

Meander Valley Council

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

ORDINARY AGENDA

COUNCIL MEETING

**Tuesday 15 January 2019
at 4.00pm**

COUNCIL MEETING VISITORS

Visitors are most welcome to attend Council meetings.

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

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

SECURITY PROCEDURES

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



PO Box 102, Westbury,
Tasmania, 7303

Dear Councillors

I wish to advise that an ordinary meeting of the Meander Valley Council will be held at the Westbury Council Chambers, 26 Lyall Street, Westbury, on **Tuesday 15 January 2019 at 4.00pm.**

Martin Gill
GENERAL MANAGER

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Evacuation and Safety:

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

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

Agenda for an Ordinary Meeting of the Meander Valley Council to be held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 15 January 2019 at 4.00pm.

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

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

COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING:

Date :	Items discussed:
18 December 2018	<ul style="list-style-type: none">• Meeting with Tania Rattray MLC• Council Induction• Election Priorities

ANNOUNCEMENTS BY THE MAYOR:

Wednesday 12 December 2018

Deloraine High School – Presentation Evening

Wednesday 26 December 2018

Westbury Cycling Criterium

DECLARATIONS OF INTEREST:

TABLING OF PETITIONS:

PUBLIC QUESTION TIME

General Rules for Question Time:

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

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

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

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

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

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

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

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

There will be no debate on any questions or answers.

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

Questions on notice and their responses will be minuted.

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

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

Notes

- Council officers may be called upon to provide assistance to those wishing to register a question, particularly those with a disability or from non-English speaking cultures, by typing their questions.
- The Chairperson may allocate a maximum time for each question, depending on the complexity of the issue, and on how many questions are asked at the meeting. The Chairperson may also indicate when sufficient response to a question has been provided.
- Limited Privilege: Members of the public should be reminded that the protection of parliamentary privilege does not apply to local government, and any statements or discussion in the Council Chamber or any document, produced are subject to the laws of defamation.

For further information please telephone 6393 5300 or visit www.meander.tas.gov.au

PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – DECEMBER 2018

Nil

2. PUBLIC QUESTIONS WITH NOTICE – JANUARY 2019

Nil

3. PUBLIC QUESTIONS WITHOUT NOTICE – JANUARY 2019

COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – DECEMBER 2018

Nil

2. COUNCILLOR QUESTIONS WITH NOTICE – JANUARY 2019

Nil

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – JANUARY 2019

DEPUTATIONS BY MEMBERS OF THE PUBLIC

NOTICE OF MOTIONS BY COUNCILLORS

Nil

CERTIFICATION

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

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

A handwritten signature in black ink, appearing to read 'M Gill', with a long, sweeping horizontal line extending to the right across the page.

Martin Gill
GENERAL MANAGER

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

C&DS 1 2018-2019 COMMUNITY INCENTIVE GRANTS **APPLICATION ASSESSMENTS - ROUND 3 -** **DECEMBER 2018**

1) Introduction

The purpose of this report is to present for Council approval, the recommendations of the Community Grants Committee for Community Incentive Grants Round 3.

2) Background

The total Grants allocation for the year is \$98,200 (1% of the General Rate). \$5,000 of this sum is reserved for Council's policy for refunding regulatory fees to community groups, \$5,000 is allocated to Council's Townscape Incentive Grants Scheme and \$5,000 is earmarked for individual sponsorships and establishment grants. This leaves a balance of \$83,200 for community grants. With four (4) rounds each year, the Committee aims to work to an amount of 25% of the balance each quarter. For 2018-19, this is \$20,800. The previous rounds were undersubscribed therefore allowing for a slight increase in this round.

Councillor Stephanie Cameron and Councillor Tanya King, Jonathan Harmey (Director Corporate Services) and Neville Scott (General Inspector) met on 17 December 2018 to consider the applications received. They were supported by Patrick Gambles (Community Development Manager), Merrilyn Young (Executive Assistant) and Daniel Smedley (Sport & Community Coordinator).

3) Strategic/Annual Plan Conformance

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

- Future Direction (3): Vibrant and engaged communities
- Future Direction (4): A healthy and safe community

4) Policy Implications

The Grants assessment process was undertaken in accordance with the guidelines attached to the Community Incentive Grants Policy No 82.

5) Statutory Requirements

Section 77 of the Local Government Act 1993 – *'Details of any grant made are to be included in the Annual Report of the Council'*

6) Risk Management

Not applicable.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

Advice and assistance is provided to applicants on request. The Community Grants program is communicated through community networks and the media. An Information and Guidelines Kit is available from the Council website with hard copies on hand at Council reception. A Grants Information Forum is held annually in May.

9) Financial Impact

The awarding of grants is made within the limits of the annual budget allocation which is spread over four rounds throughout the year.

10) Alternative Options

Council can amend or elect not to approve the Committee's recommendations.

11) Officers Comments

Regulatory Fees Refund Scheme

There have been no requests for fee refunds during the period September-December 2018.

Individual Sponsorship Requests

The following requests have been approved by the General Manager during the period September-December 2018:

Individual	Location	Purpose	\$
Callie Frost	Deloraine	Show Horse Nationals – VIC	150
Mackenzie Cooper	Hagley	Rugby Australia Youth National 7's Championships – QLD	150
Seth Pfeiffer	Carrick	Secondary All School Athletics Championships – QLD	150
Amelia Duffy	Prospect Vale	2019 Australian Indoor Hockey Championships - NSW	150
			600

Grant Applications from Organisations

Sixteen grant applications were received for the round, totalling requests of \$36,950, a range of factors were considered to achieve a fair distribution. The recommended outcomes are indicated in the final column of the following table:

Organisation	Project	Project Cost	Grant Requested	Grant Recommended
Deloraine House	Defibrillator	\$2,765	\$2,765	\$1,500
Deloraine Ladies Probus	Club history 2009/2019	\$832	\$692	\$500
Hadspen Cricket Club	BBQ area	\$8,896	\$2,896	-
Launceston City Devils Jnr Soccer Club	Equipment replacement	\$2,908	\$2,908	\$2,000
Little Laneway Fringe Festival	Staging equipment	\$5,700	\$3,000	\$2,000
Lions Club of Riverside	Special children's magic show	\$300	\$300	\$300
Mole Creek Progress Association	Recreation area & playground plan	\$3,784	\$3,000	\$3,000
Pony Club Tasmania (Northern Zone)	Show Jumping State Champs	\$2,780	\$2,000	\$2,000
Pony Club Tasmania (Northern Zone)	Northern Zone defibrillator	\$3,000	\$2,500	-

Prospect Hawks Junior Football Club	Playing apparel renewal 2019-22	\$27,300	\$3,000	\$1,500
Prospect Park Sports Club	Reverse cycle air-conditioner	\$6,400	\$3,000	\$3,000
Tasmanian Garlic & Tomato Festival	Responsible rubbish collection	\$490	\$490	\$490
Westbury Community Garden	Yarning circle	\$7,410	\$3,000	-
Westbury Cricket Club	Balls - junior cricket	\$2,500	\$2,000	\$1,000
Westbury RSL Sub Branch	Portable public address system	\$2,639	\$2,399	\$2,000
Western Tiers Film Society	Little Theatre sound system upgrade	\$37,649	\$3,000	\$3,000
		\$115,353	\$36,950	\$22,290

13 allocations equalling \$22,290 are recommended for approval by Council. These have a total project cost of \$96,047. In addition, associated voluntary labour is estimated in excess of \$12,000.

Three (3) applications did not receive funding in this round for the following reasons:

Organisation	Project	Grant Requested	Reason (s)
Hadspen Cricket Club	BBQ area	\$2,896	As the bbq is proposed to be constructed on Council land further discussion on ownership, location and alternative options is required.
Pony Club Tasmania (Northern Zone)	Northern Zone defibrillator	\$2,500	Recommended to receive a grant of \$2,000 in this round, the defibrillator is for a state-wide body and with the benefit to the Meander Valley Council area limited the project was given a lower priority.
Westbury Community Garden	Yarning circle	\$3,000	Decision deferred pending further information being received from the applicant.

AUTHOR: Patrick Gambles
COMMUNITY DEVELOPMENT MANAGER

12) Recommendation

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

Organisation	Project	Grant Recommended
Deloraine House Inc	Defibrillator	\$1,500
Deloraine Ladies Probus Inc	Club history 2009/2019	\$500
Launceston City Devils Junior Soccer Club Inc	Equipment replacement	\$2,000
Little Laneway Fringe Festival	Staging equipment	\$2,000
Lions Club of Riverside Inc	Special children's magic show	\$300
Mole Creek Progress Association Inc	Recreation area & playground	\$3,000
Pony Club Tasmania Inc (Northern Zone)	Show Jumping State Championships	\$2,000
Prospect Hawks Junior Football Club Inc	Playing apparel renewal 2019-22	\$1,500
Prospect Park Sports Club Inc	Reverse cycle air-conditioner	\$3,000
Tasmanian Garlic & Tomato Festival Inc	Responsible rubbish collection	\$490
Westbury Cricket Club Inc	Balls - junior cricket	\$1,000
Westbury RSL Sub Branch Inc	Portable public address system	\$2,000
Western Tiers Film Society	Little Theatre sound system upgrade	\$3,000
		\$22,290

DECISION:

GOV 1 2018-2019 ANNUAL PLAN – QUARTERLY REVIEW – DECEMBER 2018

1) Introduction

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

2) Background

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

3) Strategic/Annual Plan Conformance

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

4) Policy Implications

Not applicable.

5) Statutory Requirements

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

6) Risk Management

Not applicable.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

Not applicable.

9) Financial Impact

Not applicable.

10) Alternative Options

Not applicable.

11) Officers Comments

In the December quarter there were 93 targets.

Of these targets – 74 were achieved, 17 in progress and 2 deferred.

Directorate: Corporate Services
Program 2.3 Information Technology
Activity 2.3.1 Maintenance and upgrade of IT infrastructure
Target: Complete rolling replacement of PC's
Comment: Delayed due to inclusion of Councillor communication equipment following elections and supplier delivery delay.

Directorate: Corporate Services
Program 2.5 Human Resources
Activity 2.5.3 Performance Review System
Target: Ensure all inside employee salary reviews have been completed
Comment: Policy change for salary reviews to be completed in the March quarter.

Directorate: Community & Development Services
Program: Community Development
Activity: Update the MV Community Safety Plan
Target: Draft the revised Plan
Comment: The Community Safety Plan is no longer required as discussed with Councillors at a workshop.

AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation

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

DECISION:

Meander Valley Council

Annual Plan 2018-2019



Meander Valley Council
WORKING TOGETHER



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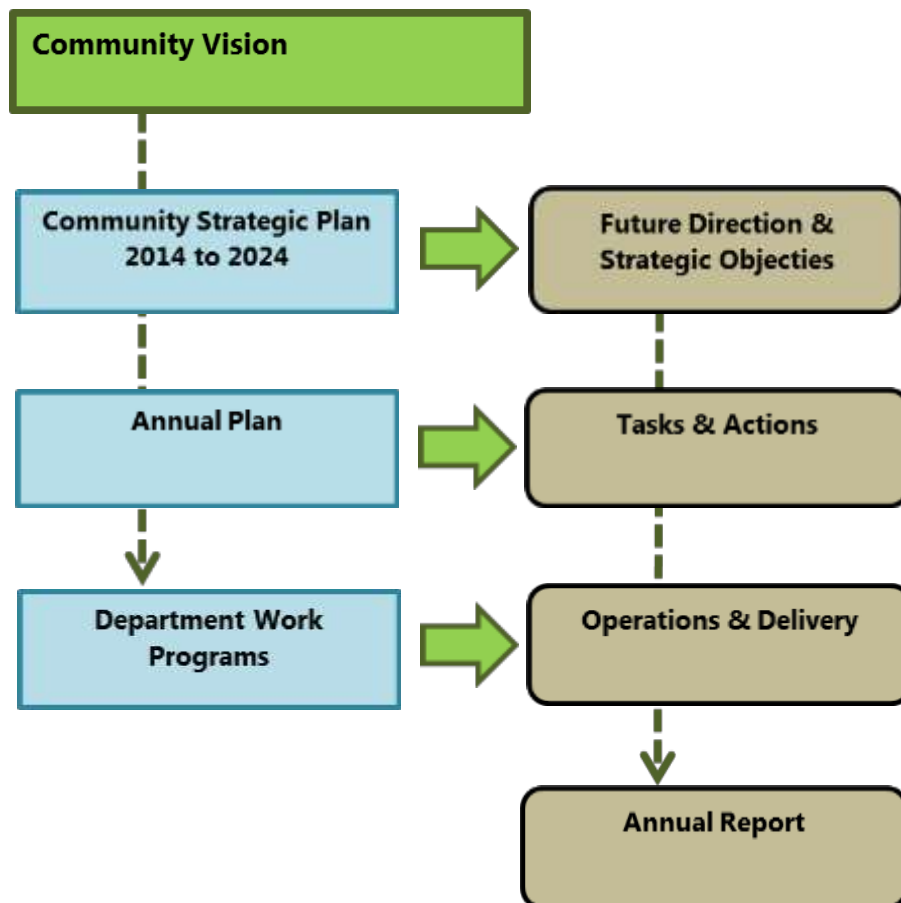
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ANNUAL PLAN OVERVIEW

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	Prepare quarterly review. Prepare 2018/19 Annual Plan
2	Prepare Annual Report & Conduct Annual General Meeting (AGM) Responsible Officer: Executive Assistant	5.6	Complete draft for printing 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	Review as per schedule
4	Conduct Australia Day (AD) event Responsibility – Executive Assistant Responsible Officer: Executive Assistance	3.2	Review AD criteria. Call for nominations Achieved	Assess nominations. Plan civic function Achieved	Conduct a civic function on AD	

5	Review the Community Strategic Plan 2014 to 2024 Responsible Officer: General Manager			Undertake review Achieved	Update	
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	Action the framework
2	Implement the Internal Audit Program Responsible Officer: Risk & Safety Officer	5.4	Review of Audit outcomes Achieved		Review of Audit outcomes	

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	Conduct quarterly meeting
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	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	Conduct quarterly meeting

Action performance targets

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

Directorate	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	Attend NTDC Local Government Committee Meeting
2	Participate in Resource Sharing Implementation project with other Councils in the northern region Responsible Officer: General Manager	5.6		Prepare Implementation Plan In Progress		Prepare Project Plans
3	Promote investment in Meander Valley to support the growth of identified industry sectors Responsible Officer: General Manager	2.2	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress	Identify opportunities and report on progress
4	Continue to implement actions contained in the Communication Action Plan Responsible Officer: Communications Officer	2.3	Review progress and reset priorities Achieved	Report on progress via the Briefing Reports Achieved	Report on progress via the Briefing Reports	Report on progress via the Briefing Reports

Action performance targets

No.	Performance target
2	Complete Review and implement changes

4	Report on new development opportunities where commercial in confidence arrangements allow
5	Complete work plan for 2018 – 2019 FY.

Corporate Services

Directorate	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	Achieve activity performance target
2	Fresh Municipal Valuation	5.2			Commence preliminary valuation data analysis	Property valuation database updated
3	Complete State Authority returns Responsible Officer: Rates Officer	5.6	Initial State Fire and Treasury pensioner claims and Annual State Fire Levy data return Achieved			Final State Fire and Treasury pensioner claims
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	Achieve activity performance target
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	Annual renewals as per schedule incl. Public Liability and PI, ISR, Workers Comp. and MV

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

No.	Performance target
1	<ul style="list-style-type: none"> ▪ 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
2	Coordinate the development and adoption of Budget and Rating recommendations with statutory timeframes Responsible Officer: Director Corporate Services	5.2			Determine budget update program	Present budget, fees and charges to Council in June
3	Annual external reporting Responsible Officer: Senior Accountant	5.6	Produce Statutory Accounts and complete KPI consolidated data sheets Achieved			Prepare end of year timetable for Statutory Accounts and Audit
4	Issue BAS, FBT and Payroll Tax returns within legislative timeframes Responsible Officer: Senior Accountant	5.6	Submit BAS and Payroll Tax returns on time Achieved	Submit BAS and Payroll Tax returns on time Achieved	Submit BAS and Payroll Tax returns on time	Submit BAS and Payroll Tax returns on time
5	Provide internal financial management reports on a timely basis for decision making Responsible Officer: Senior Accountant	5.3	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target	Achieve activity performance target

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

Action performance targets

No.	Performance target
5	<ul style="list-style-type: none"> ▪ 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		
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	Maintain records in accordance with legislation
2	Annual Archive Disposal Responsible Officer: Information Management Officer	5.6	Arrange for removal of documents due for disposal Achieved			List documents due for disposal

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
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	Report to Directors on quarterly training to be delivered
3	Performance Review System Responsible Officers: HR/Payroll Officer & Directors	5.4	Ensure all employee performance reviews have been completed 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	Review the current year's performance reviews and recommend any changes required

4	Provide administrative support to the Workplace Consultative Committee in negotiating a new Workplace Agreement	5.4		Commence new Workplace Agreement bargaining process Achieved	Continue Workplace Agreement bargaining process	Finalise new Workplace Agreement
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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	Advise information in the Briefing Report

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	Chair quarterly meeting
2	Support the operation of the Meander Valley SES unit through ongoing management of the MOU Responsible Officer: Director Infrastructure	4.4	Report to Council in Annual Plan Review 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

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
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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	Maintenance works completed
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018/2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1, 6.3	Report to program in Annual Plan Review In Progress	Report to program in Annual Plan Review In Progress	Report to program in Annual Plan Review	Report to program in Annual Plan Review
3	Undertake footpath proactive defect inspections Responsible Officers: Director Works & Asset Management Coordinator	6.1			Undertake required inspections	Undertake required inspections

Action performance targets

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

Directorate	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	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	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	
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	Undertake required maintenance
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Property Management Officer		Report to program Achieved	Report to program Achieved	Report to program	Report to program

Action performance targets

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

Directorate	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	Undertake required inspections
2	Complete the Strategic Plan for Council's Play Space areas for Hadspen and Prospect Vale Responsible Officer: Project Manager Infrastructure	6.6	Community consultation Deferred	Review draft strategy Achieved	Report to Council. Prepare budget items for 2019-2020	
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review	Report to program in Annual Plan Review
4	Provide support to the Townscape Reserves and Parks Special Committee (TRAP) Responsible Officer: Project Manager Infrastructure	6.6	Conduct meeting and report on outcomes Deferred	Conduct meeting and report on outcomes Achieved	Conduct meeting and report on outcomes	Conduct meeting and report on outcomes
5	Commence the Strategic Plan for Council's Bike Network and Recreational Cycling Responsible Officer: Project Manager Infrastructure	6.6		Issue Request for Expressions of Interest Achieved	Prepare budget items for 2019-2020	Report to Council

Action performance targets

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

Directorate	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	Chair meeting and action improvement program
2	Prepare 2019-2020 Capital Works Program Responsible Officer: Asset Management Coordinator	6.1, 6.3, 6.6		Update Proposed Projects list Achieved	Prioritise and undertake further design and cost estimation	Annual program prepared for approval by Council
3	Update asset information including - capitalisation of assets in Conquest - undertake road revaluation Responsible Officer: Asset Management Coordinator	6.1	Capitalisation of assets and recording in Conquest and GIS In Progress	Capitalisation of assets and recording in Conquest and GIS In Progress	Capitalisation of assets and recording in Conquest and GIS	Capitalisation of assets and recording in Conquest and GIS
4	Undertake road condition assessments and road revaluation. Responsible Officer: Asset Management Coordinator	6.1		Complete conditions assessments Achieved		Prepare revaluation for Audit Office

Action performance targets

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

Directorate	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	Manage Contract
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.	Manage Contract
3	Provision of hard waste collection Responsible Officer: Senior Technical Officer	6.6		Undertake collection Achieved	Report to Council in Annual Plan Review	
4	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review	Report to program in Annual Plan Review

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

Action performance targets

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

Directorate	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
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	Report to program in Annual Plan Review

Action performance targets

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

Directorate	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	Report on progress via quarterly meeting minutes
2	Support the progress of the Hadspen Urban Growth Area Responsible Officer: Sustainable Development Project Manager	2.2	Report in Annual Plan Review In Progress	Report in Annual Plan Review In Progress	Report in Annual Plan Review	Report in Annual Plan Review
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2018-2019 Capital Works Program Responsible Officer: Director Infrastructure Services	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review	Report to program in Annual Plan Review

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

Action performance targets

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

Community and Development Services

Directorate	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	Performance Target
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	Performance Target
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	

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	Performance Target
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	Performance Target
3	Permit Authority – Manage outstanding Building Completions and Illegal Works Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3				Reduce outstanding completions by 10%

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

Action performance targets

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

Directorate	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	Record Results
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	Inspections as per Schedule
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	
2	Fire Abatement Management Responsible Officer: General Inspector	4.3		Issue Notices Achieved	Issue Notices	
3	Investigate incidents and complaints regarding animal control Responsible Officer: General Inspector	4.3	Performance Target Achieved	Performance Target Achieved	Performance Target	Performance Target

Action performance targets

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

Directorate	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	Implement activities
2	Prepare Management Plan for the Town Common Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Scope and collect relevant information In Progress	Prepare draft Plan In Progress	Consult re the Draft Plan	Submit Plan to Council for review

Action performance targets

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

Directorate	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	Conduct Forum and report on progress
2	Deliver the Community Grants Program Responsible Officer – Community Development Manager	3.1, 3.2, 3.4, 4.1.	Acquit Round 1 and advertise Achieved	Acquit Round 2 and advertise Achieved	Acquit Round 3 and advertise	Acquit Final Round and advertise Conduct Grants Information Forum
3	Conduct GWTTA Art Exhibition Responsible Officer – Community Development Manager	3.1, 3.2	Establish event, venue format and procedures Achieved	Promote participation Achieved	Conduct exhibition	Review exhibition
4	Conduct a Festival of Small Halls concert Responsible Officer – Community Development Manager	3.1, 3.2,	Establish event venue, format and partnership Achieved	Promote event and sell tickets Achieved	Conduct event	Review event outcomes
5	Update the MV Community Safety Plan Responsible Officer – Community Development Manager	3.4, 4.1, 4.3	Assess previous plan Achieved	Draft the revised Plan Cancelled	Submit Plan to Council for endorsement	

Action performance targets

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

Directorate	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>3.1 Creativity and learning are part of daily life across the communities of Meander Valley.</p> <p>3.2 Successful local events enhance community life.</p> <p>3.3 Educations and training opportunities are available to everyone across the local government areas.</p> <p>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</p> <p>3.5 Young people have the opportunity to be engaged in community life.</p> <p>Future Direction (4) - A healthy and safe community.</p> <p>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</p> <p>4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation.</p>		

Operational detail

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

Action performance targets

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

Directorate	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	Conduct meeting
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	Liaise with User Groups

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	Seek endorsement of Plan
2	Implement promotion and marketing of indoor recreation facilities to current and prospective users Responsible Officer: Recreation Coordinator	3.5, 4.1, 4.2, 6.4.	Promote facilities Achieved	Promote facilities Achieved	Promote facilities	Review and assess promotion strategies
3	Develop a Draft Long Term Capital Asset Expenditure Plan for recreation facilities Responsible Officer: Recreation Coordinator	1.1, 4.1, 4.2, 6.1, 6.4	Complete research and design Achieved	Develop Plan In Progress	Report on progress	Seek endorsement of Plan

Action performance targets

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

Directorate	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	Report on 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	Compile and distribute
3	Develop a 'Chamber of Commerce' strategy for Meander Valley Responsible Officer – Business Engagement Officer	2.1		Report on Strategy direction and stakeholder input In Progress	Complete Strategy	
4	Establish a Small Business Resource Register Responsible Officer – Business Engagement Officer	2.4,2.5, 3.3			Establish Register	Promote Register

Action performance targets

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

Works

Directorate	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	Report to Annual Plan review
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.1, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review	Report to Annual Plan review

Action performance targets

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

Directorate	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	Report to Annual Plan Review
2	Plan and deliver capital works projects and provide progress report to Council Responsible Officer: Works Director, Works Supervisors & Works Officers	6.3, 6.6	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review	Report to Annual Plan Review

Action performance targets

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

Directorate	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	Report to Annual Plan review
2	Undertake cleaning of toilets in accordance with the current level of service Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review	Report to Annual Plan review

Action performance targets

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

Directorate	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	Report to Annual Plan review
2	Plan and deliver capital work projects and provide progress report to Council Responsible Officers: Works Director, Works Supervisors and Works Officers	6.1, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review	Report to Annual Plan review

Action performance targets

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

Directorate	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	
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	Report to Annual Plan review

Action performance targets

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

Directorate	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	Report to Annual Plan Review
2	Undertake assessment on Works Depots and and provide report to Council Responsible Officer: Works Director	6.6	Commence assessment Achieved		Finalise report and present to Council	

Action performance targets

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

GOV 2 APPOINTMENT OF ACTING GENERAL MANAGER

1) Introduction

The purpose of this report is for Council to consider the appointment of an Acting General Manager while the General Manager is on annual leave.

2) Background

Section 61B(4) of the Local Government Act 1993 states:

The council may appoint a person to act in the office of general manager during every absence of the general manager.

The General Manager is taking Annual Leave from 29 January 2019 to 1 February 2019 inclusive.

3) Strategic/Annual Plan

Not applicable.

4) Policy Implications

Not applicable.

5) Statutory Requirements

Section 61B - Local Government Act 1993

6) Risk Management

Not applicable.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

Not applicable.

9) Financial Impact

There is no additional cost to Council.

10) Alternative Options

Council can elect to appoint another council officer to the position.

11) Officers Comments

It is proposed that Council appoints the Director Corporate Services, Mr Jonathan Harmey, as the Acting General Manager from 29 January 2019 to 1 February 2019 inclusive.

AUTHOR: Martin Gill
GENERAL MANAGER

12) Recommendation

It is recommended that Council appoints the Director Corporate Services, Mr Jonathan Harmey, as the Acting General Manager from 29 January 2019 to 1 February 2019 inclusive when the General Manager is on Annual Leave.

DECISION:

CORP 1 COUNCIL AUDIT PANEL RECEIPT OF MINUTES

1) Introduction

The purpose of this report is for Council to receive the minutes of the Council Audit Panel meeting held on 18 December 2018.

2) Background

Council's Audit Panel met on 18 December 2018 with the minutes attached for Council's information and receipt.

3) Strategic/Annual Plan Conformance

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

- Future direction (5) - Innovative leadership and community governance

4) Policy Implications

Not applicable.

5) Statutory Requirements

Sections 85, 85A and 85B of the Local Government Act 1993 and the Local Government (Audit Panels) Order 2014.

6) Risk Management

Not applicable.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

Not applicable.

9) Financial Impact

Not applicable.

10) Alternative Options

Not applicable.

11) Officers Comments

The attached minutes of the Audit Panel meeting held on 18 December 2018 have been endorsed by the Audit Panel Chairman and are provided for Council's information. The minutes are required to be provided to Council after each Audit Panel meeting under Council's Audit Panel Charter.

AUTHOR: Jonathan Harmey
DIRECTOR CORPORATE SERVICES

12) Recommendation

It is recommended that Council receive the minutes of the Council Audit Panel meeting held on 18 December 2018 as follows:



Audit Panel Minutes

Meeting Time & Date: 10am, 18 December 2018

Venue: Meander Valley Council

Present:

Chairman Steve Hernyk

Councillor Susie Bower

Mr Chris Lyall

Councillor Frank Nott

In Attendance:

Martin Gill, General Manager

Justin Marshall, Senior Accountant

Jon Harmey, Director Corporate Services

Sam Bailey, Risk & Safety Officer

Dino De Paoli, Director Infrastructure Services

Susan Ellston, Finance Officer

Lynette While, Director Community & Development Services

Apologies:

Matthew Millwood, Director Works

ORDER OF BUSINESS

ITEM

1. Declaration of Pecuniary Interests/conflict of interest

Nil.

2. Adoption of Previous Minutes

It was resolved that the minutes of the meeting held on 26 June 2018 be received and confirmed.

3. Outstanding from previous meeting - Action Sheet

The Panel reviewed the Action Sheet and discussed the following items -

3.1. Review Delegation process and exercise of these

Present re-issued document to Panel for review.

3.2 Review Asset Management Strategy

Defer to March 2019 Audit Panel Meeting.

3.3 Review Asset Management Policy

Defer to March 2019 Audit Panel Meeting.

3.4 Review performance of plans., strategies and policies including performance against identified benchmarks

Provide a copy of the Minutes from the Asset Management Meeting for next Panel Meeting for review by Panel - Carry forward to next Audit Panel Meeting.

3.5 Review management's implementation of audit recommendations

Panel members and management to consider auditable areas for next years internal audit programme for next Panel meeting - Carry forward to next Audit Panel Meeting.

3.6 Review WH&S

Provide a copy of Minutes from the Workplace Consultative Committee Meeting Minutes for review by Panel - Carry forward to next Audit Panel Meeting.

3.7 Review Business Continuity Plan

Provide a copy of final BCP for review by Panel.

CORP 1

<p>4. Review Annual Meeting Schedule and Work Plan</p> <ul style="list-style-type: none"> - No matters for discussion.
<p>Governance and Strategy</p>
<p>5. Review policies & procedures</p> <ul style="list-style-type: none"> - No policies to review.
<p>6. Review performance of plans, strategies and policies including performance against identified benchmarks.</p> <ul style="list-style-type: none"> - General Manager presented a Verbal Report. Performance is tracking comfortably against identified benchmarks. <p>Received and Noted.</p>
<p>Financial and Management Reporting</p>
<p>7. Review most current results and report any relevant findings to Council</p> <ul style="list-style-type: none"> - The financial Reports were tabled as per circulation in the November Briefing Reports to Councillors. <p>Received and Noted.</p>
<p>8. Review any business unit or special financial reports</p> <ul style="list-style-type: none"> - No Matters to report.
<p>Internal Audit</p>
<p>9. Consider any available audit reports</p> <ul style="list-style-type: none"> - Internal Audit/s completed and reports were tabled. <p>Reports were Received and Noted.</p>
<p>10. Review management's implementation of audit recommendations</p> <ul style="list-style-type: none"> - No follow-up for Audit Corrective Actions required. <p>Reports were Received and Noted.</p>
<p>External Audit</p>
<p>11. Consider any available audit reports</p> <ul style="list-style-type: none"> - The Report from Roads to Recovery Program 2018 from TAO was circulated along with the Annual Report to Parliament also from TAO. It was noted there were no actions from either report. <p>Reports were Received and Noted.</p>
<p>12. Review management's implementation of audit recommendations</p> <ul style="list-style-type: none"> - It was noted there were no matters raised by the TAO. The Chairman acknowledged the good work of Justin and Jonathan and their staff in not having any TAO findings through the audit process <p>Received and Noted.</p>

13. Consider any performance audit reports that will be undertaken by the Tas Audit Office and address implications for the Council

- None to report.

Risk Management and Compliance

14. Receive material risk management reports (risk profile, risk management and treatment and periodical/rotational risk review)

- All suggestions recommended to Risk & Safety Officer have been received well and have been comprehensively implemented.

Received and Noted.

15. Review Business Continuity Plan

- A successful BCP scenario was carried out in November 2018. A report has now been prepared. The BCP has been reviewed and updated.

Received and Noted.

16. Review W H & S Management process

- Verbal Report

Received and Noted.

17. Monitor any major claims or lawsuits by or against the Council and complaints against the Council

- Council has received a compensation claim from a property owner in relation to the alleged failed waste water system.
- Council has been cleared of any alleged maladministration of the sale of a property for unpaid rates.
- Council will progress with an appeal to be lodged in the High Court in relation to Southern Cross Care. Panel are content with council's protocol in handling the risk and do not want to jeopardise any High Court decision.

Received and Noted.

18. Oversee the investigation of any instances of suspected cases of fraud or other illegal and unethical behaviour

- No matters to report.

Other Business

Meeting close

This meeting closed at 11:06 am.

Next Meeting

The next meeting to be held on Tuesday 26 March 2019 at 10:30 am.

DECISION:

CORP 2 FINANCIAL REPORTS TO 31 DECEMBER 2018

1) Introduction

The purpose of this report is to present Council's financial reports for the period ending 31 December 2018.

2) Background

The financial reports to 31 December 2018 are presented for Council's attention and include:

1. Consolidated operating statement with accompanying operating statements for the key operational areas of Council. These compare actual results with budget.
2. Exception and trends report.
3. A detailed list of capital works project expenditure to date.
4. A detailed list of capital resealing project expenditure to date.
5. A detailed list of capital gravelling project expenditure to date.
6. A summary of rates outstanding, including a comparison with the level of outstanding rates for the same period last year.
7. Cash reconciliation & investments summary.

3) Strategic/Annual Plan Conformance

The Annual Plan requires the financial reports to December 2018 be presented at the January 2019 Council meeting.

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

- Future direction (5) - Innovative leadership and community governance

4) Policy Implications

Not applicable.

5) Statutory Requirements

Not applicable.

6) Risk Management

Not applicable.

7) Consultation with State Government and other Authorities

Not applicable.

8) Community Consultation

Not applicable.

9) Financial Impact

Not applicable.

10) Alternative Options

Not applicable.

11) Officers Comments

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

AUTHOR: Justin Marshall
SENIOR ACCOUNTANT

12) Recommendation

It is recommended that Council receive the following financial reports for the period ended 31 December 2018:

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

DECISION:



Meander Valley Council

2019 Operating Statement as at 31-Dec-2018

	Actual 2019	Budget 2019	% of Budget
Total Council Operations			
Operating Revenue			
Rate Revenue	12,286,911	12,465,800	98.56%
Fees & User Charges	673,670	1,228,300	54.85%
Contributions & Donations	63,149	349,000	18.09%
Interest	438,073	785,400	55.78%
Grants & Subsidies	2,181,602	6,741,600	32.36%
Sale of Assets	-	216,000	0.00%
Other Revenue	385,080	756,500	50.90%
Total Operating Revenue	\$ 16,028,486	\$ 22,542,600	71.10%
Operating Expenditure			
Departments			
Governance	624,673	1,360,400	45.92%
Corporate Services	1,040,220	2,073,000	50.18%
Infrastructure Services	1,485,256	3,202,500	46.38%
Works	1,861,463	3,793,200	49.07%
Community & Development Services	1,228,712	2,659,600	46.20%
Maintenance & Working Expenses	\$ 6,240,324	\$ 13,088,700	47.68%
Interest	105,660	236,500	44.68%
Depreciation	2,567,750	5,135,500	50.00%
Payments to Government Authorities	595,983	1,192,000	50.00%
Administration Allocated	-	-	
Other Payments	77,916	274,700	28.36%
Total Operating Expenditure	\$ 9,587,633	\$ 19,927,400	48.11%
Operating Surplus/(Deficit)	\$ 6,440,852	\$ 2,615,200	



Meander Valley Council

2019 Operating Statement as at 31-Dec-2018

	Actual 2019	Budget 2019	% of Budget
General Administration			
Operating Revenue			
Rate Revenue	-	-	
Fees & User Charges	104,475	193,700	53.94%
Contributions & Donations	13,003	4,000	325.08%
Interest	-	-	
Grants & Subsidies	-	-	
Sale of Assets	-	-	
Other Revenue	1,808	500	361.56%
Total Operating Revenue	\$ 119,286	\$ 198,200	60.18%
Operating Expenditure			
Departments			
Governance	544,577	1,174,200	46.38%
Corporate Services	823,900	1,675,300	49.18%
Infrastructure Services	99,538	252,800	39.37%
Works	978	6,300	15.53%
Community & Development Services	59,789	116,000	51.54%
Maintenance & Working Expenses	\$ 1,528,782	\$ 3,224,600	47.41%
Interest	-	-	
Depreciation	110,250	220,500	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	(39,797)	(79,200)	50.25%
Other Payments	16,140	32,000	50.44%
Total Operating Expenditure	\$ 1,615,376	\$ 3,397,900	47.54%
Operating Surplus/(Deficit)	(\$ 1,496,089)	(\$ 3,199,700)	46.76%



Meander Valley Council

2019 Operating Statement as at 31-Dec-2018

	Actual 2019	Budget 2019	% of Budget
Roads Streets and Bridges			
Operating Revenue			
Rate Revenue	-	-	
Fees & User Charges	64,849	64,500	100.54%
Contributions & Donations	-	222,500	0.00%
Interest	-	-	
Grants & Subsidies	868,128	2,982,200	29.11%
Sale of Assets	-	-	
Other Revenue	-	-	
Total Operating Revenue	\$ 932,977	\$ 3,269,200	28.54%
Operating Expenditure			
Departments			
Governance	-	-	
Corporate Services	-	-	
Infrastructure Services	28,405	150,200	18.91%
Works	1,116,576	2,220,500	50.28%
Community & Development Services	-	-	
Maintenance & Working Expenses	\$ 1,144,981	\$ 2,370,700	48.30%
Interest	-	-	
Depreciation	1,510,100	3,020,200	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	-	117,500	0.00%
Total Operating Expenditure	\$ 2,655,081	\$ 5,508,400	48.20%
Operating Surplus/(Deficit)	(\$ 1,722,105)	(\$ 2,239,200)	76.91%



Meander Valley Council

2019 Operating Statement as at 31-Dec-2018

	Actual 2019	Budget 2019	% of Budget
Health and Community and Welfare			
Operating Revenue			
Rate Revenue	2,658,044	2,647,100	100.41%
Fees & User Charges	198,561	442,200	44.90%
Contributions & Donations	16,697	100,500	16.61%
Interest	109,013	218,000	50.01%
Grants & Subsidies	33,772	700,000	4.82%
Sale of Assets	-	-	
Other Revenue	46,128	97,600	47.26%
Total Operating Revenue	\$ 3,062,215	\$ 4,205,400	72.82%
Operating Expenditure			
Departments			
Governance	80,096	186,200	43.02%
Corporate Services	187,142	357,200	52.39%
Infrastructure Services	1,010,115	2,207,600	45.76%
Works	446,173	992,200	44.97%
Community & Development Services	434,677	1,001,200	43.42%
Maintenance & Working Expenses	\$ 2,158,203	\$ 4,744,400	45.49%
Interest	105,660	236,500	44.68%
Depreciation	413,100	826,200	50.00%
Payments to Government Authorities	595,983	1,192,000	50.00%
Administration Allocated	39,289	78,600	49.99%
Other Payments	44,854	78,500	57.14%
Total Operating Expenditure	\$ 3,357,089	\$ 7,156,200	46.91%
Operating Surplus/(Deficit)	(\$ 294,874)	(\$ 2,950,800)	9.99%



Meander Valley Council

2019 Operating Statement as at 31-Dec-2018

	Actual 2019	Budget 2019	% of Budget
Land Use Planning and Building			
Operating Revenue			
Rate Revenue	-	-	
Fees & User Charges	217,358	346,000	62.82%
Contributions & Donations	-	-	
Interest	-	-	
Grants & Subsidies	-	-	
Sale of Assets	-	-	
Other Revenue	33,590	43,500	77.22%
Total Operating Revenue	\$ 250,948	\$ 389,500	64.43%
Operating Expenditure			
Departments			
Governance	-	-	
Corporate Services	-	-	
Infrastructure Services	120,705	194,300	62.12%
Works	-	-	
Community & Development Services	507,549	1,142,700	44.42%
Maintenance & Working Expenses	\$ 628,254	\$ 1,337,000	46.99%
Interest	-	-	
Depreciation	9,000	18,000	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	-	-	
Total Operating Expenditure	\$ 637,254	\$ 1,355,000	47.03%
Operating Surplus/(Deficit)	(\$ 386,306)	(\$ 965,500)	40.01%



Meander Valley Council

2019 Operating Statement as at 31-Dec-2018

	Actual 2019	Budget 2019	% of Budget
Recreation and Culture			
Operating Revenue			
Rate Revenue	-	-	
Fees & User Charges	88,427	181,900	48.61%
Contributions & Donations	33,449	22,000	152.04%
Interest	-	-	
Grants & Subsidies	735,900	861,000	85.47%
Sale of Assets	-	216,000	0.00%
Other Revenue	4,144	7,800	53.13%
Total Operating Revenue	\$ 861,921	\$ 1,288,700	66.88%
Operating Expenditure			
Departments			
Governance	-	-	
Corporate Services	25,503	33,200	76.82%
Infrastructure Services	205,881	365,600	56.31%
Works	493,374	953,900	51.72%
Community & Development Services	226,698	406,200	55.81%
Maintenance & Working Expenses	\$ 951,457	\$ 1,758,900	54.09%
Interest	-	-	
Depreciation	333,450	666,900	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	-	-	
Other Payments	16,021	45,700	35.06%
Total Operating Expenditure	\$ 1,300,927	\$ 2,471,500	52.64%
Operating Surplus/(Deficit)	(\$ 439,006)	(\$ 1,182,800)	37.12%



Meander Valley Council

2019 Operating Statement as at 31-Dec-2018

	Actual 2019	Budget 2019	% of Budget
Unallocated and Unclassified			
Operating Revenue			
Rate Revenue	9,628,868	9,818,700	98.07%
Fees & User Charges	-	-	
Contributions & Donations	-	-	
Interest	329,059	567,400	57.99%
Grants & Subsidies	543,803	2,198,400	24.74%
Sale of Assets	-	-	
Other Revenue	299,410	607,100	49.32%
Total Operating Revenue	\$ 10,801,139	\$ 13,191,600	81.88%
Operating Expenditure			
Departments			
Governance	-	-	
Corporate Services	3,674	7,300	50.33%
Infrastructure Services	20,610	32,000	64.41%
Works	(195,638)	(379,700)	51.52%
Community & Development Services	-	(6,500)	0.00%
Maintenance & Working Expenses	(\$ 171,354)	(\$ 346,900)	49.40%
Interest	-	-	
Depreciation	191,850	383,700	50.00%
Payments to Government Authorities	-	-	
Administration Allocated	508	600	84.59%
Other Payments	902	1,000	90.24%
Total Operating Expenditure	\$ 21,906	\$ 38,400	57.05%
Operating Surplus/(Deficit)	\$ 10,779,233	\$ 13,153,200	81.95%

OPERATING STATEMENT - EXCEPTION & TRENDS REPORT

Consolidated Operating Statement

The Operating Statement for the first half of the financial year is within management's forecasts. There are some exceptions from Council's budget adopted in July 2018 and developing trends which are discussed further in the Analysis by Function sections.

REVENUE

Rate Revenue – All Rate Revenue is recognised for the year with only additional rates received on supplementary valuations between now and the financial year end to be included. The rate debtor balances outstanding at 31 December 2018 appears in Report 6.

Fees & User Charges – Is within budget and is expected to remain within budget at year end.

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

Interest – Is slightly above budget and is expected to be slightly above budget at year end, due to a higher than expected cash balance.

Grants & Subsidies – Is below budget expectations, due primarily to the timing of grant receipts and the prepayment of 50% of the 2018/19 Financial Assistance Grants allocation in 2017/18. This is expected to be within budget by year end.

Sale of Assets – Relates to divestment of parks and reserves at Prospect Vale and Blackstone Heights. These are expected to be completed by year end.

Other Revenue – Is within budget and is expected to remain within budget at year end.

EXPENSES

Departments

Governance – within budget expectations

Corporate Services – within budget expectations

Infrastructure Services – within budget expectations

Works – within budget expectations

Community & Development Services – within budget expectations

Interest – Two of the four annual Tascorp loan interest instalments have been incurred. The annual recognition for unwinding of the Westbury and Deloraine tip rehabilitation provisions will be accounted for at year end which has caused this item to be slightly under budget.

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

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

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

Analysis by Function

Administration

Revenue	\$ 119,286	60.18 %
Expenses	\$ 1,615,376	47.54 %

Revenue is above budget to December, primarily due to property sales related activities including the 337 property certificate fees income in Fees & User Charges being slightly above expectations.

Administration expenditure is within budget expectations to this point of the year. Expenses for *Community & Development Services* include employee expenses required to prepare the 337 certificates. Expenses for *Governance* include annual LGAT subscription and contribution to Northern Tasmania Development Corporation. Expenses for *Corporate Services* include annual insurance renewals.

Roads, Street and Bridges

Revenue	\$ 932,977	28.54 %
Expenses	\$ 2,655,081	48.20 %

Fees & User Charges income is the annual heavy vehicle licence fees distribution from the State Government. Grants & Subsidies is under budget due to the timing of grant receipts and also due to the prepayment of 50% of the 2018/19 Grants Commission allocation in 2017/18. Contributions & Donations includes subdivision road assets taken over from developers and is expected to be in line with budget when accounted for at year end.

Roads & Streets maintenance expenditure is within budget expectations to this point of the year. Bridge maintenance expenditure is below budget but expected to be within budget expectations by year end. Other Payments are budgeted amounts for road and bridge infrastructure that is written off upon reconstruction or disposal, this will be accounted for at financial year end.

Health, Community and Welfare

Revenue	\$ 3,062,215	72.82 %
Expenses	\$ 3,357,089	46.91 %

Revenue is well above budget to date, due to the full recognition of all Waste Management Service Charges and Fire Levies for the year. The Contributions & Donations income will increase to be within budget once stormwater infrastructure assets from new subdivisions are recognised and contributions from community cars are accounted for at year end. Interest income is two interest payments received from Aged Care Deloraine. A corresponding expense is shown in interest expenses for Council's funds on paid to Tascorp. Budgeted Grants & Subsidies revenue includes the final claim for disaster relief funding in respect of the June 2016 floods, which is expected to be received by year end.

Expenditure is within budget expectations to this point of the year. *Infrastructure* is slightly below budget, partly due to the timing of tip management fees. *Works* is below budget due in part to street cleaning and stormwater maintenance being less than expected to date. *Community & Development Services* is below budget partly due to the fact that various minor projects have not yet commenced.

Analysis by Function

Payments to Government Authorities is the State Fire Levy, two of the four instalments have been paid to December. Interest Expense is payments to Tascorp as described above however also includes a budget for the accounting transactions of unwinding the liability for Council to rehabilitate tip sites at Cluan and Deloraine.

Land Use Planning & Building

Revenue	\$ 250,948	64.43 %
Expenses	\$ 637,254	47.03 %

Fees & User Charges are development approval and building approval fees which have exceeded expectations to date. Other Revenue includes plumbing surveying services provided to Northern Midlands Council, which are above budget expectations.

Community & Development Services expenditure is slightly below budget due to expenditure on consultants and training being less than expected to date.

Recreation and Culture

Revenue	\$ 861,921	66.88 %
Expenses	\$ 1,300,927	52.64 %

Contributions from property developers in lieu of public open space due to subdivision activity has exceeded budget. Grants & Subsidies includes funds received from the State Government towards Westbury Recreation Ground clubrooms redevelopment (\$200,000), Deloraine Community Complex netball courts (\$229,000) and Prospect Vale Park AFL lighting upgrades (\$246,900). Sale of Assets budgeted revenue relates to divestment of parks and reserves at Prospect Vale and Blackstone Heights. These are expected to be completed by year end.

Overall expenditure is within budget. *Corporate Services* expenditure includes property insurance premiums and land tax paid in the first half of the year. *Infrastructure* expenditure is slightly above budget, due in part to higher than expected building maintenance costs. *Works* includes top dressing of sports ovals following completion of the winter season. Other Payments include community grants in the recreation area.

Unallocated & Unclassified

Revenue	\$ 10,801,139	81.88 %
Expenses	\$ 21,906	57.05 %

Rate Revenue is the general rates component of the rates raised for the year. Interest income is slightly above budget expectations. The first two instalments of Financial Assistance Grants from the State Grants Commission have been received, however this is significantly below budget due to the prepayment of 50% of the 2018/19 Grants allocation in 2017/18. Other Revenue includes Council's ownership distributions from TasWater with \$178,039 received to date, however the full amount of \$556,000 is expected to be received at year end.

Departmental expenditure is principally accounting entries to balance depreciation across the functions of Council and gravel inventory allocations. This expenditure will trend closer to budget at year end.

Capital Project Report

2019 Financial Year



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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
Administration						
100 - Administration						
5042 Council Chambers - Small Meeting Room Upgrade	\$0	\$18,588	\$18,588	\$20,000	-\$1,412	92.94%
5101 Workstations and Peripherals	\$0	\$24,206	\$24,206	\$27,000	-\$2,794	89.65%
5102 Network Infrastructure	\$0	\$0	\$0	\$25,400	-\$25,400	0.00%
5111 Software and Upgrades	\$18,338	\$26,918	\$45,256	\$85,600	-\$40,344	52.87%
5115 Conquest Software Upgrade 14/15	\$5,060	\$1,849	\$6,908	\$45,000	-\$38,092	15.35%
5116 Mobile Inspection Software 16/17	\$21,333	\$0	\$21,333	\$34,000	-\$12,667	62.74%
5127 MVC Website Upgrade 17/18	\$12,399	\$689	\$13,087	\$15,000	-\$1,913	87.25%
5128 New Projector - Council Chambers 17/18	\$0	\$15,274	\$15,274	\$16,000	-\$726	95.46%
5129 Municipal Revaluation 18/19	\$0	\$23,750	\$23,750	\$200,000	-\$176,250	11.88%
5130 Great Western Tiers Websites Upgrade	\$0	\$0	\$0	\$15,000	-\$15,000	0.00%
100 - Administration Sub Total	\$57,129	\$111,273	\$168,403	\$483,000	-\$314,597	34.87%
100 - Administration Sub Total	\$57,129	\$111,273	\$168,403	\$483,000	-\$314,597	34.87%

Roads Streets and Bridges

201 - Roads and Streets

5587 Jackeys Marsh Rd - Jackeys Marsh	\$0	\$5,118	\$5,118	\$30,000	-\$24,882	17.06%
5600 Rowlands - Liena	\$0	\$2,349	\$2,349	\$30,000	-\$27,651	7.83%
5620 Whiteleys Rd - Meander	\$0	\$0	\$0	\$30,500	-\$30,500	0.00%
5815 Simmons St - Carrick	\$357	\$50,435	\$50,792	\$36,000	\$14,792	141.09%
5825 Emu Bay Rd - Deloraine	\$0	\$389	\$389	\$10,000	-\$9,611	3.89%
5826 Church St West - Deloraine	\$0	\$0	\$0	\$50,000	-\$50,000	0.00%
5829 Morrison St - Deloraine 17/18	\$0	\$0	\$0	\$45,600	-\$45,600	0.00%
5852 Goderick East - Deloraine 12/13	\$87	\$51,186	\$51,273	\$54,000	-\$2,727	94.95%
5854 Weston St - Deloraine	\$0	\$15,875	\$15,875	\$15,000	\$875	105.84%

Capital Project Report

2019 Financial Year



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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
5857 Church St East - Deloraine	\$0	\$1,556	\$1,556	\$15,000	-\$13,444	10.37%
5859 Parsonage St - Deloraine	\$0	\$10,842	\$10,842	\$10,000	\$842	108.42%
5860 Beefeater St - Deloraine	\$74	\$1,527	\$1,601	\$57,000	-\$55,399	2.81%
5861 West Parade - Deloraine	\$0	\$72,866	\$72,866	\$65,000	\$7,866	112.10%
5888 Winifred Jane Cres - Hadspen	\$0	\$9,318	\$9,318	\$10,000	-\$683	93.18%
5894 Country Club Av - Prospect Vale	\$0	\$766	\$766	\$80,000	-\$79,234	0.96%
5956 Bradford Av - Prospect Vale 17/18	\$724	\$4,251	\$4,975	\$20,000	-\$15,025	24.87%
5984 Old Bass Highway - Carrick	\$0	\$2,998	\$2,998	\$30,000	-\$27,002	9.99%
6101 2017 Black Hills Rd - Black Hills	\$0	\$154,385	\$154,385	\$170,000	-\$15,615	90.81%
6102 Blackstone Rd - Blackstone Heights 16/17	\$5,643	\$57	\$5,700	\$110,000	-\$104,300	5.18%
6141 Dunorlan Rd - Dunorlan 17/18	\$25	\$393	\$418	\$90,000	-\$89,582	0.46%
6146 Scotts Ln - Emu Plains	\$0	\$94,636	\$94,636	\$100,000	-\$5,364	94.64%
6153 R2R 2019 Glenore Rd - Glenore	\$0	\$314,941	\$314,941	\$350,000	-\$35,059	89.98%
6176 Meander Main Rd - Meander	\$0	\$0	\$0	\$20,000	-\$20,000	0.00%
6185 Union Bridge Rd - Mole Creek	\$0	\$426	\$426	\$25,000	-\$24,574	1.70%
6211 River Road - Reedy Marsh	\$0	\$0	\$0	\$45,000	-\$45,000	0.00%
6224 Weegen Rd - Weegen	\$0	\$12,146	\$12,146	\$15,000	-\$2,854	80.98%
6259 Blackspot Railton Rd, Kimberley	\$0	\$46,212	\$46,212	\$350,000	-\$303,788	13.20%
6276 Westbury Rd - Prospect: Transport Study Projects	\$0	\$0	\$0	\$1,609,500	-\$1,609,500	0.00%
6283 Westbury Rd - Cycling Lanes 13/14	\$17,495	\$2,303	\$19,799	\$50,000	-\$30,201	39.60%
6284 New Footpath Developments - Westbury 15/16	\$0	\$0	\$0	\$115,668	-\$115,668	0.00%
6285 New Footpath Developments - Blackstone 17/18	\$18,363	\$802	\$19,165	\$393,500	-\$374,335	4.87%
6288 Westbury Rd - PVP Entrance Roundabout 15/16	\$57,297	\$12,654	\$69,951	\$50,000	\$19,951	139.90%
6289 Mt Leslie Rd - St Patricks Parking Improvements 16/17	\$45,617	\$1,073	\$46,689	\$215,000	-\$168,311	21.72%
6294 Westbury Roads Connectivity Program 16/17	\$0	\$0	\$0	\$258,500	-\$258,500	0.00%
6296 Westbury Rd - Prospect Vale: Gateway Streetscape Design	\$1,864	\$129	\$1,992	\$0	\$1,992	0.00%
6695 Nutt Street - Deloraine 17/18	\$1,853	\$61,510	\$63,364	\$45,000	\$18,364	140.81%
201 - Roads and Streets Sub Total	\$149,400	\$931,143	\$1,080,542	\$4,600,268	-\$3,519,726	23.49%

Capital Project Report

2019 Financial Year



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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
210 - Bridges						
5228 Mersey River Liena Road	\$0	\$5,476	\$5,476	\$0	\$5,476	0.00%
5266 Un-Named Creek R/Vale-Selbourne 17/18	\$10,442	\$210,012	\$220,455	\$210,000	\$10,455	104.98%
5283 Bluff Creek Bogan Road	\$0	\$8,003	\$8,003	\$195,000	-\$186,997	4.10%
5297 Leiths Creek Barbers Road	\$0	\$6,623	\$6,623	\$160,000	-\$153,377	4.14%
5322 Limestone Creek Walters Road	\$0	\$6,140	\$6,140	\$200,000	-\$193,860	3.07%
5348 Cubits Creek Western Creek Road 17/18	\$10,751	\$176,654	\$187,405	\$105,000	\$82,405	178.48%
5352 Ritchies Creek Botts Road	\$0	\$3,969	\$3,969	\$160,000	-\$156,031	2.48%
5363 Allsops Creek Bankton Road 17/18	\$5,527	\$2,911	\$8,438	\$280,000	-\$271,562	3.01%
5364 Dalebrook River Bankton Road	\$0	\$4,769	\$4,769	\$260,000	-\$255,231	1.83%
5365 Western Creek Bankton Road	\$0	\$4,894	\$4,894	\$275,000	-\$270,106	1.78%
5369 Myrtle Creek Myrtle Creek Road	\$4,773	\$3,672	\$8,445	\$160,000	-\$151,555	5.28%
5440 Liffey River Bennetts Road	\$0	\$6,882	\$6,882	\$240,000	-\$233,118	2.87%
210 - Bridges Sub Total	\$31,494	\$440,006	\$471,499	\$2,245,000	-\$1,773,501	21.00%
200 - Roads Streets and Bridges Sub Total	\$180,893	\$1,371,148	\$1,552,041	\$6,845,268	-\$5,293,227	22.67%
Health and Community Welfare						
310 - Animal Control						
6705 Westbury Council Offices - Dog Pens & Parking 17/18	\$767	\$11,660	\$12,428	\$15,000	-\$2,572	82.85%
310 - Animal Control Sub Total	\$767	\$11,660	\$12,428	\$15,000	-\$2,572	82.85%
315 - Cemeteries						
6306 Deloraine Lawn Cemetery Seating, Bins & Garden 16/17	\$0	\$0	\$0	\$18,700	-\$18,700	0.00%
6308 Deloraine Lawn Cemetery Shelter 16/17	\$315	\$42	\$357	\$25,000	-\$24,643	1.43%
315 - Cemeteries Sub Total	\$315	\$42	\$357	\$43,700	-\$43,343	0.82%

Capital Project Report

2019 Financial Year



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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>	
316 - Community Amenities							
6520	Public Wifi at Council Buildings Project 15/16	\$0	\$1,675	\$1,675	\$31,211	-\$29,536	5.37%
6523	CCTV Security Cameras Westbury & Deloraine 17/18	\$4,137	\$64,067	\$68,204	\$67,959	\$245	100.36%
6524	Westbury Village Green - Public Toilets	\$0	\$0	\$0	\$10,000	-\$10,000	0.00%
6525	Electric Vehicle Chargers	\$0	\$11,194	\$11,194	\$11,000	\$194	101.77%
316 - Community Amenities Sub Total		\$4,137	\$76,936	\$81,073	\$120,170	-\$39,097	67.47%
317 - Street Lighting							
6551	Northern Lights - LED Street Light Replacement	\$13,929	\$10,333	\$24,262	\$70,980	-\$46,718	34.18%
317 - Street Lighting Sub Total		\$13,929	\$10,333	\$24,262	\$70,980	-\$46,718	34.18%
321 - Tourism & Area Promotion							
7801	GWTVIC - Ground works	\$0	\$0	\$0	\$15,000	-\$15,000	0.00%
7831	Folk Museum - Rising Damp Corrective Works 17/18	\$8,888	\$1,456	\$10,344	\$100,000	-\$89,656	10.34%
7832	Westbury Silhouette Trail Lighting 17/18	\$1,307	\$0	\$1,307	\$5,000	-\$3,693	26.13%
321 - Tourism & Area Promotion Sub Total		\$10,195	\$1,456	\$11,650	\$120,000	-\$108,350	9.71%
322 - Economic Services							
7851	HUGAP Sewerage Infrastructure Design	\$0	\$1,107	\$1,107	\$0	\$1,107	0.00%
322 - Economic Services Sub Total		\$0	\$1,107	\$1,107	\$0	\$1,107	0.00%
335 - Household Waste							
6602	Westbury Land fill Site - Cell Expansion	\$25,864	\$2,395	\$28,259	\$160,800	-\$132,541	17.57%
6605	Mobile Garbage Bins	\$0	\$18,582	\$18,582	\$60,000	-\$41,418	30.97%
6611	Mobile Organics Bins	\$16,565	\$0	\$16,565	\$300,000	-\$283,435	5.52%
335 - Household Waste Sub Total		\$42,429	\$20,977	\$63,406	\$520,800	-\$457,394	12.17%

Capital Project Report

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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
351 - Storm Water Drainage						
6414 Winifred-Jane Cres, Hadspen - Stormwater 14/15	\$7,335	\$0	\$7,335	\$8,000	-\$665	91.69%
6436 Panorama Rd Blackstone Stormwater	\$4,376	\$2,667	\$7,043	\$150,000	-\$142,957	4.70%
6439 King St Westbury Stormwater	\$0	\$69,340	\$69,340	\$80,000	-\$10,660	86.67%
6452 Maryanne St, Westbury - Stormwater 17/18	\$17,615	\$9,533	\$27,148	\$25,000	\$2,148	108.59%
6460 Henrietta St Bracknell Stormwater	\$0	\$58,011	\$58,011	\$60,000	-\$1,989	96.68%
6479 Kipling Cr - Hadspen Stormwater 15/16	\$7,806	\$0	\$7,806	\$35,100	-\$27,294	22.24%
6483 Taylor St, Westbury Stormwater	\$0	\$2,828	\$2,828	\$30,000	-\$27,172	9.43%
6495 Urban Stormwater Drainage – Program Budget	\$0	\$0	\$0	\$71,653	-\$71,653	0.00%
6496 Open Drain Program, Blackstone Heights 15/16	\$0	\$0	\$0	\$100,000	-\$100,000	0.00%
6497 Open Drain Program, Carrick	\$0	\$0	\$0	\$26,200	-\$26,200	0.00%
6498 Open Drain Program, Westbury	\$0	\$0	\$0	\$37,700	-\$37,700	0.00%
6499 Open Drain Program, Bracknell	\$0	\$0	\$0	\$8,000	-\$8,000	0.00%
6850 Arthur St, Carrick - Stormwater	\$0	\$18,320	\$18,320	\$15,000	\$3,320	122.13%
6851 Kimberley Stormwater Improvements	\$0	\$35,004	\$35,004	\$60,000	-\$24,996	58.34%
6852 Esplanade, Bracknell - Stormwater	\$0	\$12,723	\$12,723	\$12,000	\$723	106.02%
6853 Ashburner St, Carrick - Stormwater	\$0	\$17,156	\$17,156	\$17,156	\$0	100.00%
351 - Storm Water Drainage Sub Total	\$37,133	\$225,581	\$262,714	\$735,809	-\$473,095	35.70%
300 - Health and Community Welfare Sub Total	\$108,905	\$348,092	\$456,997	\$1,626,459	-\$1,169,462	28.10%

Recreation and Culture

505 - Public Halls

7428 Bracknell Hall - Bracing Building Structure 16/17	\$4,507	\$0	\$4,507	\$435,000	-\$430,493	1.04%
7440 Caveside Hall - Roof Replacement	\$0	\$11,094	\$11,094	\$40,000	-\$28,906	27.74%
7441 Westbury Town Hall - Reseal Carpark	\$0	\$761	\$761	\$15,000	-\$14,239	5.08%
7442 Chudleigh Hall - Reseal Carpark	\$0	\$3,306	\$3,306	\$10,000	-\$6,694	33.06%
505 - Public Halls Sub Total	\$4,507	\$15,162	\$19,669	\$500,000	-\$480,331	3.93%

Capital Project Report

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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
515 - Swimming Pools and Other						
7505 Caveside Pool Replace Fence 17/18	\$389	\$2,507	\$2,896	\$22,000	-\$19,104	13.16%
515 - Swimming Pools and Other Sub Total	\$389	\$2,507	\$2,896	\$22,000	-\$19,104	13.16%
525 - Recreation Grounds & Sports Facilities						
7603 Bracknell Recreation Ground Improvements	\$0	\$34,039	\$34,039	\$30,000	\$4,039	113.46%
7610 Westbury Sports Ctr - Electrical Upgrade 17/18	\$14,442	\$10,804	\$25,246	\$22,000	\$3,246	114.76%
7668 Westbury Rec Ground - Building Design & Upgrade 14/15	\$164,211	\$100,610	\$264,821	\$1,148,781	-\$883,960	23.05%
7671 PVP Development Plan - Sportsgrounds Upgrade 17/18	\$0	\$0	\$0	\$124,900	-\$124,900	0.00%
7678 PVP Main Access & Parking 15/16	\$99,816	\$0	\$99,816	\$100,000	-\$184	99.82%
7687 PVP AFL & Soccer Sports Lighting 17/18	\$24,357	\$27,926	\$52,283	\$622,100	-\$569,817	8.40%
7688 Deloraine Community Complex - Female Changeroom Refurb.	\$0	\$1,989	\$1,989	\$35,000	-\$33,011	5.68%
7689 Hadspen Rec Ground - New Footpath	\$0	\$28,546	\$28,546	\$40,000	-\$11,454	71.37%
7690 Deloraine Community Complex - Netball Courts	\$0	\$384,798	\$384,798	\$510,000	-\$125,202	75.45%
525 - Recreation Grounds & Sports Facilities Sub Total	\$302,827	\$588,713	\$891,540	\$2,632,781	-\$1,741,241	33.86%
545 - Sundry Cultural Activities						
7908 MVPAC Roof Renewal 16/17	\$0	\$12,467	\$12,467	\$0	\$12,467	0.00%
7909 MVPAC Foyer Improvements	\$0	\$2,284	\$2,284	\$30,000	-\$27,716	7.61%
545 - Sundry Cultural Activities Sub Total	\$0	\$14,751	\$14,751	\$30,000	-\$15,249	49.17%

Capital Project Report

2019 Financial Year



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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
565 - Parks and Reserves						
8012 Deloraine Train Park - Play Equip/Retaining Wall 16/17	\$6,791	\$24,445	\$31,236	\$30,712	\$524	101.71%
8014 Deloraine Riverbank - New Walkway at Cenotaph 17/18	\$4,834	\$0	\$4,834	\$54,588	-\$49,754	8.86%
8015 Pitcher Parade Dog Run Improvements 17/18	\$12,907	\$9,150	\$22,057	\$24,000	-\$1,943	91.91%
8020 Bordin St Reserve - Park Improvements	\$0	\$403	\$403	\$10,000	-\$9,597	4.03%
8024 West Parade Carpark - Install New Light 17/18	\$312	\$10,718	\$11,030	\$11,030	\$0	100.00%
8044 Blackstone Park - Playground Equipment	\$0	\$1,949	\$1,949	\$100,000	-\$98,051	1.95%
8053 Blackstone Park - Sale of Public Land 16/17	\$1,519	\$3,755	\$5,274	\$0	\$5,274	0.00%
8054 Mace St Reserve - Disposal Costs 14/15	\$5,183	\$40,648	\$45,830	\$0	\$45,830	0.00%
8057 Hadspen Development Reserve Land Purchase 16/17	\$0	\$700	\$700	\$166,000	-\$165,300	0.42%
8059 Winifred Jane Cres Hadspen - Playground Upgrade	\$0	\$188	\$188	\$10,000	-\$9,812	1.88%
8079 Hadspen Lions Park - Erosion Control & Landscaping 17/18	\$21,690	\$21,352	\$43,042	\$50,000	-\$6,958	86.08%
8097 Kimberley Township Improvements	\$0	\$0	\$0	\$10,000	-\$10,000	0.00%
8098 Coronea Court, Hadspen - Renew Playground	\$0	\$364	\$364	\$35,000	-\$34,636	1.04%
8099 Poets Place Reserve, Hadspen - Divest Land	\$0	\$190	\$190	\$5,000	-\$4,810	3.79%
8100 Hadspen Bull Run - Seating & Shade	\$0	\$548	\$548	\$25,000	-\$24,452	2.19%
8101 Chris St Reserve, Prospect - Divest Land	\$0	\$59	\$59	\$5,000	-\$4,941	1.18%
565 - Parks and Reserves Sub Total	\$53,235	\$114,469	\$167,704	\$536,330	-\$368,626	31.27%
500 - Recreation and Culture Sub Total	\$360,958	\$735,601	\$1,096,559	\$3,721,111	-\$2,624,552	29.47%
Unallocated and Unclassified						
625 - Management and Indirect O/Heads						
8803 Minor Plant Purchases	\$0	\$25,482	\$25,482	\$35,400	-\$9,918	71.98%
8815 Replacement Traffic Count Units	\$0	\$8,592	\$8,592	\$12,000	-\$3,408	71.60%
8816 Westbury Depot - Wash Bay Upgrade	\$0	\$2,775	\$2,775	\$0	\$2,775	0.00%
625 - Management and Indirect O/Heads Sub Total	\$0	\$36,849	\$36,849	\$47,400	-\$10,551	77.74%

Capital Project Report

2019 Financial Year



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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
655 - Plant Working						
8734 Backhoe Replacement (No. 310)	\$0	\$0	\$0	\$110,000	-\$110,000	0.00%
8739 Reach Mower (No.805)	\$0	\$0	\$0	\$80,000	-\$80,000	0.00%
8759 Mower (No. 610)	\$0	\$16,908	\$16,908	\$20,000	-\$3,092	84.54%
8760 Tow Broom (No. 715)	\$0	\$0	\$0	\$30,000	-\$30,000	0.00%
655 - Plant Working Sub Total	\$0	\$16,908	\$16,908	\$240,000	-\$223,092	7.05%
675 - Other Unallocated Transactions						
8707 Fleet Vehicle Purchases	\$0	\$32,912	\$32,912	\$110,600	-\$77,688	29.76%
675 - Other Unallocated Transactions Sub Total	\$0	\$32,912	\$32,912	\$110,600	-\$77,688	29.76%
600 - Unallocated and Unclassified Sub Total	\$0	\$86,668	\$86,668	\$398,000	-\$311,332	21.78%
Total Capital Project Expenditure	\$707,885	\$2,652,783	\$3,360,669	\$13,073,838	-\$9,713,169	25.71%

Capital Resealing Report

2019 Financial Year



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	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
Roads Streets and Bridges				
201 - Roads and Streets				
3801 Black Hills Rd - Black Hills	\$251	\$0	\$251	0.00%
5823 Glover Av - Blackstone Heights	\$987	\$0	\$987	0.00%
5825 Emu Bay Rd - Deloraine	\$89,850	\$0	\$89,850	0.00%
5834 Kaye Elizabeth Pl - Deloraine	\$1,560	\$0	\$1,560	0.00%
5842 Archer St - Deloraine	\$4,174	\$0	\$4,174	0.00%
5852 Goderick East - Deloraine 12/13	\$22,747	\$0	\$22,747	0.00%
5854 Weston St - Deloraine	\$7,468	\$0	\$7,468	0.00%
5861 West Parade - Deloraine	\$4,521	\$0	\$4,521	0.00%
5877 Rutherglen Rd - Hadspen	\$537	\$0	\$537	0.00%
5901 Las Vegas Dr - Prospect Vale	\$1,222	\$0	\$1,222	0.00%
5922 Hughes Ct - Prospect Vale	\$2,264	\$0	\$2,264	0.00%
5961 Neptune Dr - Blackstone Heights	\$1,324	\$0	\$1,324	0.00%
5972 Lonsdale Prom - Westbury	\$9,821	\$0	\$9,821	0.00%
6099 Whitchurch Lane - Weetah	\$2,146	\$0	\$2,146	0.00%
6124 Cluan Rd - Cluan	\$9,357	\$0	\$9,357	0.00%
6137 Creswells Rd - Deloraine	\$2,573	\$0	\$2,573	0.00%
6152 Adelphi Rd - Glenore	\$6,464	\$0	\$6,464	0.00%
6160 Joscelyn St - Hagley	\$2,288	\$0	\$2,288	0.00%
6194 Railton Main Road - Moltema	\$9,756	\$0	\$9,756	0.00%
6203 East Parkham - Parkham	\$44,982	\$0	\$44,982	0.00%
6214 Selbourne Rd - Selbourne	\$4,235	\$0	\$4,235	0.00%
6225 Eynens Rd - Weetah	\$3,761	\$0	\$3,761	0.00%
6226 Weetah Rd - Weetah	\$28,521	\$0	\$28,521	0.00%
6259 Blackspot Railton Rd, Kimberley	\$21,544	\$0	\$21,544	0.00%
6263 Whympers Cr, Prospect Vale	\$330	\$0	\$330	0.00%
6299 Reseals General Budget Allocation	\$0	\$1,174,800	-\$1,174,800	0.00%
Capital Resealing Projects - Grand Total	\$282,683	\$1,174,800	-\$892,117	24.06%

Capital Graveling Report

2019 Financial Year



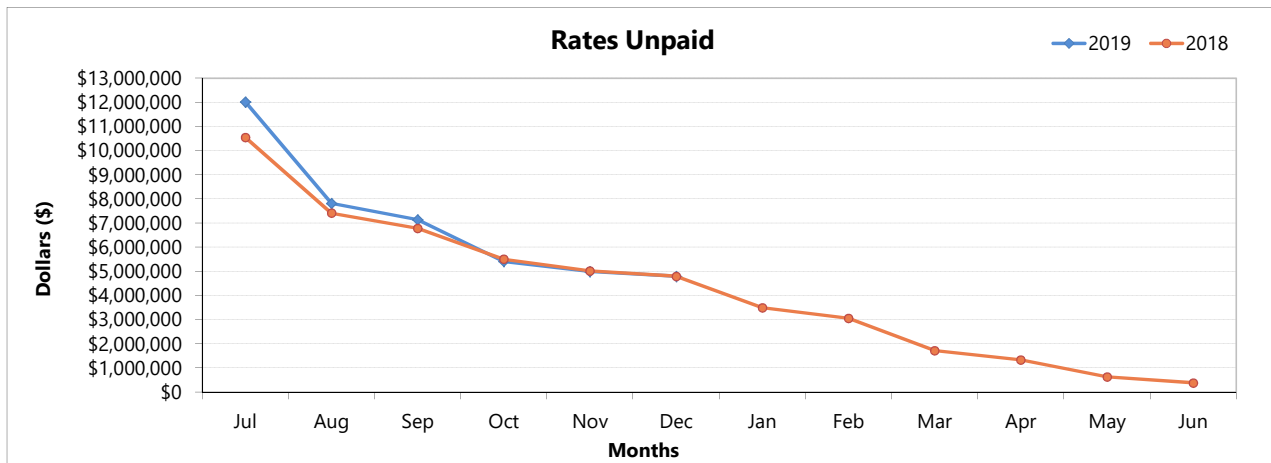
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		<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
Roads Streets and Bridges					
201 - Roads and Streets					
5766	Haberles Road - Western Creek	\$3,915	\$0	\$3,915	0.00%
5799	Gravel Resheeting General Budget Alloc	\$0	\$210,000	-\$210,000	0.00%
Capital Graveling Expenditure Total		\$3,915	\$210,000	-\$206,085	1.86%

Meander Valley Rates Report as at 31/12/2018

	2019	2018
Rate Balance Carried Forward from previous Year	\$ 377,074	\$ 395,556
2018/19 Rates Raised	\$ 12,465,445	\$ 11,880,363
Interest	\$ 23,879	\$ 25,622
Plus Adjustments	\$ 16,936	\$ 36,957
Payments Received	\$ (8,088,477)	\$ (7,549,113)
Rates Control Account Balance	\$ 4,794,858	\$ 4,789,385

% of Rates Unpaid **37.27%** **38.93%**



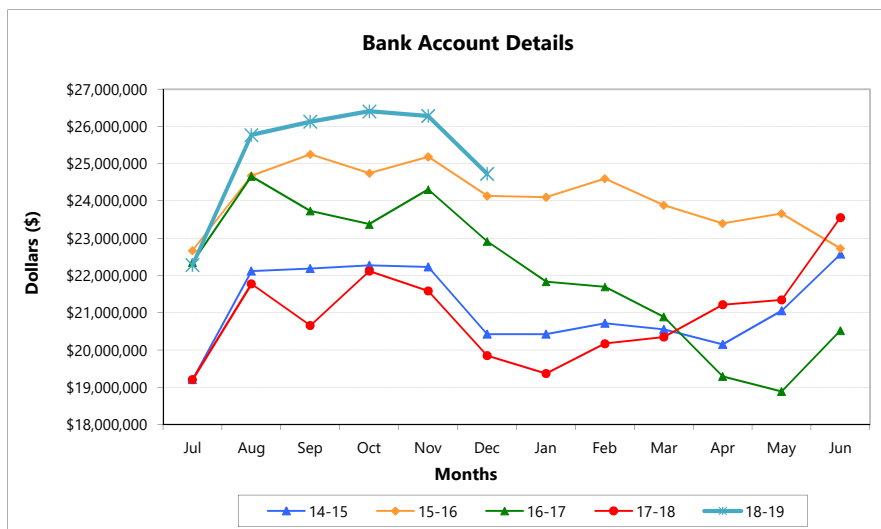
Meander Valley Council Cash Reconciliation as at 31-December-2018

	2018-19	2017-18
Balance Carried Forward from previous Year	\$ 23,554,799	\$ 20,521,466
Add Deposits	\$ 12,376,024	\$ 13,560,007
Less Payments	-\$ 11,199,032	-\$ 14,230,723
Balance as per Bank Account	<u>\$ 24,731,791</u>	<u>\$ 19,850,750</u>

Made up of:	Amount	Interest Rate
Cash at Bank	213,138	0.75%
Westpac Bank Cash Management Account	889,879	2.00%
Commonwealth Bank at Call Account	100	0.00%
National Bank	2,069,821	2.71%
Westpac Bank	2,000,000	2.62-2.76%
Bendigo Bank	2,269,543	2.75%
Defence Bank	1,027,516	2.83%
MyState Financial	4,218,713	2.70-2.80%
ME Bank	1,000,000	2.84%
Bankwest	4,516,653	2.65-2.80%
Bank of Us	2,526,427	2.95%
Bank of Sydney	1,000,000	2.95%
Bank of Queensland	1,000,000	2.70%
Summerland Credit Union	1,000,000	2.80%
Police Credit Union SA	1,000,000	2.82%
	<u>\$ 24,731,791</u>	

Less expenditure commitments:	
2019 Operating expenditure outstanding	-7,612,017
2019 Capital expenditure outstanding	-10,941,098
Add assets:	
2019 Operating income outstanding	6,264,114
2019 Estimated rate debtors outstanding	4,794,858
Estimated Commonwealth Flood Reimbursement	277,543
Part 5 agreement amounts receivable	836,597
2018 Audited loans receivable	3,600,000
Less liabilities:	
2018 Audited tip rehabilitation	-3,778,271
2018 Audited employee leave provisions	-1,635,470
2018 Audited loans payable	-3,600,000

Adjusted Cash Balance **\$ 12,938,048**

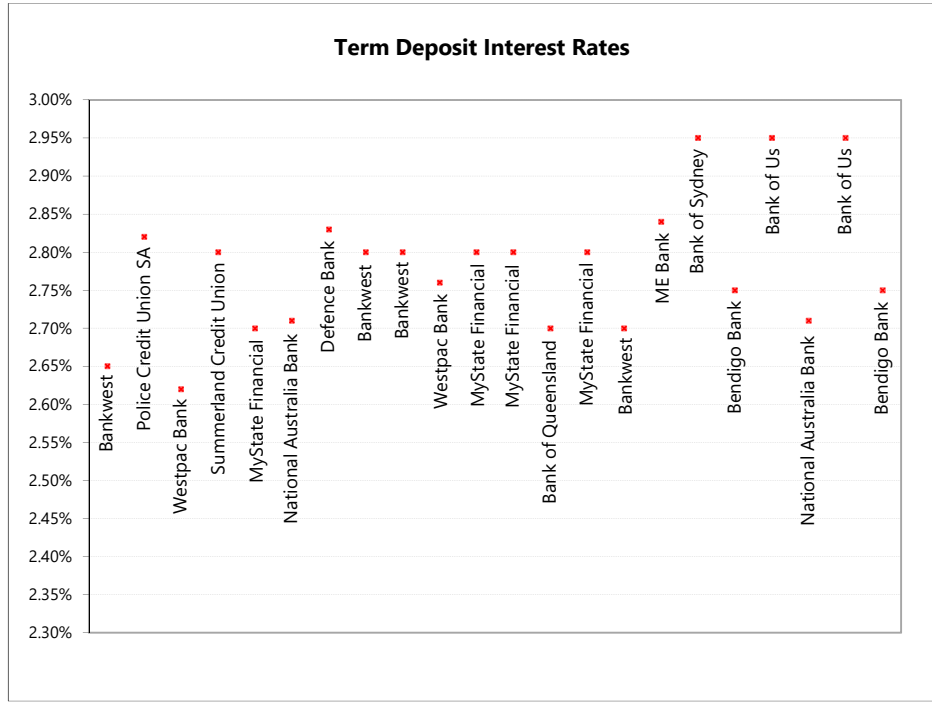


Date:

31-December-2018

Institution	Deposit	Rate %	Entered	Due
Bankwest	1,000,000	2.65%	04/10/2018	02/01/2019
Police Credit Union SA	1,000,000	2.82%	20/09/2018	14/01/2019
Westpac Bank	1,000,000	2.62%	17/01/2018	17/01/2019
Summerland Credit Union	1,000,000	2.80%	06/11/2018	06/02/2019
MyState Financial	1,000,000	2.70%	02/03/2018	02/03/2019
National Australia Bank	1,000,000	2.71%	04/12/2018	04/03/2019
Defence Bank	1,027,516	2.83%	08/04/2018	08/04/2019
Bankwest	1,000,000	2.80%	12/07/2018	08/04/2019
Bankwest	1,006,482	2.80%	16/07/2018	12/04/2019
Westpac Bank	1,000,000	2.76%	20/04/2018	23/04/2019
MyState Financial	1,163,713	2.80%	28/08/2018	28/05/2019
MyState Financial	1,027,500	2.80%	12/06/2018	12/06/2019
Bank of Queensland	1,000,000	2.70%	17/09/2018	14/06/2019
MyState Financial	1,027,500	2.80%	15/06/2018	15/06/2019
Bankwest	1,510,171	2.70%	20/09/2018	17/06/2019
ME Bank	1,000,000	2.84%	22/06/2018	24/06/2019
Bank of Sydney	1,000,000	2.95%	29/06/2018	01/07/2019
Bendigo Bank	1,000,000	2.75%	18/07/2018	18/07/2019
Bank of Us	1,026,427	2.95%	07/12/2018	03/09/2019
National Australia Bank	1,069,821	2.71%	29/10/2018	29/10/2019
Bank of Us	1,500,000	2.95%	28/11/2018	28/11/2019
Bendigo Bank	1,269,543	2.75%	17/12/2018	17/12/2019

\$ 23,628,674



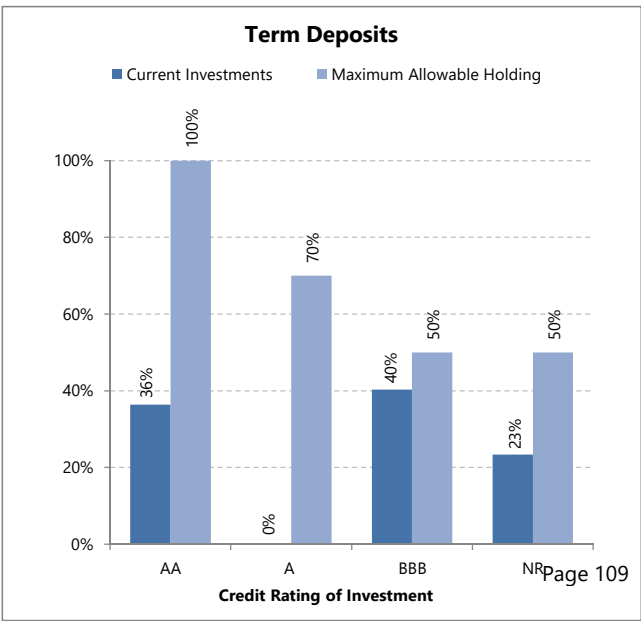
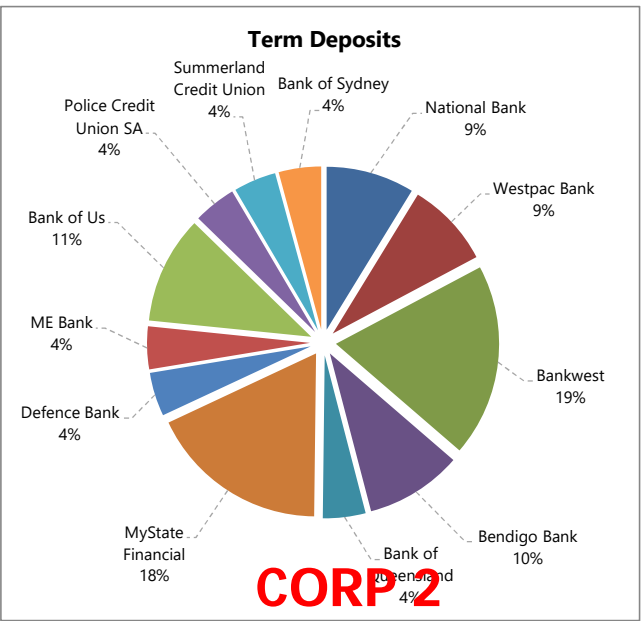
Average Interest Rate

2.78%

Term Deposits with institutions

Institution	Credit Rating	Amount
National Bank	AA	2,069,821
Westpac Bank	AA	2,000,000
Bankwest	AA	4,516,653
Bendigo Bank	BBB	2,269,543
Bank of Queensland	BBB	1,000,000
MyState Financial	BBB	4,218,713
Defence Bank	BBB	1,027,516
ME Bank	BBB	1,000,000
Bank of Us	NR	2,526,427
Police Credit Union SA	NR	1,000,000
Summerland Credit Union	NR	1,000,000
Bank of Sydney	NR	1,000,000

\$ 23,628,674



ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor xx moved and Councillor xx 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.”***

GOV 3 CONFIRMATION OF MINUTES

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

GOV 4 LEAVE OF ABSENCE

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

The meeting moved into Closed Session at x.xxpm

The meeting re-opened to the public at x.xxpm

Cr xxx moved and Cr xxx seconded ***“that the following decisions were taken by Council in Closed Session and are to be released for the public’s information.”***

The meeting closed at

.....
WAYNE JOHNSTON (MAYOR)