Responsible Officer: IT Officer	5.6	Complete staged rollout of Windows 10 to all users Achieved			

Action performance targets

N/A

Directorate	2. Corporate Services	Program number and title	2.4 Information Management
Program Objective	Effectively manage and maintain Council's information resource		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5) Innovative leadership and community governance <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 Achieved	Maintain records in accordance with legislation Achieved	Maintain records in accordance with legislation Achieved	Maintain records in accordance with legislation Achieved
2	Annual Archive Disposal Responsible Officer: Information Management Officer	5.6	Arrange for removal of documents due for disposal Achieved			List documents due for disposal Achieved

Action performance targets

N/A

Directorate	2. Corporate Services	Program number and title	2.5 Human Resources
Program Objective	Effectively manage and support Council's human resources		
Link to Community Strategic Plan 2014 to 2024	Future Direction (5)- Innovative leadership and community governance <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. Achieved			Review CPI percentage determine increase Achieved
2	Coordinate training needs via Learning Management system Responsible Officer: HR/Payroll Officer	5.4	Report to Directors on quarterly training to be delivered Achieved	Update training plan following Performance Reviews. Report to Directors on quarterly training to be delivered Achieved	Report to Directors on quarterly training to be delivered Achieved	Report to Directors on quarterly training to be delivered Achieved
3	Performance Review System Responsible Officers: HR/Payroll Officer & Directors	5.4	Ensure all employee performance reviews have been completed Achieved	Ensure all inside employee salary reviews have been completed Achieved	Ensure all mini performance reviews and all outside employee wage reviews have been completed Achieved	Review the current year's performance reviews and recommend any changes required Achieved

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

N/A

Directorate	2. Corporate Services	Program number and title	2.6 Great Western Tiers Visitor Information Centre
Program Objective	Effectively manage and maintain Council's Visitor Information Centre		
Link to Community Strategic Plan 2014 to 2024	Future Direction (2) - A thriving local economy <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 Achieved	Advise information in the Briefing Report Achieved	Advise information in the Briefing Report Achieved	Advise information in the Briefing Report Achieved

Action performance targets

N/A

Infrastructure Services

Directorate	3. Infrastructure Services	Program number and title	3.1 Emergency Services
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	Future Direction (4) - A healthy and safe community <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 Achieved	Chair quarterly meeting Achieved	Chair quarterly meeting Cancelled	Chair quarterly meeting Achieved
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 Achieved			
3	Conduct emergency management training exercise facilitated by Red Cross Responsible Officer: Administration Officer Infrastructure Services	4.4		Conduct training In Progress		
4	Produce a Meander Valley Municipal Emergency Control Centre Plan (MECC) Responsible Officer: Administration Officer Infrastructure Services	4.4				Complete by 30 June In Progress

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	3. Infrastructure Services	Program number and title	3.2 Transport
Program Objective	To maintain the serviceability and integrity of Council's transport network.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <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 Achieved	Prepare maintenance budget items for 2019-2020 Achieved	Maintenance works completed Achieved
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 In Progress	Report to program in Annual Plan Review In Progress	Report to program in Annual Plan Review In Progress	Report to program in Annual Plan Review In Progress
3	Undertake footpath proactive defect inspections Responsible Officers: Director Works & Asset Management Coordinator	6.1			Undertake required inspections In Progress	Undertake required inspections In Progress

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	3. Infrastructure Services	Program number and title	3.3 Property Services
Program Objective	Operate property services in a safe and effective manner to satisfy public demand.		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (6) - Planned infrastructure services</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 Achieved	Award contract and undertake pre-opening inspection and required maintenance. Open pool 1 December Achieved	Operate pool to 1 March Achieved	
2	Co-ordinate building maintenance – general, reactive and programed Responsible Officer: Property Management Officer	6.1	Undertake required maintenance Achieved	Undertake required maintenance Achieved	Undertake required maintenance Achieved	Undertake required maintenance Achieved
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 Achieved	Report to program Achieved	Report to program Achieved	Report to program Achieved

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	3. Infrastructure Services	Program number and title	3.4 Parks & Recreation
Program Objective	To provide and maintain parks and recreation facilities throughout the Local Government Area.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <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 In Progress	Undertake required inspections Achieved	Undertake required inspections Achieved
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 Deferred	Review draft strategy Achieved	Report to Council. Prepare budget items for 2019-2020 In Progress	
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 Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved
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 Deferred	Conduct meeting and report on outcomes Achieved	Conduct meeting and report on outcomes Discontinued	
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 Achieved	Prepare budget items for 2019-2020 Achieved	Report to Council Achieved

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	3. Infrastructure Services	Program number and title	3.5 Asset Management and GIS
Program Objective	Provision of Asset and GIS services to assist the operations of Council.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <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	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 In Progress	Chair meeting and action improvement program In Progress	Chair meeting and action improvement program In Progress	Chair meeting and action improvement program In Progress
2	Prepare 2019-2020 Capital Works Program Responsible Officer: Asset Management Coordinator	6.1, 6.3, 6.6		Update Proposed Projects list Achieved	Prioritise and undertake further design and cost estimation In Progress	Annual program prepared for approval by Council Achieved
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 In Progress	Capitalisation of assets and recording in Conquest and GIS In Progress	Capitalisation of assets and recording in Conquest and GIS In Progress	Capitalisation of assets and recording in Conquest and GIS In Progress
4	Undertake road condition assessments and road revaluation. Responsible Officer: Asset Management Coordinator	6.1		Complete conditions assessments Achieved		Prepare revaluation for Audit Office Achieved

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	3. Infrastructure Services	Program number and title	3.6 Waste Management and Resource Recovery
Program Objective	To provide adequate, efficient, and affordable waste services within Meander Valley Local Government Area		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <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 Achieved	Manage Contract Achieved	Manage Contract Achieved	Manage Contract Achieved
2	Provision of landfill, waste transfer stations and resource recovery operations contract Responsible Officer – Senior Technical Officer	6.6	Manage Contract Achieved	Manage Contract Achieved	Manage Contract. Implement contract extension or issue new tender for services In Progress	Manage Contract Achieved
3	Provision of hard waste collection Responsible Officer: Senior Technical Officer	6.6		Undertake collection Achieved	Report to Council in Annual Plan Review Achieved	
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 Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved

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 Achieved		Ground and surface water monitoring Achieved	
6	Procurement of kerbside collection contracts to rural areas for waste and recycling. Responsible Officer: Senior Technical Officer	6.6	Finalise scope of service In Progress	Tender Contract In Progress	Council approval and award Contract Deferred	

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	3. Infrastructure Services	Program number and title	3.7 Stormwater Management
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>Future Direction (6) - Planned infrastructure services</p> <p><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 In Progress
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 Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved

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	3. Infrastructure Services	Program number and title	3.8 Sustainable Development
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>Future Direction (1) - A sustainable natural and built environment <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>Future Direction (2) - A thriving local economy <i>2.2 Economic development in Meander Valley is planned, maximizing existing assets and investment in infrastructure.</i></p> <p>Future Direction (6) - Planned infrastructure services <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 Achieved	Report on progress via quarterly meeting minutes Achieved	Report on progress via quarterly meeting minutes Discontinued	
2	Support the progress of the Hadspen Urban Growth Area Responsible Officer: Sustainable Development Project Manager	2.2	Report in Annual Plan Review In Progress	Report in Annual Plan Review In Progress	Report in Annual Plan Review In progress	Report in Annual Plan Review In Progress
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 Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved

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

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	4. Community & Development Services	Program number and title	4.1 Land Use & Planning
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	Future Direction (1) - A sustainable natural and built environment. <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 Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved
2	Process Planning Scheme Amendments Responsible Officer: Director Community & Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved
3	Process Improvement – Design, create & implement planning workflow into Property & Rating		Design Workflow Achieved	Create workflow within Property & Rating and test In Progress	Go Live with implemented workflows In Progress	

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	4. Community & Development Services	Program number and title	4.2 Building, Plumbing & Permit Authority 2016
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>Future Direction (1) - A sustainable natural and built environment.</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>Future Direction (3) Vibrant and engaged communities.</p> <p><i>3.2 Successful local events enhance community life.</i></p> <p>Future Direction (4) A healthy and safe community.</p> <p><i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p> <p>Future direction (5) Innovative leadership and community governance</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 Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved
2	Permit Authority – Process Notifiable Building Works (Category 3) Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved

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

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	4. Community & Development Services	Program number and title	4.3 Environmental Health
Program Objective	Manage Council's statutory obligations in relation to Environmental Protection and Preventative Health		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment. <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>Future Direction (4)- A healthy and safe community. <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 Achieved	Record Results Achieved	Record Results Achieved	Record Results Achieved
2	Inspect and register food premises annually Responsible Officer: Environmental Health Officer	4.1, 4.3	Issue annual registration for all premises Achieved	Inspections as per Schedule Achieved	Inspections as per Schedule Achieved	Inspections as per Schedule Achieved
3	Co-ordinate immunisation clinics Responsible Officer: Environmental Health Officer	4.1, 4.3		Complete Immunisation Program Achieved		

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	4. Community & Development Services	Program number and title	4.4 General Inspector
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	Future direction (4) - A healthy and safe community. <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 In Progress	
2	Fire Abatement Management Responsible Officer: General Inspector	4.3		Issue Notices Achieved	Issue Notices Achieved	
3	Investigate incidents and complaints regarding animal control Responsible Officer: General Inspector	4.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved

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	4. Community & Development Services	Program number and title	4.5 Natural Resource Management
Program Objective	Facilitate Natural Resource Management for Council and Community		
Link to Community Strategic Plan 2014 to 2024	Future Direction (1) - A sustainable natural and built environment. <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 Achieved	Implement activities In Progress	Implement activities In Progress	Implement activities Achieved
2	Prepare Management Plan for the Town Common Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Scope and collect relevant information In Progress	Prepare draft Plan In Progress	Consult re the Draft Plan In Progress	Submit Plan to Council for review In Progress

Action performance targets

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

Directorate	4. Community & Development Services	Program number and title	4.6 Community Development
Program Objective	Working with the community for the benefit of all		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (3) - Vibrant and engaged communities. <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>Future Direction (4) - A healthy and safe community. <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 Achieved	Conduct Forum and report on progress Achieved	Conduct Forum and report on progress Achieved
2	Deliver the Community Grants Program Responsible Officer – Community Development Manager	3.1, 3.2, 3.4, 4.1.	Acquit Round 1 and advertise Achieved	Acquit Round 2 and advertise Achieved	Acquit Round 3 and advertise Achieved	Acquit Final Round and advertise Conduct Grants Information Forum Achieved
3	Conduct GWTTA Art Exhibition Responsible Officer – Community Development Manager	3.1, 3.2	Establish event, venue format and procedures Achieved	Promote participation Achieved	Conduct exhibition Achieved	Review exhibition Achieved
4	Conduct a Festival of Small Halls concert Responsible Officer – Community Development Manager	3.1, 3.2,	Establish event venue, format and partnership Achieved	Promote event and sell tickets Achieved	Conduct event Achieved	Review event outcomes Achieved

5	Update the MV Community Safety Plan Responsible Officer – Community Development Manager	3.4, 4.1, 4.3	Assess previous plan Achieved	Draft the revised Plan Cancelled		
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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	4. Community & Development Services	Program number and title	4.7 Services To Young People
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>Future Direction (3) - Vibrant and engaged communities</p> <p><i>3.1 Creativity and learning are part of daily life across the communities of Meander Valley.</i></p> <p><i>3.2 Successful local events enhance community life.</i></p> <p><i>3.3 Educations and training opportunities are available to everyone across the local government areas.</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> <p><i>3.5 Young people have the opportunity to be engaged in community life.</i></p> <p>Future Direction (4) - A healthy and safe community.</p> <p><i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i></p> <p><i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation.</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	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 Achieved	Conduct and report Achieved	Conduct and report Achieved	Conduct and report Evaluate overall outcomes Achieved
2	Conduct Stepping Stones Camps Responsible Officer: Community Officer	3.1, 3.3, 3.4, 4.1, 4.2.	Conduct program In Progress	Conduct program Achieved	Conduct program Achieved	Conduct program and evaluate overall outcomes Achieved
3	Conduct 'National Youth Week' Event Responsible Officer: Community Officer	3.1, 3.2, 3.5, 4.1.			Prepare and advertise event In progress	Conduct event Achieved
4	Facilitate outdoor recreation programs Responsible Officer: Community Officer	3.1, 3.3, 4.1, 4.2.	Conduct program In Progress	Conduct program Achieved	Conduct program Achieved	Conduct program Achieved

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	4. Community & Development Services	Program number and title	4.8 Recreation and Sport Services
Program Objective	To provide current and future recreation and sport programs and facilities		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p>Future Direction (4) - A healthy and safe community. <i>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and massive recreation.</i></p> <p>Future direction (5) - Innovative leadership and community governance. <i>5.3 Evidence based decision making engages the community and is honest, open and transparent.</i></p> <p>Future Direction (6) - Planned infrastructure services. <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 Achieved	Conduct meeting Achieved	Conduct meeting Achieved	Conduct meeting Achieved
2	Co-ordinate usage and promotion of Sport and Recreation facilities	4.2, 6.4	Conduct all users meeting Achieved	Liaise with User Groups Achieved	Conduct all users meeting Achieved	Liaise with User Groups Achieved

Action performance targets

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

Directorate	4. Community & Development Services	Program number and title	4.9 Recreation Facilities Management
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>Future direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i></p> <p>Future Direction (3) - Vibrant and engaged communities. <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>Future Direction (4) -A healthy and safe community. <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>Future direction (6) - Planned infrastructure services. <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 In Progress	Report proposed changes In Progress	Draft Final Plan In Progress	Seek endorsement of Plan In Progress
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 Achieved	Promote facilities Achieved	Promote facilities In Progress	Review and assess promotion strategies In Progress
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 Achieved	Develop Plan In Progress	Report on progress In Progress	Seek endorsement of Plan In Progress

Action performance targets

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

Directorate	4. Community & Development Services	Program number and title	4.10 Business Engagement
Program Objective	Working with the small business community to increase participation, innovation and partnership		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (2) – A thriving local economy</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>Future Direction (3) - Vibrant and engaged communities.</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 Achieved	Report on progress In Progress	Report on progress In Progress	Report on progress In Progress
2	Establish a regular Small Business Bulletin Responsible Officer – Business Engagement Officer	2.1, 2.4, 3.3	Compile and distribute Achieved	Compile and distribute Achieved	Compile and distribute Achieved	Compile and distribute Achieved
3	Develop a 'Chamber of Commerce' strategy for Meander Valley Responsible Officer – Business Engagement Officer	2.1		Report on Strategy direction and stakeholder input In Progress	Complete Strategy In Progress	
4	Establish a Small Business Resource Register Responsible Officer – Business Engagement Officer	2.4,2.5, 3.3			Establish Register In Progress	Promote Register In Progress

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	5. Works	Program number and title	5.1 Parks, Reserves, Sports Grounds and Cemeteries
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	Future Direction (6) - Planned infrastructure services <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 Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved
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 Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved

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	5. Works	Program number and title	5.2 Roads
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	Future Direction (6) - Planned infrastructure services <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 Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved
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 Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved

Action performance targets

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

Directorate	5. Works	Program number and title	5.3 Toilets, Street Cleaning and Litter Collection
Program Objective	To ensure public toilets and streets are maintained in a clean and tidy condition.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <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 Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved
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 Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved

Action performance targets

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

Directorate	5. Works	Program number and title	5.4 Urban Stormwater
Program Objective	To provide and maintain an effective urban storm water drainage system		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6)- Planned infrastructure services <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 Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved
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 Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved

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	5. Works	Program number and title	5.5 Plant
Program Objective	To provide plant and equipment that suits Councils activities and is financially sustainable		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <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 Achieved	
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 Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved

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	5. Works	Program number and title	5.6 Management
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	Future Direction (6) - Planned infrastructure services <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 Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved
2	Undertake assessment on Works Depots and and provide report to Council Responsible Officer: Works Director	6.6	Commence assessment Achieved		Finalise report and present to Council Achieved	

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

ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor Nott moved and Councillor Sherriff 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 Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

Council moved to Closed Session at 4.52pm

128/2019 CONFIRMATION OF MINUTES

Confirmation of Minutes of the Closed Session of the Ordinary Council Meeting held on 11 June, 2019.

129/2019 LEAVE OF ABSENCE

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

130/2019 CONTRACT NO. 203 2018-19 – WESTBURY ROAD ROUNDAABOUT AND ACCESS ROAD

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

Council returned to Open Session at 5.00pm

Cr Cameron moved and Cr Kelly seconded ***“that the following decision taken by Council in Closed Session be released for the public’s information –***

that Council awards Contract No. 203-2018/19 Westbury Road Roundabout and Access Road project to Andrew Walters Constructions Pty Ltd.”

The motion was declared CARRIED with Councillors Bower, Cameron, Johnston, Kelly, King, Nott, Sherriff and Synfield voting for the motion.

The meeting closed at 5.04pm

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WAYNE JOHNSTON (MAYOR)