



Meander Valley Council
Working Together

ORDINARY AGENDA

COUNCIL MEETING

Tuesday 14 July 2020

MEETING CONDUCT

This meeting is conducted under arrangements cognisant of the prevailing COVID-19 emergency and the provisions of the COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020.

An audio recording of this Council Meeting, except for any part held in Closed Session, will be made available to the public.

Council is conscious of social distancing measures and health advice received from the Department of Health and Human Services Tasmania to slow the spread of COVID-19. Interested members of the community are encouraged to read the minutes of the meeting and listen to the meeting with a recording being published to Council's website. Public attendance will not be permitted.

SECURITY PROCEDURES

- 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 carpark at the side of the Function Centre.



PO Box 102, Westbury,
Tasmania, 7303

Notice is hereby given that an Ordinary Meeting of the Meander Valley Council will be held at the Westbury Function Centre, Franklin Street, Westbury, on **Tuesday 14 July 2020, commencing at 4.00pm.**

In accordance with Section 65 of the *Local Government Act 1993*, I certify that with respect to all advice, information or recommendations 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.

John Jordan
GENERAL MANAGER

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Agenda for an Ordinary Meeting of the Meander Valley Council to be held virtually from the Westbury Function Centre, Franklin Street, Westbury, on Tuesday 14 July 2020 at 4.00pm.

Business is to be conducted at this meeting in the order in which it is set out in this agenda, unless the Council by Absolute Majority determines otherwise.

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 9 June 2020, be received and confirmed.”***

COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING

Date	Items discussed:
16 June 2020	<ul style="list-style-type: none">• Community Car Review• Building & Construction (Regulatory Reform Amendments) Bill 2020• Review of the Strata Titles Act 1998• Prospect Vale & Blackstone Heights Strategic Work Program• Waste Management Strategy Action Plan
23 June 2020	<ul style="list-style-type: none">• 2021 Draft Budget Estimates Review
30 June 2020	<ul style="list-style-type: none">• Site visit to Dixon development – Blackstone Heights
7 July 2020	<ul style="list-style-type: none">• Petition – Northern Prison• Sponsorship – Deloraine Community Cup• Business and Economic Recovery Workshop

ANNOUNCEMENTS BY THE MAYOR

10 June 2020

Mayors Meeting

16 June 2020

Hydrogen Briefing – Minister Guy Barnett MP

Council Workshop – Westbury

Meander Hall Committee Meeting

17 June 2020

Tamar Estuary Management Taskforce – Launceston

22 June 2020

Meander Progress Association Meeting

29 June 2020

Zoom meeting with Senator Claire Chandler

23 June 2020

Council Workshop - Westbury

30 June 2020

Council Workshop on-site visit to Dixon Development

6 July 2020

Meeting with Mayors and GM from Latrobe and Kentish Councils

7 July 2020

Council Workshop - Westbury

8 July 2020

NTDC Board Meeting

ANNOUNCEMENTS BY COUNCILLORS

Councillor Susie Bower

Visit to Wynyard Squash Courts

Bracknell Hall Redevelopment Committee Meeting

Meeting with Chair of the Great Western Tiers tourism Association

Great Western Tiers Tourism Association Meeting

Carrick Public Facilities Committee Meeting

Recovery Grants Committee Meeting

Onsite-visit to Deloraine Community Complex – Squash Courts

Councillor Stephanie Cameron

Visit to Wynyard Squash Courts

Meeting with representative of Whitemore Tennis Club

Onsite-visit to Deloraine Community Complex – Squash Courts

Recovery Grants Committee Meeting

Community Grants Committee Meeting

Councillor Tanya King

Meeting with representative of Whitemore Tennis Club

Recovery Grants Committee Meeting

Community Grants Committee Meeting

Councillor Frank Knott

Bracknell Hall Redevelopment Committee Meeting

Onsite-visit to Deloraine Community Complex – Squash Courts

Councillor Andrew Sherriff

Onsite-visit to Deloraine Community Complex – Squash Courts

Councillor Rodney Synfield

Bracknell Hall Redevelopment Committee Meeting

Onsite-visit to Deloraine Community Complex – Squash Courts

DECLARATIONS OF INTEREST

TABLING AND ACTION ON PETITIONS

On 1 June 2020, Westbury resident Ms Linda Poulton (President of Westbury Region Against the Prison Inc.) delivered to the General Manager a petition seeking a public meeting to discuss the Tasmanian Government's proposal to locate the Northern Regional Prison at Birralee Road, Westbury. The petition pre-dates the Tasmanian Government's announcement of an alternative site for the prison and is therefore not related to the new location.

The petition was submitted under covering letter from Ms Poulton calling for a public meeting under Section 59(1) of the *Local Government Act (1993)*, (the Act).

At the 9 June 2020 Council meeting, the General Manager advised the need to determine if the requirements of the Act had been satisfied.

The petition as presented contains 865 listed signatures though Ms Poulton asserts 789. Of the 865 signatures on the petition:

- 44 were duplicates where a person had signed more than once;
- 102 signatories did not provide a full address;
- 51 were outside the Meander Valley; and
- 7 signatures did not present information to determine their address (i.e. unknown).

Section 59(2) requires the Council to hold a public meeting if the petition complies with section 57 *and* is signed by a certain number of electors, either being 5 percent of the electors in the municipal area or 1,000 of those electors. A minimum of 747 valid elector signatures is required to satisfy the 5 percent requirement based on a total enrolment of 14,939.

Legal advice was obtained to determine how the signatures should be regarded in the context of sections 57 and 59(2) and the need to properly determine if the requisite number of electors had signed the petition.

Considering the legal advice, the 102 signatures to the petition that are without a full address should be set aside as they do not validly comply with Section 57. This leaves a total of 661 electors against a requirement of 747.

Pursuant to Section 60(2)(a) of the Act it is the General Manager's view that the requirements of Section 59 are not satisfied and Council is not compelled to hold a public meeting as requested by the petition.

Notwithstanding the above, Council retains discretion to deal with the petition and the issues raised. Agenda item GOV 1, sets out relevant considerations and options in this respect.

PUBLIC QUESTION TIME

(conducted under the COVID-19 emergency procedures)

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 note any questions on notice asked and answered in the Council Meeting Agenda.

The Chairperson will then ask a Council officer to read questions without notice.

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 request a Councillor or Council officer to provide a response. A Councillor or Council officer who is asked a question without notice at a meeting may decline to answer the question.

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.

If the Chairperson refuses to accept a question from a member of the public, they will provide reasons for doing so.

Questions on notice and their responses will be minuted. Questions without notice raised during public question time and the responses to them will be minuted, 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

- The Chairperson may allocate a maximum time for each question, or maximum number of questions per visitor, depending on the complexity of the issue, and on how many questions are anticipated to be 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.

PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – JUNE 2020

Nil

2. PUBLIC QUESTIONS WITH NOTICE – JULY 2020

2.1 Emma Hamilton, Westbury

- a) Given how rapidly the COVID-19 restrictions have been easing of late, and people are now allowed to have up to 250 indoors with a density requirement of 2 square metres, when will council meetings be open for the public to attend again?

Response by John Jordan, General Manager

Council continues to operate under the provisions of the COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020.

Prior to each meeting Council reviews the current COVID-19 circumstances, prevailing health advice, and the practical ability to ensure the safety of Councillors, Council staff and members of the public and comply with Council's COVID-19 Safety Plan.

Council will act on the advice of the Tasmanian Government in respect of the timing of any reopening of meetings to the public and current practices are consistent with other councils.

- b) In late 2019 council started discussing in meetings the need for community consultation during 2020 to review the "Community Strategic Plan 2014 to 2024". Will Council advise if this consultation process has started? If it has not, will council advise when and how this consultation will begin, and how council plans to consult with the community?

Response by John Jordan, General Manager

Consultation to refresh the Community Strategic Plan 2014-2024 has not yet started and has been deferred until later in the calendar year. The final timing and consultation approach will be determined closer to the time considering any COVID-19 restrictions.

3. PUBLIC QUESTIONS WITHOUT NOTICE – JULY 2020

COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – JUNE 2020

1.1 Councillor Frank Nott

Question to the General Manager in relation to the proposed works on the intersection of Country Club Avenue and Las Vegas Drive.

Is there a reason why the plans and details were sent to the resident on 15 May (A letter was written to the GM on 11 May seeking to improve safety at this intersection)?

When I received this information on 29 May and the Mayor and remaining Councillors received this information today.

Response by John Jordan, General Manager

Council officers seek to strike a balance between keeping Councillors informed and not overwhelming them with the large volume of information processed in the normal course of operations.

The matter in question arose from ratepayer correspondence to the General Manager. A response was to be prepared by the Director of Infrastructure. The subsequent response to the resident included three images (rather than full plans) to assist the resident understand how Council was addressing concerns with the intersection of Country Club Avenue and Las Vegas Drive.

Council had already committed to undertaking improvements to the intersection of Country Club Avenue and Las Vegas Drive prior to receipt of the correspondence from the resident requesting the same works and it had been the subject of consideration by Councillors in the context of the capital works program; though not in terms of the detail of the designed solution (i.e. plans). The inquiry from the resident was therefore considered at the time to be 'routine' and as it was 'non-contentious' in nature was dealt with in the normal course of operational business. Such correspondence would not normally be copied to Councillors. That said, it is acknowledged Cr Nott has a specific interest in the intersection and would have benefited from advice of the correspondence.

2. COUNCILLOR QUESTIONS WITH NOTICE – JULY 2020

Nil

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – JULY 2020

DEPUTATIONS BY MEMBERS OF THE PUBLIC

GOVERNANCE 1

Reference No. 128/2020

PETITION – WESTBURY PRISON

AUTHOR: John Jordan
General Manager

1) Recommendation

It is recommended that Council:

1. Notes the General Manager's advice that legal advice has been obtained and pursuant to Section 60(2)(a) of the Act that the requirements of Section 59 are not satisfied by the petition and Council is not compelled to hold a public meeting as requested by the petition.
2. Notes the petition predates the 18 June 2020 announcement regarding the new preferred site and relates to the location now set aside by the Tasmanian Government.
3. Notes that 545 signatures on the petition calling for a public meeting pre-date the public meeting on the prison held on 16 December 2019.
4. Notes the restrictions and limits on public gatherings as a consequence of the COVID-19 Disease Emergency and the risks and limiting effect current measures would have on any large public gathering.
5. Defers consideration of the need for a public meeting or other forms of consultation conducted by Council until information on the new prison site and any planned community consultation by the Tasmanian Government is obtained from the Department of Justice.
6. Writes to the Attorney General and the Department of Justice seeking details of future planned consultation with the community.

7. Affirms Council's February 2020 commitment to again meet with anti and pro-prison representatives to discuss options for community consultation (including public meetings) when information from the Tasmanian Government is forthcoming.

2) Officers Report

1. On 1 June 2020 Westbury resident Ms Linda Poulton (President of Westbury Region Against the Prison (WRAP) Inc.) delivered to the General Manager a petition seeking a public meeting to discuss the State Government's proposal to locate the Northern Regional Prison at Birralea Road, Westbury.
2. The petition was submitted under covering letter from Ms Poulton calling for a public meeting under Section 59(1) of the *Local Government Act (1993)*, (the Act).
3. The petition as worded does not address the COVID-19 Disease Emergency restrictions on public gatherings and the high majority of signatures pre-date the COVID-19 restrictions. However, Ms Poulton clarified in her covering letter that they were seeking a public meeting as soon as lock down measures were lifted.
4. The petition as presented contains 865 listed signatures though Ms Poulton asserts 789. Presumably the difference being her assessment of 'valid' signatures after taking into account duplications and those not on the electoral role.
5. Of the 865 signatures on the petition:
 - 44 were duplicates where a person had signed more than once;
 - 102 signatories did not provide a full address;
 - 51 were outside the Meander Valley; and
 - 7 signatures did not present information to determine their address (i.e. unknown).

Issues:

1. Assessment of compliance with Sections 57 (Petitions) and 59 (Petitions Seeking Public Meetings) of the Local Government Act (1993)

- a) Section 59(2) requires the Council to hold a public meeting if the petition complies with section 57 and is signed by a certain number of electors, either being 5 percent of the electors in the municipal area or 1,000 of those electors. A minimum of 747 valid elector signatures is required to satisfy the 5 percent requirement based on a total enrolment of 14,939.

b) Legal advice was obtained to determine how the signatures should be regarded in the context of sections 57 and 59(2) and the need to properly determine if the requisite number of electors had signed the petition. The advice (summarised) was:

- That for Council to properly determine whether the requisite number of electors have signed the petition, the full address of the signatory is required in order to check that name, signatory and address against the list of electors.
- In reconciling the number of signatures with the number of electors, it would not be possible to definitely determine if the 5 percent requirement had been satisfied without disclosure of the full address of the signatory on the petition.
- The signatures without a full address are not valid because there is a failure to disclose the full address which is necessary in order to determine whether those persons are on the roll of electors.

c) Considering the legal advice, the 102 signatures to the petition that are without a full address should be set aside as they do not validly comply with Section 57. This leaves a total of 661 electors against a requirement of 747.

d) Pursuant to Section 60(2)(a) of the Act it is the General Manager's view that the requirements of Section 59 are not satisfied and Council is not compelled to hold a public meeting as requested by the petition.

2. *Relevant considerations to manage the petition*

a) Considering the advice in above, pursuant to Section 60(2)(b) Council, must determine any action to be taken in respect of the petition. Relevant considerations include:

- Of the petition signatories, 545 pre-date the public meeting held by the Tasmanian Government on 16 December 2019. Arguably, the call for a public meeting to discuss the prison and the intent of the petition has been satisfied.
- The Tasmanian Department of Justice has undertaken consultation, including public meetings. Moreover, the prison survey and assessment by SGS Economics has resulted in a changed location for the prison site, with less focus on Westbury.

- All of the signatures pre-date the Tasmanian Government's announcement of the alternative prison site further out from Westbury. The petition cannot therefore be considered to be representative of community views on the new location for the prison.
- Council met separately with anti (WRAP) and pro-prison representatives on 25 February 2020. At these meetings Council advised:
 - Council is keen to ensure all people and their views on the prison proposal can be openly expressed and will continue to work to facilitate this.
 - Council invited WRAP, pro-prison representatives and other stakeholders to work towards ensuring consultation on the matters within the remit of Council is constructive, meaningful and open.
 - Council will convene a meeting with WRAP and others when there is something tangible to discuss; once more information is made available about survey results, impact studies and the type of consultation to be conducted by the Tasmanian Government.
- The release of the prison survey results and SGS Economics and Planning report have to some extent been diluted by the announcement of a new site for the prison.
- The Tasmanian Government is now undertaking due diligence on the new prison site. It would seem appropriate for the community to consider the results of this work prior to lodgement of any development application by the Department of Justice. It is appropriate (ahead of any planning application) for the Department to conduct community consultation with Council assisting in directing the community to those sessions.
- Considering the commitment by Council in February 2020 outlined above, it may be appropriate to again meet with anti and pro prison representatives to discuss the new location and options for community consultation. This would necessarily be cognisant of the Department of Justice's consultation plans and timeframes to progress the planning application. It is suggested Council seek advice from the Department on its intended consultation prior to any such meeting.

3) Council Strategy and Policy

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

- Future Direction (5) Innovative leadership and community governance

4) Legislation

Local Government Act 1993

5) Risk Management

Not applicable

6) Government and Agency Consultation

Tasmanian Government advice will be sought regarding details of their future planned consultation with the community.

7) Community Consultation

Council to consider community consultation that compliments the Tasmanian Government future planned consultation, avoids duplication of Tasmanian Government consultation sessions, is inclusive and informative for community members, when information from the Tasmanian Government is forthcoming.

8) Financial Consideration

No provision has been for the cost of conducting a public meeting at this time.

9) Alternative Recommendations

Council can approve the recommendation with amendment.

10) Voting Requirements

Simple majority

DECISION:

CORPORATE SERVICES 1

Reference No. 129/2020

2020-21 BUDGET ESTIMATES, LONG TERM FINANCIAL PLAN UPDATE AND RATES RESOLUTION

AUTHOR: Jonathan Harmey
Director Corporate Services

1) Recommendation

It is recommended that:

- A. Pursuant to section 82(3)(a) of the Local Government Act 1993 (Act) Council adopts the Budget Estimates for the financial year ending 30 June 2021. The proposed Budget Estimates are set out in full in Attachment 1.**
- B. Pursuant to Section 82(6) of the Act, Council authorises the General Manager to make minor adjustments up to \$20,000 to individual items within the estimated operating expenditure under section 82(2)(b) and the estimated capital works under section 82(2)(d), so long as the total amount of the estimate is not altered.**
- C. Pursuant to Part 9 of the Act Council adopts the following rates and charges for the period 1 July 2020 to 30 June 2021:**
 - 1. General Rate**
 - a) That pursuant to Section 90 of the Local Government Act 1993 (the Act), Council makes the following General Rate in relation to all rateable land (excluding land which is exempt pursuant to the provisions of Section 87) within the municipal area for the period commencing 1 July 2020 and ending on 30 June 2021, namely a rate of 5.682 cents in the dollar of assessed annual value of the land;***
 - b) That pursuant to Section 90(4) of the Act, Council sets a minimum amount payable in respect of the General Rate of \$170.***

2. Service Rates and Service Charges

That pursuant to Sections 93, 93A and 94 of the Act, Council makes the following Service Rates and Service Charges in respect of all rateable land within the municipal area (including land which is otherwise exempt from rates pursuant to Section 87) for the period commencing 1 July 2020 and ending on 30 June 2021 namely:

- a) A service charge for waste management in respect of all lands of \$56 for the making available of waste management facilities.***
- b) That pursuant to Section 94(3A) of the Act, Council declares, that the service charge for waste management is varied as follows:***
 - i. by reason of the provision of a standard kerbside waste collection service, ie one 80 litre mobile garbage bin and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service, by increasing it by \$151 to \$207;***
 - ii. by reason of the provision of an extra capacity kerbside waste collection service ie one 140 litre mobile garbage bin and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service by increasing it by \$172 to \$228;***
 - iii. by reason of the provision of an additional extra capacity kerbside waste collection service ie one 240 litre (or two 140 litre) mobile garbage bin(s) and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service by increasing it by \$344 to \$400;***
 - iv. by reason of the locality and provision of an extra capacity kerbside waste collection service ie one 140 litre mobile garbage bin and one mobile recycling bin, upsized from the standard kerbside waste collection (as per 2b)i above), during the trial***

and implementation of alternate weekly green waste collection at Blackstone Heights the service charge for waste management is varied for all lands receiving such a service by reducing it by \$21 to \$207;

v. by reason of the locality and provision of an additional extra capacity kerbside waste collection service ie one 240 litre mobile garbage bin (or two 140 litre) mobile garbage bin(s) and one mobile recycling bin, upsized from the extra capacity kerbside waste collection (as per 2b)ii above), during the trial and implementation of alternate weekly green waste collection at Blackstone Heights, the service charge for waste management is varied for all lands receiving such a service by reducing it by \$172 to \$228;

c) That pursuant to Sections 93A of the Act, Council makes the following Service Rates in respect of the Fire Service Contributions it must collect under the Fire Service Act 1979:

- i. in respect of the Launceston Permanent Brigade Rating District of 1.468 cents in the dollar of assessed annual value of rateable land within that District; AND**
 - ii. in respect of the Volunteer Brigade Rating Districts of 0.373 cents in the dollar of assessed annual value of rateable land within those Districts; AND**
 - iii. in respect of General Land of 0.335 cents in the dollar of assessed annual value of rateable General land.**
- d) That pursuant to Section 93(3) of the Act, Council sets a minimum amount payable in respect of the fire protection service rates of \$41.**

3. Separate Apportionments

That for the purpose of these resolutions, the rates and charges shall apply to each parcel of land that is shown as being separately assessed in the valuation list prepared under the Valuation of Land Act 2001.

4. Instalment Payments

That pursuant to Section 124 of the Act Council:

- a) Decides all rates are payable by all ratepayers by four approximately equal instalments;***
- b) Determines that the dates by which instalments are to be paid shall be as follows:***
 - i. The first instalment on or before 31 August 2020***
 - ii. The second instalment on or before 30 October 2020***
 - iii. The third instalment on or before 29 January 2021***
 - iv. The fourth instalment on or before 31 March 2021***

5. Interest on Late Payments

That pursuant to Section 128 of the Act, if any rate or instalment is not paid on or before the date it falls due then there is payable a daily interest charge of 0.018657% (6.81% per annum) in respect of the unpaid rate or instalment for the period during which it is unpaid.

6. Adjusted Values

That for the purposes of each of these resolutions any reference to assessed annual value includes a reference to that value as adjusted pursuant to sections 89 and 89A of the Act.

2) Officers Report

The 2020-21 Budget Estimates, Long Term Financial Plan (LTFP) summary update and rates resolution for the 2020-21 financial year are presented for adoption by Council. A detailed analysis of the various aspects of the Budget Estimates is provided in the attached Budget Estimates & Rates Resolution Report.

The Budget Estimates, LTFP update and rates resolution will provide the continuation of many essential services to the community. The intention of Council's Budget Estimates is to generate sufficient rate revenue to fund operating expenditure, while keeping cost increases to a minimum. Council has developed the 2020-21 Budget Estimates to deliver an operating loss position on the basis that additional expenditure

measures and placing general rates on hold will assist many sections of our community that are meeting ongoing challenges caused by the COVID-19 pandemic.

The Tasmanian Audit Office reported that in the 2018-19 financial year Meander Valley Council had the lowest average rate, per rateable property, in the Northern Tasmania region. It is expected that this trend will be continued for 2020-21 with Meander Valley and many other Tasmanian Council's keeping rates unchanged for the 2020-21 year ahead. The Budget Estimates forecast a significant loss from operations of \$2,064,800, this is largely due to the external influences of the COVID-19 pandemic on Council operating activities (such as the anticipated loss of \$834,000 in Taswater distributions over 2019-20 and 2020-21) and the additional expenditure measures provided in the "Community Care and Recovery Package COVID-19 Pandemic" (Recovery Package) approved by Council on 7 April 2020 (outlined further below). Council will face the challenge of returning to a surplus operating position over the course of the ten year LTFP.

Current inflation values taken into consideration in forming the Budget Estimates include the annual CPI movement for Hobart of 3.4% (March 2019 to March 2020). The Local Government Association of Tasmania advised that an average rate increase across the State of 2.2% may be necessary as an inflation reference in 2020-21 to allow current levels of service to be maintained, assuming other revenue sources (e.g. grants) also increase in line with expenditure. To assist in limiting the cost of living increases to property owners during this difficult time, Council made the decision in the Recovery Package to deliver the Budget Estimates based on a zero percent increase in general rates and to develop a Financial Hardship Assistance Policy. A rates waiver (remission) for a period of six months was also extended to the Commercial and Recreation Land Use Classes (as determined by the Tasmanian Valuer General).

The Budget Estimates provide for \$15 million in capital expenditure funding for the 2020-21 financial year which includes fully funding the works program approved in May 2020. This has a focus on maintaining our extensive road and bridge network but also delivering improved recreational facilities for the Meander Valley community.

The COVID-19 Response Package is Meander Valley Council's response to the significant economic impacts of the COVID-19 pandemic on residents and businesses. The 2020-21 Budget Estimates include \$1.6 million of measures aimed to assist the community in a range of ways. Further expenditure measures of \$173,300 are forecast for the 2021-22 financial year. The Recovery Package provides for a freeze on general rates increases for 2020-21, additional community grants programs and additional spending measures for the next twelve months.

The Budget Estimates, LTFP and rates resolution were discussed at Council Workshops on 5 May, 2 June and 23 June 2020.

3) Council Strategy and Policy

The Budget Estimates and rates resolution are guided by Council Policy 77 (Rates and Charges) and Council's Financial Management Strategy.

The Budget Estimates provides the funding for Council to meet its Annual Plan objectives.

The Budget Estimates provides the funding for Council to meet its objectives of the Future Directions in Council's Community Strategic Plan 2014 to 2024. The Budget Estimates specifically furthers the objective:

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

4) Legislation

Council's financial activities are governed by the Local Government Act 1993 (Act) Part 8, Financial Management (Sections 73 to 84). The Budget Estimates have been prepared in accordance with Section 82 of the Act.

A further recommendation provides authority for the General Manager to make minor adjustments with no overall change to the budget under section 82(6) of the Act.

A further recommendation provides for the budgeted revenue to be applied to property rates and charges under Part 9 of the Act.

5) Risk Management

Not applicable

6) Government and Agency Consultation

Not applicable

7) Community Consultation

The Budget Estimates underpin Council's Community Strategic Plan, which was developed with community consultation.

8) Financial Consideration

The 2020-21 Budget Estimates are summarised as follows:

Budget Estimates item	2020-21 Amount
Operating Revenue	
Rates & Charges	13,046,800
Fees & User Charges	1,150,100
Contributions	85,500
Interest	645,800
Operating Grants	4,350,400
Taswater Distributions	0
Other Revenue	184,800
Total Operating Revenue	\$19,463,400
Operating Expenditure	
Operating Wages	7,277,900
Operating Materials & Contracts	7,305,100
Finance Costs	271,600
Depreciation	5,132,200
State Fire Contribution	1,264,900
Other Expenditure	276,500
Total Operating Expenditure	(\$21,528,200)

Underlying Surplus/(Deficit)	(\$2,064,800)
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Budget Estimates item	2020-21 Amount
Capital Revenue	\$5,451,600
Capital Expenditure	(\$14,955,800)
Opening Cash & Investment Balance	\$18,721,900
Closing Cash & Investment Balance	\$12,108,800

9) Alternative Recommendations

Council can adopt the Budget Estimates, LTFP and rates resolution with amendment.

10) Voting Requirements

Absolute majority

DECISION:



MEANDER VALLEY COUNCIL

BUDGET ESTIMATES & RATES RESOLUTION 2020-21





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Basis of Preparation

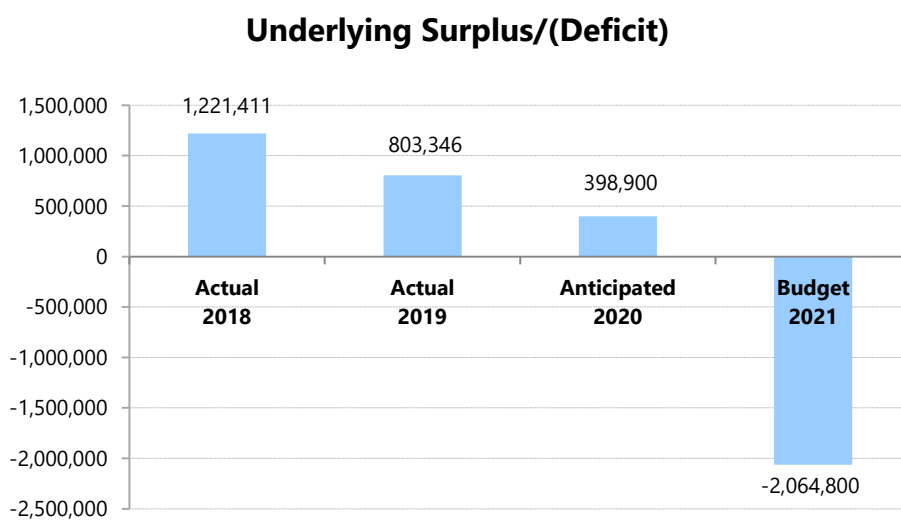
The operating budget estimates and rates resolution is presented for the 2021 financial year. The requirements of Council Policy 77 'Rates and Charges' (Rates Policy) and Council's Financial Management Strategy have been taken into consideration. The objective of the Rates Policy is to maintain a sustainable rates system that provides revenue stability and supports a balanced budget to avoid placing the burden of current expenditure on future generations. The purpose of the Financial Management Strategy is to manage the Long Term Financial Plan to retain an underlying surplus after excluding capital income and expenditure. In preparing the operating budget, Council considers the demand for services and the cost of maintaining facilities for the benefit of community members.

Underlying Deficit

The 2021 operating budget provides for an underlying deficit (loss) of \$2,064,800. There are a number of matters arising from the COVID-19 pandemic that effect the 2021 budget estimates. External economic pressures are affecting Council operations and Council has provided additional expenditure measures under the "Community Care and Recovery Package COVID-19 Pandemic" (Recovery Package) approved on 7 April 2020. During the discussions and workshops where the Recovery Package was developed, Council identified that a loss will be established for the 2021 financial year on the basis that the long term costs to Council of the pandemic are made back over the ten year Long Term Financial Plan. Continuing to provide for a surplus into the future remains a challenge for Council. Funding for specific one off projects and programs to be delivered (Attachment 3) have been considered and accommodated within the context of the Long Term Financial Plan.

An underlying operating surplus occurs where the operating revenue exceeds operating expenditure. The benchmark is a surplus greater than zero (break even operating result). A positive result designates a surplus, a negative result indicates a deficit which cannot be sustained long-term.

Table 1: Actual and budget underlying surplus / (deficit) 2018 to 2021

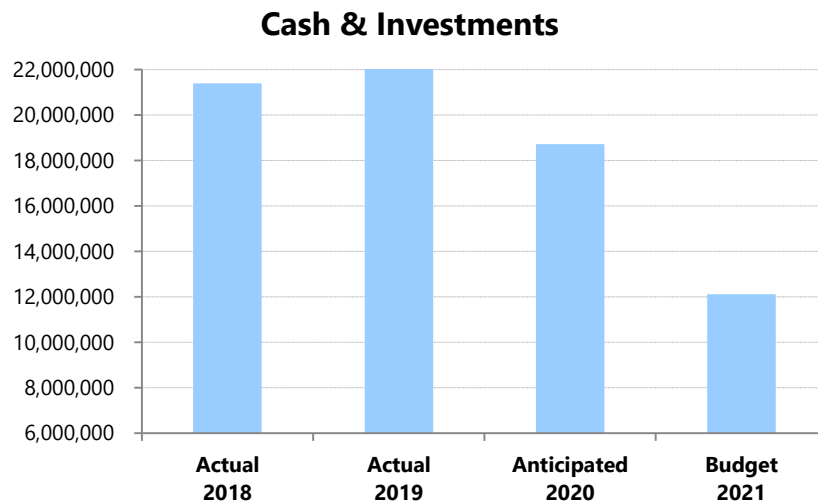




Cash & Investments

The opening cash & investments balance in 2020 was \$22,204,000, this is before removing total liabilities at the time of \$11,018,200. The balance is estimated to be reduced to \$12,108,800 at the end of 2021 before taking into account any liabilities (assumed to be a similar amount). The large reduction in cash and investments is due to expected completion of a significant level of capital works and budgeted operating loss for the 2021 financial year. The reducing cash balance will continue to reduce interest revenue in the following 2022 financial year.

Table 2: Actual and budget cash & investments balance 2018 to 2021



Capital Works Expenditure

The Infrastructure and Works departments continue to manage increased capital works expenditure programs. The amounts in table 3 include the program approved by Council in May each year. The size of the programs contributes to the reducing cash balance previously identified. Accelerated and new capital expenditure will increase depreciation and maintenance expenses in future operating budgets. Council approved the 2021 capital works program at the May 2020 meeting; this combined with the estimated carry over projects from prior years brings the works in 2021 to \$14,955,800.

Table 3: Capital works expenditure 2018 to 2021

	2018	2019	2020	2021
Capital Works Program amount	\$6,640,800	\$8,181,500	\$7,641,000	\$11,499,000
Carried Forward amount	\$6,876,900	\$5,571,600	\$4,337,100	\$3,456,800
Total Estimated Spend	\$13,517,700	\$13,753,100	\$11,978,100	\$14,955,800



Inflation Reference

The Financial Management Strategy requires that general rates be increased at least in line with inflation to ensure that the primary source of funding in the Long Term Financial Plan is not diminished and that Council is keeping pace with meeting the cost of providing services to the community. Keeping pace with inflation allows current levels of service to be maintained, assuming other revenue sources (e.g. grants, interest and distributions from Taswater) also increase in line with costs. In response to the COVID-19 pandemic Council froze any increase to the General Rates and no increase to the 2020 rate in the dollar has been applied for property owners in 2021.

The Council Cost Index (CCI) is produced by the LGAT and provides an indication of how Council expenditure has changed over a period of time where spending remains constant. The index components are wage price index (50%), road & bridge construction index (30%) and the CPI for Hobart (20%). Consumer Price Index (CPI) measures the change in prices paid by households for goods and services for consumption purposes typically by measurement of the price change in a basket of consumer goods. The road & bridge construction index measures the general changes in prices in construction costs in the road and bridge construction sector.

Table 4: Relevant inflation indexes

Ratio	2020
Council Cost Index (CCI) Tasmania	2.2% (Jan 19 - Dec 19)
Consumer Price Index (CPI) Tasmania	3.4% (Mar 19 - Mar 20; 2.7% Dec 18 - Dec 19)
Wage Price Index Tasmania	2.3% (Mar 19 to Mar 20)
Road and Bridge Construction Index Australia	0.9% (Mar 19 to Mar 20)
Non-residential building construction Tasmania	3.9% (Mar 19 to Mar 20)



Consolidated Operating Statement

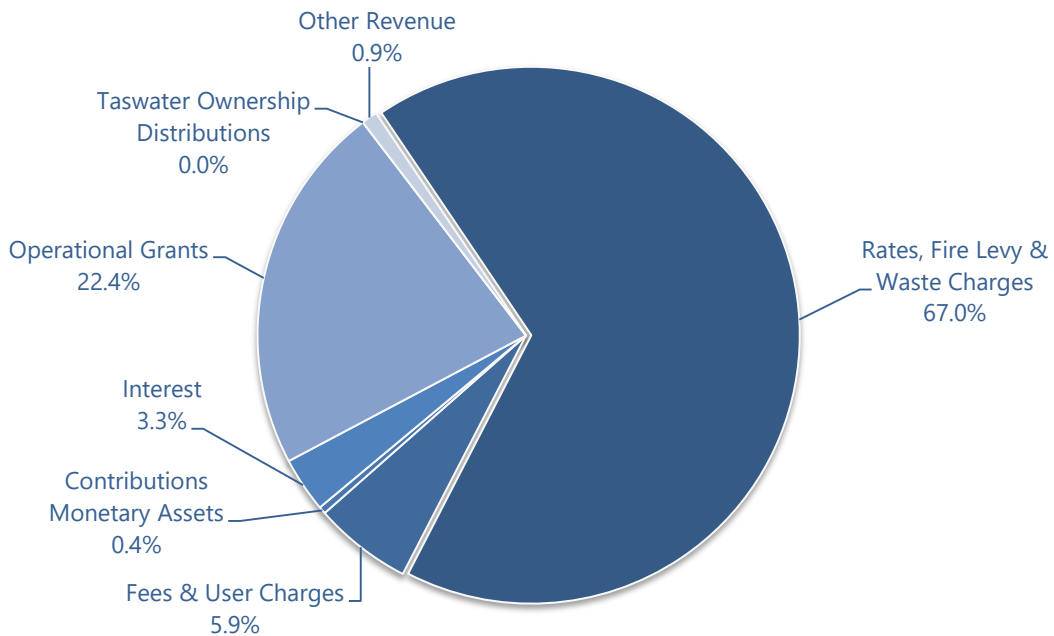
The consolidated operating statement provides an overview of Council's revenue, expenditure, underlying surplus, capital income and cash reconciliation for the 2021 year.

Consolidated Operating Statement	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	'20 to '21 Variance	
Operating Revenue					
Rate Revenue	12,966,400	12,804,500	13,046,800	80,400	0.62%
Fees & User Charges	1,255,000	1,227,300	1,150,100	(104,900)	-8.36%
Contributions	51,500	147,400	85,500	34,000	66.02%
Interest	835,600	818,600	645,800	(189,800)	-22.71%
Grants & Subsidies	4,441,200	4,869,200	4,350,400	(90,800)	-2.04%
Other Revenue	748,700	491,000	184,800	(563,900)	-75.32%
Total Operating Revenue	20,298,400	20,358,000	19,463,400	(835,000)	-4.11%
Operating Expenditure					
Departments					
Governance	1,360,600	1,139,400	1,546,100	185,500	13.63%
Corporate Services	2,193,000	2,095,300	2,227,200	34,200	1.56%
Infrastructure Services	3,123,300	3,599,600	3,932,800	809,500	25.92%
Community & Development Services	2,637,600	2,428,800	2,972,500	334,900	12.70%
Works	3,911,100	3,896,300	3,904,400	(6,700)	-0.17%
Maintenance & Working Expenses	13,225,600	13,159,400	14,583,000	1,357,400	10.26%
Borrowing Costs	266,000	271,600	271,600	5,600	2.11%
Depreciation	5,088,000	5,013,700	5,132,200	44,200	0.87%
Payments to Government Authorities	1,264,900	1,264,900	1,264,900	-	0.00%
Other Expenses	286,800	249,500	276,500	(10,300)	-3.59%
Total Operating Expenditure	20,131,300	19,959,100	21,528,200	1,396,900	6.94%
Underlying Surplus/(Deficit)	167,100	398,900	(2,064,800)		
Removed Net Actual One Off Expenditure	548,500	769,800	1,228,200		
Added Long Term Financial Plan One Off Allocation	(500,000)	(500,000)	(500,000)		
Estimated Recurring Surplus/(Deficit)	215,600	668,700	(1,336,600)		
Capital Items					
Subdivision Contributions	300,000	543,900	300,000		
Capital Contributions	-	13,100	-		
Capital Roads to Recovery Funding	874,300	874,300	874,300		
Capital Grants	510,000	440,000	4,277,300		
Sale of Assets	216,000	291,200	-		
Total Capital Items	1,900,300	2,162,500	5,451,600		
Cash Reconciliation					
Opening Cash Balance	20,729,700	22,204,000	18,721,900		
Surplus, Non-Cash Items & Loan Payments	7,016,200	7,524,900	8,342,700		
Capital Asset Expenditure	(11,978,100)	(11,007,000)	(14,955,800)		
Closing Cash Balance	15,767,800	18,721,900	12,108,800		



Revenue

Revenue Item	Budget 2020	Budget 2021	Increase / (Decrease)
Rate Revenue	\$12,966,400	\$13,046,800	\$80,400
Fees & User Charges	\$1,255,000	\$1,150,100	(\$104,900)
Contributions	\$51,500	\$85,500	\$34,000
Interest	\$835,600	\$645,800	(\$189,800)
Grants & Subsidies	\$4,441,200	\$4,350,400	(\$90,800)
Other Revenue (inc. Taswater distributions)	\$748,700	\$184,800	(\$563,900)
Total Revenue	\$20,298,400	\$19,463,400	(\$835,000)



General Rates

General rates constitute taxation for the purposes of Local Government rather than a fee for service and are based on the value of rateable land. Council's rates policy requires the general rates to be levied based on a property's Assessed Annual Value (AAV). The values for each property are determined by the Tasmanian Valuer General (OVG) who are regarded as the independent assessor of a property's value. AAV reflects a ratepayer's capacity to pay.

In 2019 all properties received a fresh valuation with the updated values applied on 1 July 2019. A full revaluation of every property occurs every six years with adjustment factors (indexation) received every two years from the valuation.



Table 5 has been prepared as an estimate of general rates charges from a number of Northern Tasmanian Councils. It does not take into account the differing circumstances, services provided, or the value of properties within each Council area. The values are based on Meander Valley's average Residential property for 2020 (\$327,700 capital value, \$14,000 AAV) and average Primary Production property for 2020 (\$885,600 capital value, \$35,400 AAV).

Table 5: General Rates estimate comparison from Northern Councils in 2020

Council	Residential Property		Primary Production Property	
City of Launceston	\$1,240	Based on a fixed charged of \$291 plus AAV RID 6.7654	\$2,955	Based on a fixed charged of \$291 plus AAV RID 7.5215
West Tamar	\$1,135	Based on an AAV RID 8.09 with a \$176 minimum	\$2,865	Based on an AAV RID 8.09 with a \$176 minimum
George Town	\$1,125	Based on Averaged Area Rates for George Town residential properties	\$2,950	Based on 0.3331 cents in the dollar on the capital value of the land
Break O'Day	\$1,136	Based on an AAV RID 8.10 with a \$551 minimum	\$2,869	Based on an AAV RID 8.10 with a \$551 minimum
Dorset	\$1,113	Based on an AAV RID 7.933 with a \$273 minimum	\$2,810	Based on an AAV RID 7.933 with a \$273 minimum
Northern Midlands	\$992	Based on an AAV RID 7.07 with a \$494 minimum	\$1,438	Based on an AAV RID 4.06 with a \$299 minimum
Meander Valley	\$797	Based on an AAV RID 5.682 with a \$170 minimum	\$2,013	Based on an AAV RID 5.682 with a \$170 minimum

Table 6 outlines the general rate increases that Council has approved from 2017 to 2020. General rates revenue includes increases on the prior year rates levied (by percentages below) in addition to amounts received for new property developments and supplementary valuations throughout the year.

Table 6: Meander Valley rate increases 2018 to 2020

	2018	2019	2020	2021
General rate increase	2.8%	4.5%	2.5%	0%

Council receives an increase in general rates each year due to property development activity, primarily new building construction and property subdivision. The amount of additional rates from supplementary property revaluation is around \$40,000 to \$60,000.

Council's anticipated actual General Rates Balance for 2020 is \$10,161,400. This amount is reduced by rates remissions of \$151,400 to the Commercial and Recreation Land Use Classes (LUC) approved in the Recovery Package. The anticipated General Rates for 2020 is valued at \$10,010,000.



Council's budgeted General Rates for will receive no increase to the rate of 5.682¢ per dollar of AAV property valuation applied in the current financial year, with a minimum amount payable of \$170. This is consistent with Council's Rates Policy where the property value largely determines the general rate levied regardless of the LUC. General Rates are expected to provide \$10,249,600 including supplementary valuations. This amount is reduced by rates remissions of \$151,900 to the Commercial and Recreation LUC approved in the Recovery Package. The budgeted General Rates for 2021 is valued at \$10,097,700.

The proposed rates model for 2021 is based on the following principles:

- The Financial Management Strategy states that general rates will be increased annually at least with inflation to ensure that that the primary source of funding in the LTFP is not diminished and that Council is keeping pace with meeting the cost of providing services to the community.
- The proposed rate increase is designed to keep pace with the cost of delivering the current level of service.
- General rates increases are on hold for 2021 in line with the Recovery Package decision of 7 April 2020.
- Interest for late payment of rates has been produced in accordance with the Rates Policy. It is applied where a payment is made after the instalment due date. The amount is determined in accordance with Section 128 of the Act, which has decreased from 8.10% to 6.81% for 2021.
- Council's Rates Policy does not apply a fixed % penalty in addition to the daily interest charge which is allowed under the Act for overdue instalments.
- Council's Rates Policy does not provide a discount for early payment of general rates which is allowed under the Act.
- The instalment system with a late payment interest charge with no discount and no fixed penalty has worked well since inception of Meander Valley Council in 1993. The community is familiar with our rates collection arrangements.
- Following the completion of the current significant capital works projects and delivery of the Recovery Package, future rates increases are required to offset the decline in bank interest from cash at bank. The need for increases will be assessed annually as revenue and expenditure assessments are often subject to change. General rates increases above inflation are factored into the Long Term Financial Plan to provide for at least a break even position over the ten year period. Last year's LTFP provided 0.25% for 2021 and 0.25% for 2022 however with additional spending the future general rate increases are now expected to be 5%.

An increase of 3.4% for the 2021 financial year in line with the annual CPI to March 2020 would have provided an additional \$346,800 in General Rates revenue.



Table 7: Indicative distribution of general rates provided from each Land Use Class

Land Use Class (LUC)	Rateable Properties	Rates 2021	LUC Share of Rates	Average per Property
Commercial	191	781,300	7.7%	4,091
Industrial	84	257,300	2.5%	3,063
Primary Prod.	1,169	2,374,100	23.3%	2,031
Public Service	113	210,400	2.1%	1,862
Quarry	2	3,300	0.0%	1,650
Residential	7,902	6,302,800	61.8%	798
Sport & Rec.	15	23,100	0.2%	1,540
Vacant	763	247,300	2.4%	324
Total	10,239	\$10,199,600	100.0%	

Waste Management Service Charges

The waste service charges have been produced in line with Council's Financial Management Strategy and Rates Policy. The charge is based on all properties paying a fixed charge for the cost of Council's household waste management infrastructure including tips and transfer stations. An additional variable amount is charged for those properties receiving kerbside bin collection. The additional charge is for a standard 80 litre mobile garbage bin and one mobile recycle bin. The variable charge is increased where ratepayers opt for a larger 140 litre or 240 litre size mobile garbage bin.

The completion of the waste service charge implementation to a full cost recovery was achieved in 2017 after several years of planning. The revenue it provides seeks to make waste cost recovery and underpins a lower general rate. The intent of Council's Recovery Package to apply no increase to the General Rates for the 2021 financial year is taken to also apply to the equitable fixed charge for the provision of waste services. The fixed service charge of \$56 in 2020 was calculated on the basis that Council seeks the household waste function to be self-funding receiving an even contribution from all rateable properties that contributes to covering the significant cost of waste management for the municipality. The \$56 charge will raise approximately \$586,200 which reflects the costs of providing household waste infrastructure in a charge, rather than being included in the general rate's rate in the dollar calculation based on property value. The charge would increase to \$64 in 2021 in order to be cost recovery, this has been placed on hold for 2021 in line with the Recovery Package.



The kerbside bin collection charges are calculated on a cost recovery basis for those properties that receive the service. As demonstrated in Table 8 these costs have seen little increase for a number of years. The proposed kerbside collection charge of \$207 for an 80 litre bin, \$228 for a 140 litre bin and \$400 for a 240 litre bin include the base \$56 charge for all rateable properties. Kerbside collection charges will raise approximately \$1,088,000.

We continue to experience significant cost increases in the area of recycling collection, this is common for all Local Government and private operators in the recycling market. The cost of recycling and resistance of Asia to accept Australia's recycling input has increased the cost to the householder. The cost to provide the recycling service is estimated to have increased by 70% in the past two years. The kerbside bin collection service is expected to be reviewed with Council's waste management strategy in the 2021 financial year. While the cost increase of the kerbside bin collection will be passed on those customers receiving the service it must be noted that Council will be losing over \$83,000 due to the decision not to increase the \$56 charge for all properties.

Table 8: Waste service charges progressing to cost recovery 2018 to 2021

	2018	2019	2020	2021
80L kerbside collection	\$180	\$180	\$184	\$207
140L extra capacity kerbside collection	\$206	\$206	\$210	\$228
240L extra capacity kerbside collection	\$360	\$360	\$364	\$400
Fixed service charge	\$52	\$52	\$56	\$56*

* Note fixed charge on hold, would increase to \$64 to be cost recovery.

State Fire Commission Contribution

The revenue to be raised for the State Fire Service Contribution is determined by, and paid to, the State Fire Commission, therefore there is no effect on the level of the General Rate. The individual fire district contributions are set by the State Fire Commission. The State Government have advised that as a result of the COVID-19 pandemic they have determined not to increase the 2020 amounts which are contained in Table 9. The rate in the dollar calculation for each property for 2021 is contained in table 10.

Table 9: State fire commission contribution revenue request 2020 & 2021

Rating District	2020	2021
Launceston Permanent Fire Brigade	\$796,416	\$796,416
Country Volunteer Fire Brigade	\$238,596	\$238,596
General Land	\$229,836	\$229,836
Total	\$1,264,848	\$1,264,848



Table 10: State fire commission contribution rates 2021

Rating District	2021 Rate in \$	Minimum Amount
Launceston Permanent Fire Brigade	1.468	\$41
Country Volunteer Fire Brigade	0.373	\$41
General Land	0.335	\$41

Financial Assistance Grants

Financial Assistance Grants (FAGs) funding is provided from the Commonwealth and administered by the State Grants Committee. The overall grants pool was approved in the Federal Budget. No increase has been provided for in the 2021. While a small indexation in the overall grant pool is expected from the Federal Government (2021 budget not approved until October 2020), Meander Valley's grant need, relative to other Tasmanian Councils, is declining and therefore is expected to offset any inflation increase. The grants have been budgeted for 2021 based on the 2020 allocation after allowing 2020 increase caps. This may prove to be a conservative approach however it is noted that Council's funds received decreased by \$5,000 (-0.12%) in the 2020 financial year.

Table 11: Financial Assistance Grant amounts 2020 & 2021

FAGs	2020	2021
Roads	\$2,050,100	\$2,065,900
Bridges	\$154,300	\$155,500
General Grants	\$2,074,700	\$2,086,000
Annual FAG Payment	\$4,279,100	\$4,307,300

Fees & User Charges

Fees and user charges cover a wide range of services including planning, building plumbing, health services, animal licences, tip, cemetery fees and hire of Council facilities. They are reviewed by Council annually to ensure the amount charged is relative to the cost of providing a service (where applicable) and being in line with community expectations. Council's volume of building and planning applications remained very high for the first nine months of the 2020 financial year. These applications have been accommodated by our existing development services employees. As a result anticipated revenue for 2020 would have exceeded the budget prior to Recovery Package measures. The annual review of fees and charges will occur at the June Council meeting with animal charges and health fees having been reviewed by Council in May 2020.

As part of the Recovery Package Council decided not to increase any existing charges from the current 2020 rates, to waive fees for sport and recreation for ground and building hire from the closure until three months after facilities are reopened, and to waive food business licence fees for the 2021 financial year. These measures are anticipated to result in a one off reduction of \$130,000, the budgeted fees and charges reflect those decisions.



The percentage of fees and charge revenue, relative to overall revenue, is consistent with prior years however an increase has been experienced in the volume of building and planning applications. The amount in 2021 is estimated to be \$1,144,200, 5.9% of revenue which compares with 6.2% in the 2020 budget.

Table 12: Fees & user charges income 2018 to 2021

	2018	2019	2020	2021
Fees & User Charges	\$1,126,500	\$1,228,300	\$1,255,000	\$1,150,100
Operating Revenue	\$19,549,400	\$19,864,900	\$20,298,400	\$19,463,400
Percentage of Revenue	5.8%	6.2%	6.2%	5.9%

Other Revenue

Interest revenue from investments will decrease in 2021 due to the lower interest rates offered by financial institutions and the decrease in Council's cash balances. Interest from loaned funds will remain at similar levels and rate debtor interest is expected to decrease slightly in line with the prescribed rate reducing from 8.1% in 2020 to 6.8% in 2021.

Upon completion of the large capital works program and budgeted loss from operations, the cash and investment balance will reduce which in turn reduces the amount of interest revenue anticipated beyond 2021.

Council has an ownership interest of 3.02% in the State's water and sewerage corporation Taswater. In August 2016 the Taswater board announced a decision to reduce all Councils annual distributions by 1/3 from \$834,000 to \$556,000 which occurred for the 2019 financial year. Following the COVID-19 pandemic the board advised that half (\$278,000) of Council's will now not be received for 2020 and no distribution is likely for 2021.

Other income includes unallocated property rental income and contributions from Northern Midlands Council under an employee shared service arrangement.

In addition to the FAGs Council has received a number of grants in 2020 and anticipates receipt of a range of grants 2021 outlined in Table 13 and Table 14.

Table 13: Operating grants income 2020 & 2021

Operating Grants	2020	2021
Diesel Fuel Rebate	\$42,000	\$43,000
Flood Mapping	\$8,600	\$0
	\$50,600	\$43,000



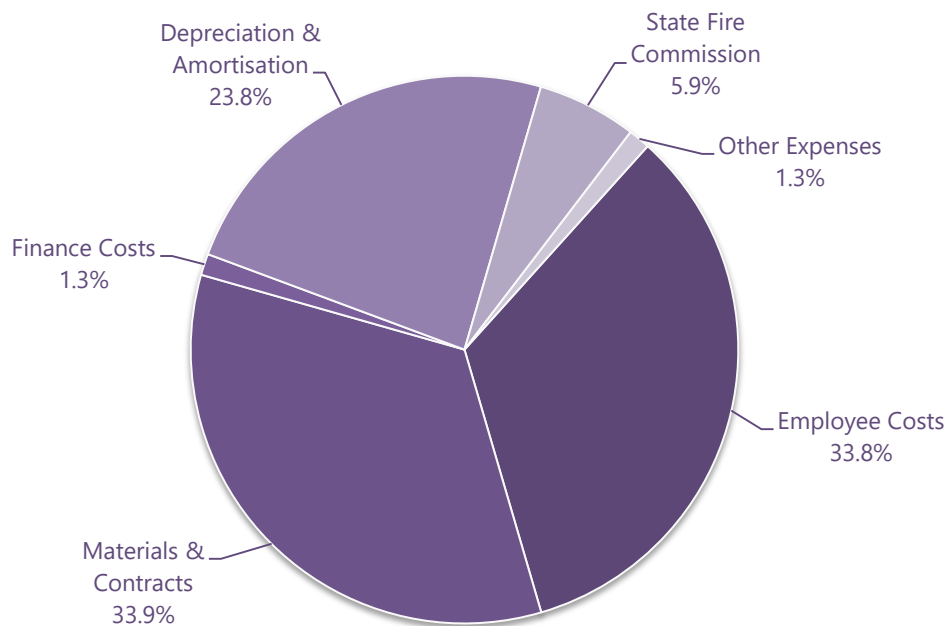
Table 14: Capital grants income 2020 & 2021

Capital Grants	2020	2021
Roads to Recovery	\$874,300	\$874,300
COVID-19 Federal Infrastructure	\$0	\$874,000
Blackspot road funding	\$70,000	\$70,000
Bus Stop Developments (2)	\$0	\$40,000
Federal Bracknell Hall	\$0	\$600,000
Federal Community Complex	\$0	\$1,700,000
Federal Prospect Vale Park Grounds	\$0	\$700,000
Federal Hadspen Bull Run	\$0	\$225,000
Mole Creek Playground	\$0	\$8,000
Hadspen Rec Ground Building	\$0	\$60,000
Prospect Vale Park roundabout	\$200,000	\$0
Westbury recreation building grant	\$240,000	\$0
	\$1,384,300	\$5,151,600



Expenditure

Expenditure Item	2020	2021	Increase / (Decrease)
Departments Wages	\$6,798,100	\$7,277,900	\$479,800
Departments Materials & Contractors	\$6,427,500	\$7,305,100	\$877,600
Borrowing Costs	\$266,000	\$271,600	\$5,600
Depreciation	\$5,088,000	\$5,132,200	\$44,200
State Fire Commission Contribution	\$1,1264,900	\$1,264,900	\$0
Other Expenditure	\$286,800	\$276,500	(\$10,300)
Total Expenditure	\$20,131,300	\$21,528,200	\$1,396,900



The operating expenditure of Council covers a wide range of services contained within the functions of Administration, Roads Streets & Bridges, Health & Community Services, Land Use Planning & Building, Recreation & Culture and Other Unallocated. Expenditure will increase in 2021, in part due to inflation affecting the cost of labour and materials, the COVID-19 pandemic and Recovery Package.



Departments Expenditure

The operating expenses of the Departments are proposed to increase by \$1,357,400 (10.26%). The majority of these increases are one off and non-recurring projects (some occur semi regularly such the four year Councillor elections), many which are provided for in the COVID Recovery Package. Alternatively recurring projects are those that occur each year (such as parks & reserves mowing). A total of \$1,600,200 one off projects are proposed to occur in 2021, an increase of \$975,300. A complete list of the one off projects is provided as Attachment 3. Recurring Departmental expenses have increased by \$382,100 (3.03%). Employee cost increases have been offset somewhat by savings in other materials and contracts.

Table 15: Departments expenditure itemised by function

Functional Area	2020	2021
Administration & Governance	\$3,232,400	\$3,613,800
Roads, Streets & Bridges	\$2,388,100	\$2,456,800
Health, Community & Welfare	\$4,678,900	\$5,628,000
Land Use Planning & Building	\$1,328,300	\$1,431,000
Recreation & Culture	\$1,955,400	\$1,815,700
Unallocated & Heavy Plant CWP Recoveries	(\$357,500)	(\$362,300)
Total Departmental Expenditure	\$13,225,600	\$14,583,000
Removal of one off project expenditure	(\$624,900)	(\$1,600,200)
Recurring Total Departmental Expenditure	\$12,600,700	\$12,982,800

Employee Expenditure

Council's Total employee costs are budgeted at \$7,907,400 for the 2021 financial year, this is increased by \$527,200 (7.1%) from the 2020 total employee cost of \$7,380,200. Increases in employee expenditure result from new positions, cost increases for current employees (including annual salary increase) and increases in employment on costs such as Payroll Tax, Superannuation and Workers Compensation Insurance.

A new position was created under the Recovery Package with the Manager Business and Economic Recovery commencing in June 2020. Two additional temporary positions have been created as one off expenses as transition to retirement arrangements which will ensure continuity of knowledge of long term employees. The three temporary positions are included in the One Off projects listing in Attachment 3 and account for \$251,600 (including on costs) of the employee expenditure increases for 2021.

The annual salary increases provided to employees in accordance with Council's Employment Agreement through Fair Work. The agreement provides for employees to be provided with the greater of 2.5% or CPI (Hobart) March 2019 to 2020.



On costs increase proportionately in line with the salary increases for current employees and additional costs are incurred for new positions. Superannuation, Payroll Tax and Workers Compensation percentages remain largely unchanged for the 2021 financial year.

The Departments expenditure includes employee costs. Department's wages are expected to increase by \$497,800 (7%) in 2021. The overall increase in employee related costs is \$527,200 (7%) when including the labour that is allocated to Council's capital works expenditure (infrastructure construction) rather than the Departments operating expenditure.

Anticipated employee costs for the 2020 financial year are below budget due in part to the General Manager, Manager Community and Lifestyle, Technical Officer Infrastructure positions being unfilled and covered by existing employees for extended periods.

Borrowing Costs

Borrowing costs include interest paid to Tascorp for Council's loan liability balance of \$3.6 million and the present value movement associated with Council's liability to rehabilitate the landfill sites at Deloraine and Cluan.

Depreciation

Depreciation recognises the allocation of the value of an asset over its useful life. The depreciation charged on an annual basis is reflective of the services being provided to the community during the year. New and upgraded infrastructure capital expenditure has the effect of increasing the value of depreciation. Council were advised in the May 2019 Council meeting agenda that the 2020 capital works program would add \$66,000 in operating costs when the assets were complete, the May 2020 meeting agenda advised that the 2021 capital works program would add \$104,000 in operating costs when the assets were complete. It is noted that there are some capital works projects approved in prior years nearing completion that may affect depreciation also, the new Westbury Recreation Ground building is now complete and additional operating expenses will be incurred as a result. Depreciation is expected to increase by \$44,200 (0.9%) in 2021 across a range of asset classes.

Other Expenditure

Community incentive grants of \$100,900 are included in this expenditure line. It is noted that this amount includes townscape incentive grants, community organisation regulatory fee refunds and representative sporting grants. Also included in other expenditure is external audit fees paid to the State Government of \$34,300 and the cost of infrastructure assets required to be reconstructed before they reached the end of their full useful life.



Long Term Financial Plan

Council's Long Term Financial Plan (LTFP) has been updated for the period 2021 to 2030 to assist in the long term nature of the decisions made in the operating budget. The LTFP demonstrates how Council's operating position is very much dependant on external revenue sources being Federal FAG grant funds, Taswater distributions and interest revenue. Cash reserves are also impacted by the level of capital works undertaken and the subsequent levels of interest income. The Financial Management Strategy requires Council to manage its LTFP to retain an underlying surplus after excluding capital income and expenditure. On this basis real increases (i.e. above inflation) of 5.0% are provided for in the LTFP. The Recovery Package approved by Council at the 7 April 2020 meeting provides for a range of financial measures, some affecting one financial year and some (such as not increasing General Rates in 2021) that will affect many years into the future. In order to fund the Recovery Package it is acknowledged that general rates increases above inflation will be required over the course of the LTFP. Increases of 1% have been factored into the LTFP for each of the five years from 2022 to 2027, the need for those increases will be assessed in those respective years. These increases were included to ensure Council does not run at a loss over the ten year period. The LTFP is updated annually to review estimates for the ten year period and ensure they are current. The LTFP summary is provided as Attachment 1.

The LTFP provides long term projections, a summary of significant financial information is provided in tables 16 to 18.

Table 16: LTFP Underlying surplus / (deficit) projections 2021 to 2030 ('\$000)

2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
(2,065)	(546)	(522)	(275)	(185)	(92)	8	136	159	168

Table 17: LTFP Cash & investment projections 2021 to 2030 ('\$000)

2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
12,110	7,759	7,336	7,791	8,569	5,791	7,274	7,787	9,087	8,542

*Note the gross cash & investment balance does not take into account Council liabilities

Table 18: LTFP Capital works expenditure projections (excl. subdivisions) 2021 to 2030 ('\$000)

2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
14,955	9,919	10,034	5,654	5,473	6,166	4,942	5,897	5,155	7,028



Summary

The 2021 Budget Estimates is expected to see Meander Valley maintain service levels while retaining the lowest General Rate in Northern Tasmania. The operating budget, rates resolution and long term financial plan for 2021 will provide the continuation of many essential services provided to the community. While the operating budget presents a substantial operating loss for 2021, this is as a result of the financial actions taken by Council in the COVID-19 Recovery Package. General Rate increases above inflation will be required in future financial years in order to return the Long Term Financial Plan to a sustainable position. Council will encounter challenges in coming years to return to operating surplus' such as the additional cost of new infrastructure developments and to a lesser extent Council's reliance on external funding sources such as Taswater distributions, interest income and Financial Assistance Grants.

The operating budget, long term financial plan and capital works program have been prepared after presenting information to Councillors and discussions held at May and June Council Workshops. A summary of the rating recommendation is provided in Table 19.

Table 19: Recommended rates & charges 2021 with 2020 comparison

	Budget 2020	Budget 2021	Rates & Charges 2021
General Rates	\$10,177,300	\$10,097,700	5.682 cents in the \$ \$170 minimum
Fire Levy: Launceston Permanent Brigade	\$796,500	\$796,500	1.468 cents in \$ \$41 minimum
Fire Levy: Volunteer Brigade Districts	\$238,600	\$238,600	0.373 cents in \$ \$41 minimum
Fire Levy: General Land	\$229,800	\$229,800	0.335 cents in \$ \$41 minimum
Fire Levy Total	\$1,264,900	\$1,264,900	
Waste Management Infrastructure Contribution	\$207,900	\$208,000	\$56
Waste Kerbside Collection 80 Litre	\$653,900	\$730,100	\$207
Waste Kerbside Collection 140 & 240 Litre	\$662,400	\$746,100	\$228 & \$400
Waste Management Service Charges Total	\$1,524,200	\$1,684,200	
Total Rate Revenue (Consolidated Operating Statement)	\$12,966,400	\$13,046,800	

Budget report produced by:

Jonathan Harmey
Director Corporate Services



Attachments

1. Long Term Financial Plan summary
2. General Rate Increases Comparison by Locality
3. One Off Specific Projects & Programs



MEANDER VALLEY COUNCIL Long Term Financial Plan 2021

Statement of Comprehensive Income

	Anticipated 2019-20 \$'000	Budget 2020-21 \$'000	Estimate 2021-22 \$'000	Estimate 2022-23 \$'000	Estimate 2023-24 \$'000	Estimate 2024-25 \$'000	Estimate 2025-26 \$'000	Estimate 2026-27 \$'000	Estimate 2027-28 \$'000	Estimate 2028-29 \$'000	Estimate 2029-30 \$'000
Operating Revenue											
General Rate Revenue	10,010	10,098	10,403	10,559	10,718	10,879	11,042	11,097	11,152	11,208	11,264
Waste Management Service Charges	1,526	1,684	1,684	1,684	1,684	1,684	1,684	1,684	1,684	1,684	1,684
Fire Levy	1,268	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265
Fees & User Charges	1,227	1,150	1,230	1,230	1,230	1,230	1,230	1,230	1,230	1,230	1,230
Contributions & Donations	147	86	86	86	86	86	86	86	86	86	86
Interest	819	646	466	351	224	242	212	193	223	249	261
Operating Grants	4,869	4,350	4,390	4,390	4,390	4,364	4,390	4,390	4,390	4,390	4,390
Other Revenue	491	185	747	747	747	747	747	747	747	747	747
Total Operating Revenue	20,358	19,463	20,271	20,312	20,343	20,496	20,656	20,692	20,777	20,859	20,926
Operating Expenditure											
Employee Expenses	5,704	6,216	6,216	6,216	6,216	6,216	6,216	6,216	6,216	6,216	6,216
Materials & Contractors Expenses	6,465	6,767	6,767	6,767	6,767	6,767	6,767	6,767	6,767	6,767	6,767
Added Maintenance Estimate: AM Plans	-	-	135	174	218	256	301	339	376	415	453
Interest	218	218	211	211	-	-	-	-	-	-	-
Depreciation	4,845	4,963	5,043	5,102	5,153	5,179	5,200	5,220	5,241	5,261	5,282
Unwinding Tip Provision	223	223	223	223	223	223	223	-	-	-	-
Payments to Government Authorities	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265
One off Non-Recurrent	990	1,600	680	600	500	500	500	600	500	500	500
Other Payments	250	277	276	276	276	276	276	276	276	276	276
Total Operating Expenditure	19,959	21,528	20,817	20,834	20,618	20,682	20,748	20,683	20,641	20,700	20,759
Underlying Surplus/(Deficit)	399	(2,065)	(546)	(522)	(275)	(185)	(92)	8	136	159	168
Non-Operating Items											
Subdivisions Taken Over	544	300	300	300	300	300	300	300	300	300	300
(Profit)/Loss on Disposal of Asset	291	-	-	-	-	-	-	-	-	-	-
Capital Grants & Contributions	1,327	5,152	874	4,674	874	900	900	900	900	900	900
Comprehensive Result	2,561	3,387	628	4,452	899	1,015	1,108	1,208	1,336	1,359	1,368
Add											
Depreciation	5,014	5,132	5,212	5,271	5,322	5,348	5,369	5,220	5,241	5,261	5,282
Loan Funds & Internal Transfers	-	-	920	3,600	-	-	130	162	-	-	-
Cost of Asset Sales	376	-	-	-	-	-	-	-	-	-	-
Less											
New Asset Expenditure (incl.subdivisions)	5,265	8,586	3,425	5,388	2,279	1,534	1,585	1,529	1,529	1,529	1,529
Asset Renewal/Replacement Expenditure	6,286	6,669	6,794	4,946	3,675	4,239	4,881	3,713	4,668	3,926	5,799
Loan Principal	-	-	-	3,600	-	-	-	-	-	-	-
Accrual Non-Cash Adjustments	(118)	(124)	(118)	(188)	(188)	(188)	(188)	(134)	(134)	(134)	(134)
Tip Rehabilitation Payments	-	-	1,011	-	-	-	3,106	-	-	-	-
Cash Surplus/(Deficit)	(3,482)	(6,612)	(4,351)	(423)	455	777	(2,777)	1,483	514	1,299	(545)
Opening Cash Balance	22,204	18,722	12,110	7,759	7,336	7,791	8,569	5,791	7,274	7,787	9,087
Closing Cash Balance	18,722	12,110	7,759	7,336	7,791	8,569	5,791	7,274	7,787	9,087	8,542

Rate increase above inflation required
Meander Valley Council Ordinary Agenda - 14 July 2020

0.00% 0.00%

1.00%

1.00%

1.00%

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0.0% General Rate Increase 2021

Rating Comparison - General Rates, Fire Levy & Waste Service Charges

Kerbside Collection - Standard 80 Litre

<u>General Rate: RID</u>		<u>Fire Levy: RID</u>			<u>Kerbside Collection</u>		<u>Waste Infrastructure</u>
		urban	country	other	80 Ltr	140 Ltr	Fixed
2020-21	0.05682	0.01468	0.00373	0.00335	151.00	172.00	56.00

Locality	Adj. Factor	AAV	Rates	Waste Management		TOTAL	Increase		Average Increase since 2013 reval	Total Increase since 2013 reval		
				F/Levy	Collection		Fixed	(\$)			(%)	
Prospect Vale			2020-21	806	208	151	56	\$1,222	\$23	1.92%	2.20%	16.04%
	Reval '19	\$14,191	2019-20	806	208	128	56	\$1,199	-\$82	-6.39%		
			2018-19	894	207	128	52	\$1,280	\$43	3.46%		
	1.15	\$15,136	2017-18	859	199	128	52	\$1,238	\$86	7.48%		
			2016-17	791	185	130	46	\$1,151	\$31	2.76%		
	No adj.	\$13,162	2015-16	781	180	130	30	\$1,121	\$20	1.85%		
			2014-15	782	175	128	15	\$1,100	\$47	4.51%		
		2013-14	759	173	121		\$1,053	\$21	2.00%			
Blackstone Heights			2020-21	1,081	279	151	56	\$1,567	\$23	1.49%	3.30%	26.72%
	Reval	\$19,023	2019-20	1,081	279	128	56	\$1,544	\$104	7.20%		
			2018-19	1,024	237	128	52	\$1,440	\$49	3.53%		
	1.1	\$17,336	2017-18	983	228	128	52	\$1,391	\$47	3.52%		
			2016-17	947	221	130	46	\$1,344	\$34	2.58%		
	No adj.	\$15,760	2015-16	935	215	130	30	\$1,310	\$21	1.63%		
			2014-15	936	210	128	15	\$1,289	\$52	4.24%		
		2013-14	909	207	121		\$1,237	\$27	2.24%			
Hadspen			2020-21	768	50	151	56	\$1,025	\$23	2.29%	3.33%	26.82%
	Reval '19	\$13,514	2019-20	768	50	128	56	\$1,002	\$10	0.99%		
			2018-19	761	51	128	52	\$992	\$32	3.28%		
	1.15	\$12,892	2017-18	731	50	128	52	\$961	\$67	7.54%		
			2016-17	673	44	130	46	\$894	\$26	2.96%		
	No adj.	\$11,210	2015-16	665	43	130	30	\$868	\$17	1.94%		
			2014-15	666	42	128	15	\$851	\$43	5.30%		
		2013-14	646	41	121		\$808	\$18	2.30%			

0.0% General Rate Increase 2021

Rating Comparison - General Rates, Fire Levy & Waste Service Charges

Kerbside Collection - Standard 80 Litre

<u>General Rate: RID</u>		<u>Fire Levy: RID</u>			<u>Kerbside Collection</u>		<u>Waste Infrastructure</u>
		urban	country	other	80 Ltr	140 Ltr	Fixed
2020-21	0.05682	0.01468	0.00373	0.00335	151.00	172.00	56.00

Locality	Adj. Factor	AAV	Rates	Waste Management		TOTAL	Increase		Average Increase since 2013 reval	Total Increase since 2013 reval		
				F/Levy	Collection		Fixed	(\$)			(%)	
Carrick			2020-21	880	58	151	56	\$1,145	\$23	2.05%	3.38%	33.97%
	Reval '19	\$15,486	2019-20	880	58	128	56	\$1,122	\$113	11.15%		
			2018-19	777	52	128	52	\$1,009	\$32	3.30%		
	1.1	\$13,156	2017-18	746	51	128	52	\$977	\$35	3.76%		
			2016-17	719	47	130	46	\$942	\$26	2.88%		
	No adj.	\$11,960	2015-16	709	46	130	30	\$915	\$17	1.84%		
			2014-15	710	45	128	15	\$899	\$44	5.18%		
Reval '13	\$11,960	2013-14	690	44	121		\$854	-\$28	-3.13%			
Bracknell			2020-21	703	41	151	56	\$951	\$23	2.48%	5.15%	36.09%
	Reval '19	\$12,379	2019-20	703	41	128	56	\$928	\$98	11.76%		
			2018-19	611	40	128	52	\$831	\$25	3.12%		
	1.1	\$10,340	2017-18	587	39	128	52	\$806	\$27	3.44%		
			2016-17	565	38	130	46	\$779	\$23	3.08%		
	No adj.	\$9,400	2015-16	557	38	130	30	\$755	\$17	2.32%		
			2014-15	558	37	128	15	\$738	\$39	5.62%		
Reval '13	\$9,400	2013-14	542	36	121		\$699	\$60	9.38%			
Westbury			2020-21	808	53	151	56	\$1,069	\$23	2.20%	3.84%	33.72%
	Reval '19	\$14,229	2019-20	808	53	128	56	\$1,046	\$99	10.46%		
			2018-19	718	48	128	52	\$947	\$30	3.25%		
	1.1	\$12,164	2017-18	690	47	128	52	\$917	\$33	3.73%		
			2016-17	664	43	130	46	\$884	\$26	2.98%		
	No adj.	\$11,058	2015-16	656	42	130	30	\$858	\$17	1.97%		
			2014-15	657	42	128	15	\$842	\$43	5.33%		
Reval '13	\$11,058	2013-14	638	40	121		\$799	\$7	0.82%			

0.0% General Rate Increase 2021

Rating Comparison - General Rates, Fire Levy & Waste Service Charges

Kerbside Collection - Standard 80 Litre

<u>General Rate: RID</u>		<u>Fire Levy: RID</u>			<u>Kerbside Collection</u>		<u>Waste Infrastructure</u>
		urban	country	other	80 Ltr	140 Ltr	Fixed
2020-21	0.05682	0.01468	0.00373	0.00335	151.00	172.00	56.00

Locality	Adj. Factor	AAV	Rates	Waste Management			TOTAL	Increase		Average Increase since 2013 reval	Total Increase since 2013 reval	
				F/Levy	Collection	Fixed		(\$)	(%)			
Deloraine			2020-21	733	48	151	56	\$988	\$23	2.38%	3.78%	27.68%
	Reval '19	\$12,902	2019-20	733	48	128	56	\$965	\$47	5.12%		
			2018-19	692	46	128	52	\$918	\$29	3.22%		
	1.1	\$11,713	2017-18	664	45	128	52	\$889	-\$2	-0.24%		
			2016-17	672	44	130	46	\$892	\$26	2.97%		
	1.05	\$11,180	2015-16	663	43	130	30	\$866	\$50	6.15%		
			2014-15	632	40	128	15	\$816	\$42	5.40%		
	Reval '13	\$10,648	2013-14	614	39	121		\$774	\$38	5.23%		
Average Residential Property with 80L bin Waste Collection since 2013 Revaluation										24.98%	201.04%	
Average Residential Property with 80L bin Waste Collection since 2013 Revaluation										3.57%	28.72%	
Mole Creek			2020-21	639	41	-	56	\$736	\$0	0.00%	5.51%	49.40%
	Reval '19	\$11,252	2019-20	639	41	-	56	\$736	\$130	21.38%		
			2018-19	515	40	-	52	\$607	\$21	3.64%		
	1.1	\$8,714	2017-18	494	39	-	52	\$585	\$25	4.53%		
			2016-17	476	38	-	46	\$560	\$22	4.11%		
	No adj.	\$7,922	2015-16	470	38	-	30	\$538	\$15	2.92%		
			2014-15	471	37	-	15	\$523	\$30	6.03%		
	Reval '13	\$7,922	2013-14	457	36	-		\$493	\$7	1.49%		
COUNTRY CLUB			2020-21	245,462	63,418	-	56	\$308,936	\$0	0.00%	-0.05%	-1.72%
Reval '19	\$4,320,000	2019-20	245,462	63,418	-	56	\$308,936	-\$13,931	-4.31%			
		2018-19	262,226	60,588	-	52	\$322,867	\$12,574	4.05%			
No adj.		2017-18	251,868	58,373	-	52	\$310,293	-\$18,811	-5.72%			
		2016-17	266,746	62,311	-	46	\$329,103	\$5,047	1.56%			
No adj.		2015-16	263,323	60,704	-	30	\$324,057	\$1,129	0.35%			
		2014-15	263,727	59,185	-	15	\$322,927	\$8,596	2.73%			
Reval '13	\$4,440,000	2013-14	256,047	58,284	-		\$314,331	\$2,931	0.94%			

0.0% General Rate Increase 2021

Rating Comparison - General Rates, Fire Levy & Waste Service Charges

Kerbside Collection - Standard 80 Litre

<u>General Rate: RID</u>		<u>Fire Levy: RID</u>			<u>Kerbside Collection</u>		<u>Waste Infrastructure</u>
		urban	country	other	80 Ltr	140 Ltr	Fixed
2020-21	0.05682	0.01468	0.00373	0.00335	151.00	172.00	56.00

Locality	Adj. Factor	AAV	Rates	Waste Management			TOTAL	Increase		Average Increase since 2013 reval	Total Increase since 2013 reval		
				F/Levy	Collection	Fixed		(\$)	(%)				
P. PRODUCTION			2020-21	2,955	174	-	56	\$3,185	\$0	0.00%	5.68%	34.05%	
	Reval '19	\$52,000	2019-20	2,955	174	-	56	\$3,185	\$198	6.63%			
			2018-19	2,764	171	-	52	\$2,987	\$115	3.99%			
	Dunorlan example	1.2	\$46,800	2017-18	2,655	165	-	52	\$2,872	\$94			3.38%
				2016-17	2,577	155	-	46	\$2,778	\$47			1.72%
		1.1	\$42,900	2015-16	2,544	157	-	30	\$2,731	\$264			10.71%
			2014-15	2,317	136	-	15	\$2,467	\$91	3.84%			
	Reval '13	\$39,000	2013-14	2,249	127	-		\$2,376	\$312	15.14%			
Selbourne example			2020-21	3,182	188	-	56	\$3,426	\$0	0.00%	3.78%	33.88%	
	Reval '19	\$56,000	2019-20	3,182	188	-	56	\$3,426	\$213	6.63%			
			2018-19	2,977	184	-	52	\$3,213	\$123	3.99%			
		1.2	\$50,400	2017-18	2,859	178	-	52	\$3,089	\$101			3.37%
				2016-17	2,776	167	-	46	\$2,989	\$49			1.68%
		1.1	\$46,200	2015-16	2,740	169	-	30	\$2,939	\$284			10.68%
				2014-15	2,495	146	-	15	\$2,656	\$97			3.79%
	Reval '13	\$42,000	2013-14	2,422	137	-		\$2,559	\$2	0.09%			
Average Primary Production since 2013 Revaluation										9.45%	67.93%		
Average Primary Production since 2013 Revaluation										4.73%	33.96%		

One Off Specific Projects & Programs		Budget 2020	Anticipated 2020	Budget 2021
Governance				
Community Strategic Plan update	Other Functions	20,000	-	-
Northern shared services project initiatives	Other Functions	5,000	5,700	10,000
Westbury Rd Prospect Vale planning design	Planning	5,000	28,100	5,000
Tasmanian planning scheme review	Planning	7,000	8,500	9,500
PVBH Structure Plan SAP	Planning	15,000	-	15,000
Westbury Residential Zone SAP	Planning	10,000	8,000	3,000
Regional land Use Strategy Amendments	Planning	-	-	10,000
Northern Prison Assessment & Consultation	Planning	-	-	20,000
Northern Prison project communication & information	Economic Services	-	8,000	5,000
COVID-19 Response Measures to Pandemic	Economic Services	-	97,500	-
Review of Greater Launceston Plan	Economic Services	23,000	-	25,000
Regional recreation strategy	Economic Services	23,000	-	17,000
Regional population strategy	Economic Services	11,000	7,800	-
		119,000	163,600	119,500
Corporate				
Charitable rates exemption court applications	Administration	-	26,000	-
IT Strategic Plan: Year 2 of 3	IT	116,500	65,200	106,100
		116,500	91,200	106,100
Community & Development				
Workflow process improvements	Management	10,000	-	5,000
Animal Management succession plan	Animal Control	-	-	59,300
Trowunna assistance feral cats	Animal Control	15,000	-	-
LSL Support Arrangements	Environmental Health	-	-	8,300
NRM HGL salinity activities	NRM	2,000	-	-
COVID-19 Manager Business Recovery (2 year agreement)	Economic Development	-	-	173,300
LSL Support Arrangements	Planning	-	-	17,900
Council meeting agenda template update	Planning	-	-	10,000
Community Strategic Plan update	Community Development	-	-	35,000
COVID-19 Grants: Small Business	Community Development	-	-	100,000
COVID-19 Grants: Event Recovery	Community Development	-	-	20,000
COVID-19 Grants: Lifestyle Recovery	Community Development	-	-	20,000
Community Officer succession plan (2 years)	Community Development	-	-	51,300
		27,000	-	500,100
Infrastructure				
Building Revaluation (3 yearly)	Asset Management	23,000	17,500	-
NHVR bridge assessments	Road Management	10,000	5,000	10,000
Capital works projects discontinued	Road Management	-	21,000	-
Drone photography software upfront cost	IT	-	-	8,000
ESRI Software Trial	IT	-	32,300	25,000
GIS survey & update	IT	10,000	16,000	-
Asbestos removal at Council buildings	Property Management	20,000	32,400	20,000
Community facilities improvement program	Property Management	10,000	-	-
Capital works projects discontinued	Property Management	-	1,500	-
COVID-19 building works: RCD replacement	Property Management	-	-	8,000
COVID-19 building works: Other Unallocated Maintenance	Property Management	-	-	238,000
Additional one off maintenance	Bridges	-	-	52,000
Blackstone footpath lighting options	Street Lighting	10,000	4,000	-
Westbury lighting design & scoping	Street Lighting	10,000	-	-
Waste management strategy consulting	Household Waste	10,000	5,700	25,000
Interim cap required Deloraine landfill cell	Household Waste	40,000	44,900	-
West Barrack St detention basin	Stormwater	5,000	2,500	2,500
Stormwater surveys & studies (Act changes)	Stormwater	35,000	46,500	20,000
Hadspen Urban Growth project support	Economic Services	5,000	20,000	5,000
Bioenergy study Valley Central	Economic Services	30,000	6,000	35,000
Meander Valley Rd Hadspen design work (fully grant funded)	Economic Services	-	128,000	372,000
Community Complex badminton lighting upgrade	Sport & Recreation	37,000	32,600	-
DFC demountable changerooms	Sport & Recreation	76,400	80,000	-
Deloraine Football Club additional maintenance projects	Sport & Recreation	-	109,100	-
Westbury Sports Centre Entrance & Foyer	Sport & Recreation	-	14,000	-
COVID-19 building works: PVP Including Carpet & Extern	Sport & Recreation	-	17,200	20,000
COVID-19 building works: MVPAC Painting	Sundry Cultural	-	-	10,000
Capital works projects discontinued	Parks & Reserves	-	43,700	-
Concept planning PVBH recreational path network	Parks & Reserves	20,000	-	-
COVID-19 building work: Dairy Plains Toilet Facility maint	Public Halls	-	-	24,000
Meander Hall ventilation & facade	Public Halls	11,000	10,000	-
		362,400	689,900	874,500
Works				
Deloraine Train Park Vandalism Repairs	Community Amenities	-	29,500	-
		-	29,500	-
One Off Project Expenditure		\$ 624,900	\$ 974,200	\$ 1,600,200
Grant Funded Projects		-\$ 76,400	-\$ 204,400	-\$ 372,000
COVID-19 Response Package Actions		\$ -	-\$ 97,500	-\$ 613,300
Amended One Off Projects Balance		\$ 548,500	\$ 672,300	\$ 614,900



MEANDER VALLEY COUNCIL

OPERATING BUDGET ESTIMATES 2020-21



Meander Valley Council 2020-21 Budget Estimates

Consolidated Operating Statement	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	'20 to '21 Variance	
Operating Revenue					
Rate Revenue	12,966,400	12,804,500	13,046,800	80,400	0.62%
Fees & User Charges	1,255,000	1,227,300	1,150,100	(104,900)	-8.36%
Contributions	51,500	147,400	85,500	34,000	66.02%
Interest	835,600	818,600	645,800	(189,800)	-22.71%
Grants & Subsidies	4,441,200	4,869,200	4,350,400	(90,800)	-2.04%
Other Revenue	748,700	491,000	184,800	(563,900)	-75.32%
Total Operating Revenue	20,298,400	20,358,000	19,463,400	(835,000)	-4.11%
Operating Expenditure					
Departments					
Governance	1,360,600	1,139,400	1,546,100	185,500	13.63%
Corporate Services	2,193,000	2,095,300	2,227,200	34,200	1.56%
Infrastructure Services	3,123,300	3,599,600	3,932,800	809,500	25.92%
Community & Development Services	2,637,600	2,428,800	2,972,500	334,900	12.70%
Works	3,911,100	3,896,300	3,904,400	(6,700)	-0.17%
Maintenance & Working Expenses	13,225,600	13,159,400	14,583,000	1,357,400	10.26%
Borrowing Costs	266,000	271,600	271,600	5,600	2.11%
Depreciation	5,088,000	5,013,700	5,132,200	44,200	0.87%
Payments to Government Authorities	1,264,900	1,264,900	1,264,900	-	0.00%
Other Expenses	286,800	249,500	276,500	(10,300)	-3.59%
Total Operating Expenditure	20,131,300	19,959,100	21,528,200	1,396,900	6.94%
Underlying Surplus/(Deficit)	167,100	398,900	(2,064,800)		
Removed Net Actual One Off Expenditure	548,500	769,800	1,228,200		
Added Long Term Financial Plan One Off Allocation	(500,000)	(500,000)	(500,000)		
Estimated Recurring Surplus/(Deficit)	215,600	668,700	(1,336,600)		
Capital Items					
Subdivision Contributions	300,000	543,900	300,000		
Capital Contributions	-	13,100	-		
Capital Roads to Recovery Funding	874,300	874,300	874,300		
Capital Grants	510,000	440,000	4,277,300		
Sale of Assets	216,000	291,200	-		
Total Capital Items	1,900,300	2,162,500	5,451,600		
Cash Reconciliation					
Opening Cash Balance	20,729,700	22,204,000	18,721,900		
Surplus, Non-Cash Items & Loan Payments	7,016,200	7,524,900	8,342,700		
Capital Asset Expenditure	(11,978,100)	(11,007,000)	(14,955,800)		
Closing Cash Balance	15,767,800	18,721,900	12,108,800		



Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
General Administration			
Function Summary			
Operating Revenue			
Rate Revenue	-	-	-
Fees & User Charges	193,500	191,600	191,000
Contributions	2,400	2,400	-
Interest	-	-	-
Grants & Subsidies	-	-	-
Other Revenue	2,300	3,000	2,200
Total Operating Revenue	198,200	197,000	193,200
Operating Expenditure			
Departments			
Governance	1,081,300	855,000	1,073,000
Corporate Services	1,795,700	1,712,900	1,824,600
Infrastructure Services	233,500	302,100	531,800
Community & Development Services	119,900	137,400	183,300
Works	2,000	1,100	1,100
Maintenance & Working Expenses	3,232,400	3,008,499	3,613,800
Interest on Loans	-	-	-
Depreciation	218,000	209,900	210,600
Payments to Government Authorities	-	-	-
Administration Allocated	(86,900)	(88,200)	(93,000)
Other Payments	34,300	34,300	34,300
Total Operating Expenditure	3,397,800	3,164,499	3,765,700
Operating Surplus/(Deficit)	(3,199,600)	(2,967,499)	(3,572,500)
Add			
Depreciation	218,000	209,900	210,600
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	-	-	-
Less			
Asset Expenditure	480,100	538,900	600,000
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(3,461,700)	(3,296,499)	(3,961,900)

Meander Valley Council

2020-21 Budget Estimates

General Administration	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Administration				
Operating Revenue				
Rate Revenue				
Fees & User Charges	193,500	191,600	191,000	337 Certificates & Rent
Contributions	2,400	2,400	-	Employee contributions
Interest				
Grants & Subsidies				
Other Revenue	2,300	3,000	2,200	Commercial reimbursement
Total Operating Revenue	198,200	197,000	193,200	
Operating Expenditure				
Departments				
Governance	1,081,300	855,000	1,073,000	
Corporate Services	1,795,700	1,712,900	1,824,600	
Infrastructure Services	233,500	302,100	531,800	GIS, Asset & Property mgt
Community & Development Services	119,900	137,400	183,300	337 Certificates
Works	2,000	1,100	1,100	
Maintenance & Working Expenses	3,232,400	3,008,499	3,613,800	
Interest on Loans				
Depreciation	218,000	209,900	210,600	
Payments to Government Authorities				
Administration Allocated	(86,900)	(88,200)	(93,000)	
Other Payments	34,300	34,300	34,300	Audit office fees
Total Operating Expenditure	3,397,800	3,164,499	3,765,700	
Operating Surplus/(Deficit)	(3,199,600)	(2,967,499)	(3,572,500)	
Add				
Depreciation	218,000	209,900	210,600	
Loan Funds				
Asset Sales	-	-	-	
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	480,100	538,900	600,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(3,461,700)	(3,296,499)	(3,961,900)	



Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Roads, Streets & Bridges			
Function Summary			
Operating Revenue			
Rate Revenue	-	-	-
Fees & User Charges	64,800	50,900	50,900
Contributions	200,000	493,900	250,000
Interest	-	-	-
Grants & Subsidies	3,369,900	3,278,700	4,040,000
Other Revenue	-	-	-
Total Operating Revenue	3,634,700	3,823,500	4,340,900
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	130,600	167,700	201,400
Community & Development Services	-	-	-
Works	2,257,500	2,217,199	2,255,400
Maintenance & Working Expenses	2,388,100	2,384,900	2,456,800
Interest on Loans	-	-	-
Depreciation	2,975,000	2,921,400	2,958,200
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	124,200	124,200	134,300
Total Operating Expenditure	5,487,300	5,430,500	5,549,300
Operating Surplus/(Deficit)	(1,852,600)	(1,607,000)	(1,208,400)
Add			
Depreciation	2,975,000	2,921,400	2,958,200
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	(200,000)	(482,400)	(250,000)
Less			
Asset Expenditure	6,977,700	7,377,100	5,694,200
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	(124,200)	(124,200)	(134,300)
Cash Surplus/(Deficit)	(5,931,100)	(6,420,900)	(4,060,100)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Roads, Streets & Bridges				
Roads & Streets				
Operating Revenue				
Rate Revenue				
Fees & User Charges	64,800	50,900	50,900	Heavy vehicle motor tax
Contributions	200,000	493,900	250,000	Subdivisions taken over
Interest				
Grants & Subsidies	3,210,500	3,124,400	3,884,500	FAGs & R2R
Other Revenue				
Total Operating Revenue	3,475,300	3,669,200	4,185,400	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	-	-	-	
Works	2,257,500	2,217,199	2,255,400	
Maintenance & Working Expenses	2,257,500	2,217,199	2,255,400	
Interest on Loans				
Depreciation	2,445,000	2,430,300	2,451,200	
Payments to Government Authorities				
Administration Allocated				
Other Payments	82,800	82,800	117,000	Asset disposal write off
Total Operating Expenditure	4,785,300	4,730,299	4,823,600	
Operating Surplus/(Deficit)	(1,310,000)	(1,061,099)	(638,200)	
Add				
Depreciation	2,445,000	2,430,300	2,451,200	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	(200,000)	(482,400)	(250,000)	Subdivisions taken over
Less				
Asset Expenditure	5,642,700	6,096,200	4,642,300	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets	(82,800)	(82,800)	(117,000)	
Cash Surplus/(Deficit)	(4,624,900)	(5,126,599)	(2,962,300)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Roads, Streets & Bridges				
Bridges				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies	159,400	154,300	155,500	FAGs
Other Revenue				
Total Operating Revenue	159,400	154,300	155,500	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	130,600	167,700	201,400	
Community & Development Services Works	-	-	-	
Maintenance & Working Expenses	130,600	167,700	201,400	
Interest on Loans				
Depreciation	530,000	491,100	507,000	
Payments to Government Authorities Administration Allocated				
Other Payments	41,400	41,400	17,300	Asset disposal write off
Total Operating Expenditure	702,000	700,200	725,700	
Operating Surplus/(Deficit)	(542,600)	(545,900)	(570,200)	
Add				
Depreciation	530,000	491,100	507,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	1,335,000	1,280,900	1,051,900	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets	(41,400)	(41,400)	(17,300)	
Cash Surplus/(Deficit)	(1,306,200)	(1,294,300)	(1,097,800)	



Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Health, Community & Welfare			
Function Summary			
Operating Revenue			
Rate Revenue	2,789,100	2,794,500	2,949,100
Fees & User Charges	428,900	348,400	368,100
Contributions	122,000	101,000	72,000
Interest	218,000	218,000	218,000
Grants & Subsidies	8,600	522,200	40,000
Other Revenue	85,900	76,600	78,800
Total Operating Revenue	3,652,500	4,060,700	3,726,000
Operating Expenditure			
Departments			
Governance	279,299	284,400	265,900
Corporate Services	356,200	341,700	362,000
Infrastructure Services	2,008,999	2,110,901	2,484,600
Community & Development Services	1,006,900	892,600	1,474,800
Works	1,027,500	1,071,700	1,040,700
Maintenance & Working Expenses	4,678,899	4,701,302	5,628,000
Interest on Loans	266,000	271,600	271,600
Depreciation	784,200	821,700	827,200
Payments to Government Authorities	1,264,900	1,264,900	1,264,900
Administration Allocated	86,300	87,900	92,400
Other Payments	86,600	57,600	61,100
Total Operating Expenditure	7,166,899	7,205,002	8,145,200
Operating Surplus/(Deficit)	(3,514,399)	(3,144,302)	(4,419,200)
Add			
Depreciation	784,200	821,700	827,200
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	(52,000)	(7,900)	3,600
Less			
Asset Expenditure	1,026,600	599,200	1,338,200
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(3,808,799)	(2,929,702)	(4,926,600)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Health, Community & Welfare				
Health - Preventive Health				
Operating Revenue				
Rate Revenue				
Fees & User Charges	31,100	11,500	26,500	Licence & inspection fees
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	31,100	11,500	26,500	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	189,100	191,700	193,800	
Works	-	-	-	
Maintenance & Working Expenses	189,100	191,700	193,800	
Interest on Loans				
Depreciation	-	3,100	6,100	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	189,100	194,800	199,900	
Operating Surplus/(Deficit)	(158,000)	(183,300)	(173,400)	
Add				
Depreciation	-	3,100	6,100	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	17,000	9,700	-	Fleet
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(175,000)	(189,900)	(167,300)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Health, Community & Welfare				
Community - Animal Control				
Operating Revenue				
Rate Revenue				
Fees & User Charges	87,200	94,400	92,000	Animal licences & fines
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	87,200	94,400	92,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	183,700	168,700	229,500	
Works	8,000	12,100	10,000	
Maintenance & Working Expenses	191,700	180,800	239,500	
Interest on Loans				
Depreciation	11,000	9,800	9,800	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	202,700	190,600	249,300	
Operating Surplus/(Deficit)	(115,500)	(96,200)	(157,300)	
Add				
Depreciation	11,000	9,800	9,800	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	25,000	-	25,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(129,500)	(86,400)	(172,500)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Health, Community & Welfare				
Community - Fire Protection				
Operating Revenue				
Rate Revenue	1,264,900	1,268,400	1,264,900	State fire contribution
Fees & User Charges	1,000	2,600	2,000	Fire hazard clearing
Contributions				
Interest				
Grants & Subsidies				
Other Revenue	50,600	50,600	50,600	Administration commission
Total Operating Revenue	1,316,500	1,321,600	1,317,500	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	13,100	19,800	15,800	Fire hazard control
Works	286,200	298,500	298,100	Roadside vegetation
Maintenance & Working Expenses	299,300	318,300	313,900	
Interest on Loans				
Depreciation				
Payments to Government Authorities	1,264,900	1,264,900	1,264,900	
Administration Allocated	50,600	50,600	50,600	
Other Payments				
Total Operating Expenditure	1,614,800	1,633,800	1,629,400	
Operating Surplus/(Deficit)	(298,300)	(312,200)	(311,900)	
Add				
Depreciation				
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure				
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(298,300)	(312,200)	(311,900)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Health, Community & Welfare			
Community - State Emergency			
Operating Revenue			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies	-	-	-
Other Revenue			
Total Operating Revenue	-	-	-
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	21,300	16,201	16,700
Community & Development Services Works	-	-	-
Maintenance & Working Expenses	21,300	16,201	16,700
Interest on Loans			
Depreciation	10,800	10,800	10,800
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	32,100	27,001	27,500
Operating Surplus/(Deficit)	(32,100)	(27,001)	(27,500)
Add			
Depreciation	10,800	10,800	10,800
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(21,300)	(16,201)	(16,700)

Meander Valley Council

2020-21 Budget Estimates

Health, Community & Welfare	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Community - Cemeteries				
Operating Revenue				
Rate Revenue				
Fees & User Charges	17,000	20,800	18,000	Cemetery fees
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	17,000	20,800	18,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	500	200	500	
Infrastructure Services	-	-	-	
Community & Development Services	-	-	-	
Works	58,600	47,700	56,200	
Maintenance & Working Expenses	59,100	47,900	56,700	
Interest on Loans				
Depreciation	1,600	1,600	2,800	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	60,700	49,500	59,500	
Operating Surplus/(Deficit)	(43,700)	(28,700)	(41,500)	
Add				
Depreciation	1,600	1,600	2,800	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	47,700	49,200	130,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(89,800)	(76,300)	(168,700)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Health, Community & Welfare			
Community - Community Amenities			
Operating Revenue			
Rate Revenue			
Fees & User Charges			
Contributions	-	19,500	-
Interest			
Grants & Subsidies	-	-	40,000
Other Revenue			
Total Operating Revenue	-	19,500	40,000
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Community & Development Services	-	-	-
Works	265,800	322,200	284,100
Maintenance & Working Expenses	265,800	322,200	284,100
Interest on Loans			
Depreciation	25,700	29,400	29,100
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	291,500	351,600	313,200
Operating Surplus/(Deficit)	(291,500)	(332,100)	(273,200)
Add			
Depreciation	25,700	29,400	29,100
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	20,000	20,000	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(285,800)	(322,700)	(244,100)

Public toilets

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Health, Community & Welfare				
Street Lighting				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions	-	-	-	
Interest				
Grants & Subsidies				
Other Revenue	300	200	200	Reimbursements
Total Operating Revenue	300	200	200	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	240,300	229,000	224,000	
Community & Development Services	-	-	-	
Works	-	-	-	
Maintenance & Working Expenses	240,300	229,000	224,000	
Interest on Loans				
Depreciation	25,200	27,700	27,700	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	265,500	256,700	251,700	
Operating Surplus/(Deficit)	(265,200)	(256,500)	(251,500)	
Add				
Depreciation	25,200	27,700	27,700	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(240,000)	(228,800)	(223,800)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Health, Community & Welfare				
Community - Area Promotion				
Operating Revenue				
Rate Revenue				
Fees & User Charges	110,000	79,600	88,000	Visitor information centre
Contributions	-	-	-	
Interest				
Grants & Subsidies		-		
Other Revenue	35,000	25,800	28,000	Visitor centre commissions
Total Operating Revenue	145,000	105,400	116,000	
Operating Expenditure				
Departments				
Governance	62,700	50,000	51,000	
Corporate Services	355,700	341,500	361,500	
Infrastructure Services	31,800	11,600	27,800	
Community & Development Services Works	-	-	-	
	5,900	6,100	6,400	
Maintenance & Working Expenses	456,100	409,200	446,700	
Interest on Loans				
Depreciation	26,000	25,600	27,300	
Payments to Government Authorities				
Administration Allocated				
Other Payments	10,000	6,200	5,000	Grants
Total Operating Expenditure	492,100	441,000	479,000	
Operating Surplus/(Deficit)	(347,100)	(335,600)	(363,000)	
Add				
Depreciation	26,000	25,600	27,300	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	83,100	44,200	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(404,200)	(354,200)	(335,700)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Health, Community & Welfare			
Community - Economic Services			
Operating Revenue			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies	-	500,000	-
Other Revenue			
Total Operating Revenue	-	500,000	-
Operating Expenditure			
Departments			
Governance	216,599	234,400	214,900
Corporate Services	-	-	-
Infrastructure Services	67,300	224,500	461,500
Community & Development Services	-	-	189,400
Works	4,200	800	900
Maintenance & Working Expenses	288,099	459,700	866,700
Interest on Loans			
Depreciation	-	-	-
Payments to Government Authorities			
Administration Allocated			
Other Payments	4,000	1,500	2,000
Total Operating Expenditure	292,099	461,200	868,700
Operating Surplus/(Deficit)	(292,099)	38,800	(868,700)
Add			
Depreciation	-	-	-
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(292,099)	38,800	(868,700)

Meander Valley Council

2020-21 Budget Estimates

Health, Community & Welfare	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Community - Household Waste				
Operating Revenue				
Rate Revenue	1,524,200	1,526,100	1,684,200	Waste management charges
Fees & User Charges	175,000	134,100	134,100	Tips & transfer station fees
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	1,699,200	1,660,200	1,818,300	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	1,509,700	1,514,400	1,657,200	
Community & Development Services	-	-	-	
Works	16,900	15,000	14,700	
Maintenance & Working Expenses	1,526,600	1,529,400	1,671,900	
Borrowing Costs	48,000	53,600	53,600	Tip rehab provision mvmt
Depreciation	258,300	303,700	303,700	
Payments to Government Authorities				
Administration Allocated	35,700	37,300	41,800	
Other Payments				
Total Operating Expenditure	1,868,600	1,924,000	2,071,000	
Operating Surplus/(Deficit)	(169,400)	(263,800)	(252,700)	
Add				
Depreciation	258,300	303,700	303,700	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	48,000	53,600	53,600	
Less				
Asset Expenditure	173,200	137,100	396,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(36,300)	(43,600)	(291,400)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Health, Community & Welfare			
Community - Non-Household Waste			
Operating Revenue			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies			
Other Revenue			
Total Operating Revenue	-	-	-
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Community & Development Services	-	-	-
Works	228,800	226,200	224,800
Maintenance & Working Expenses	228,800	226,200	224,800
Interest on Loans			
Depreciation	3,800	3,800	3,800
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	232,600	230,000	228,600
Operating Surplus/(Deficit)	(232,600)	(230,000)	(228,600)
Add			
Depreciation	3,800	3,800	3,800
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(228,800)	(226,200)	(224,800)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Health, Community & Welfare				
Community - Stormwater Drainage				
Operating Revenue				
Rate Revenue				
Fees & User Charges	4,000	2,400	4,000	Design fees
Contributions	100,000	64,700	50,000	Subdivisions taken over
Interest				
Grants & Subsidies	8,600	18,600	-	Grant funded mapping
Other Revenue	-	-	-	
Total Operating Revenue	112,600	85,700	54,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	73,700	74,800	37,600	
Community & Development Services	-	-	-	
Works	138,000	125,200	127,600	
Maintenance & Working Expenses	211,700	200,000	165,200	
Interest on Loans				
Depreciation	388,000	373,000	375,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	599,700	573,000	540,200	
Operating Surplus/(Deficit)	(487,100)	(487,300)	(486,200)	
Add				
Depreciation	388,000	373,000	375,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	(100,000)	(61,500)	(50,000)	Subdivision contributions
Less				
Asset Expenditure	624,600	323,400	753,200	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(823,700)	(499,200)	(914,400)	

Meander Valley Council

2020-21 Budget Estimates

Health, Community & Welfare	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Community - Environmental Protection				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions	-	600	-	
Interest				
Grants & Subsidies	-	-	-	
Other Revenue				
Total Operating Revenue	-	600	-	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	62,200	25,200	58,000	
Community & Development Services	208,700	187,900	145,500	
Works	15,100	17,900	17,900	
Maintenance & Working Expenses	286,000	231,000	221,400	
Interest on Loans				
Depreciation	3,900	3,100	1,700	
Payments to Government Authorities				
Administration Allocated				
Other Payments - Grants	12,500	11,300	-	Conservation covenant grants
Total Operating Expenditure	302,400	245,400	223,100	
Operating Surplus/(Deficit)	(302,400)	(244,800)	(223,100)	
Add				
Depreciation	3,900	3,100	1,700	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	18,000	-	-	Fleet
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(316,500)	(241,700)	(221,400)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Health, Community & Welfare				
Community - Community Development				
Operating Revenue				
Rate Revenue				
Fees & User Charges	-	1,500	1,500	Land Tax Reimbursement
Contributions	-	1,200	-	Small Halls
Interest				
Grants & Subsidies	-	2,200	-	
Other Revenue	-	-	-	
Total Operating Revenue	-	4,900	1,500	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	2,700	15,200	1,800	
Community & Development Services Works	262,500	182,900	474,100	
	-	-	-	
Maintenance & Working Expenses	265,200	198,100	475,900	
Interest on Loans				
Depreciation	19,500	19,500	18,800	
Payments to Government Authorities				
Administration Allocated				incl Regulatory Fees
Other Payments - Community Grants	60,100	38,600	54,100	Refunds Policy
Total Operating Expenditure	344,800	256,200	548,800	
Operating Surplus/(Deficit)	(344,800)	(251,300)	(547,300)	
Add				
Depreciation	19,500	19,500	18,800	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	-	-	17,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(325,300)	(231,800)	(545,500)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Health, Community & Welfare			
Welfare - Families, Youth & Children			
Operating Revenue			
Rate Revenue			
Fees & User Charges	3,600	1,500	2,000
Contributions			
Interest			
Grants & Subsidies	-	1,400	-
Other Revenue			
Total Operating Revenue	3,600	2,900	2,000
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Community & Development Services	119,600	118,500	197,700
Works	-	-	-
Maintenance & Working Expenses	119,600	118,500	197,700
Interest on Loans			
Depreciation	900	1,000	1,000
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	120,500	119,500	198,700
Operating Surplus/(Deficit)	(116,900)	(116,600)	(196,700)
Add			
Depreciation	900	1,000	1,000
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(116,000)	(115,600)	(195,700)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Health, Community & Welfare				
Welfare - Aged & Disabled				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions	22,000	15,000	22,000	Special Committee contrib.
Interest	218,000	218,000	218,000	Interest loans receivable
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	240,000	233,000	240,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	30,200	23,100	29,000	Community car expenses
Works	-	-	-	
Maintenance & Working Expenses	30,200	23,100	29,000	
Interest on Loans	218,000	218,000	218,000	
Depreciation	9,500	9,600	9,600	
Payments to Government Authorities				
Administration Allocated				
Other Payments	-	-	-	
Total Operating Expenditure	257,700	250,700	256,600	
Operating Surplus/(Deficit)	(17,700)	(17,700)	(16,600)	
Add				
Depreciation	9,500	9,600	9,600	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	18,000	15,600	17,000	Community car
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(26,200)	(23,700)	(24,000)	



Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Land Use Planning & Building			
Function Summary			
Operating Revenue			
Rate Revenue	-	-	-
Fees & User Charges	380,100	461,300	421,000
Contributions	-	2,000	2,000
Interest	-	-	-
Grants & Subsidies	-	-	-
Other Revenue	53,800	69,400	65,000
Total Operating Revenue	433,900	532,700	488,000
Operating Expenditure			
Departments			
Governance	-	-	207,200
Corporate Services	-	-	-
Infrastructure Services	222,600	240,200	98,400
Community & Development Services Works	1,105,700	1,074,600	1,125,400
-	-	-	-
Maintenance & Working Expenses	1,328,300	1,314,800	1,431,000
Interest on Loans	-	-	-
Depreciation	25,500	25,300	25,300
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	-	-	-
Total Operating Expenditure	1,353,800	1,340,100	1,456,300
Operating Surplus/(Deficit)	(919,900)	(807,400)	(968,300)
Add			
Depreciation	25,500	25,300	25,300
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	-	-	-
Less			
Asset Expenditure	-	-	-
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(894,400)	(782,100)	(943,000)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Land Use Planning & Building			
Land Use Planning			
Operating Revenue			
Rate Revenue			
Fees & User Charges	183,500	236,300	213,000
Contributions			
Interest			
Grants & Subsidies			
Other Revenue	-	-	-
Total Operating Revenue	183,500	236,300	213,000
Operating Expenditure			
Departments			
Governance	-	-	207,200
Corporate Services	-	-	-
Infrastructure Services	222,600	240,200	98,400
Community & Development Services Works	578,100	571,700	590,800
	-	-	-
Maintenance & Working Expenses	800,700	811,900	896,400
Interest on Loans			
Depreciation	13,500	14,300	14,300
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	814,200	826,200	910,700
Operating Surplus/(Deficit)	(630,700)	(589,900)	(697,700)
Add			
Depreciation	13,500	14,300	14,300
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(617,200)	(575,600)	(683,400)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Land Use Planning & Building			
Building Control			
Operating Revenue			
Rate Revenue			
Fees & User Charges	196,600	225,000	208,000
Contributions		2,000	2,000
Interest			
Grants & Subsidies			
Other Revenue	53,800	69,400	65,000
Total Operating Revenue	250,400	296,400	275,000
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Community & Development Services	527,600	502,900	534,600
Works	-	-	-
Maintenance & Working Expenses	527,600	502,900	534,600
Interest on Loans			
Depreciation	12,000	11,000	11,000
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	539,600	513,900	545,600
Operating Surplus/(Deficit)	(289,200)	(217,500)	(270,600)
Add			
Depreciation	12,000	11,000	11,000
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(277,200)	(206,500)	(259,600)

Resource sharing & build levy



Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Recreation & Culture			
Function Summary			
Operating Revenue			
Rate Revenue	-	-	-
Fees & User Charges	187,700	175,100	119,100
Contributions	27,100	105,100	61,500
Interest	-	-	-
Grants & Subsidies	240,000	265,700	3,293,000
Other Revenue	216,000	265,100	-
Total Operating Revenue	670,800	811,000	3,473,600
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	33,800	32,300	34,600
Infrastructure Services	519,900	761,800	620,200
Community & Development Services Works	411,600	330,800	196,000
	990,100	921,300	964,900
Maintenance & Working Expenses	1,955,400	2,046,200	1,815,700
Interest on Loans	-	-	-
Depreciation	703,700	662,800	733,700
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	41,700	33,400	46,800
Total Operating Expenditure	2,700,800	2,742,400	2,596,200
Operating Surplus/(Deficit)	(2,030,000)	(1,931,400)	877,400
Add			
Depreciation	703,700	662,800	733,700
Loan Funds	-	-	-
Asset Sales	49,000	48,400	-
Accrual Non-Cash Adjustments	-	-	-
Less			
Asset Expenditure	2,418,700	2,159,000	4,724,800
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(3,696,000)	(3,379,200)	(3,113,700)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Recreation & Culture				
Public Halls				
Operating Revenue				
Rate Revenue				
Fees & User Charges	8,300	6,600	5,000	Westbury Town Hall
Contributions	-	17,600	15,000	Special Committees
Interest	-	-	-	
Grants & Subsidies	-	-	600,000	
Other Revenue				
Total Operating Revenue	8,300	24,200	620,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	26,100	24,500	26,600	Insurance, rates, land tax
Infrastructure Services	65,100	62,400	81,700	Maintenance program
Community & Development Services	-	-	-	
Works	12,800	7,000	10,800	
Maintenance & Working Expenses	104,000	93,900	119,100	
Interest on Loans				
Depreciation	89,700	82,700	82,700	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	193,700	176,600	201,800	
Operating Surplus/(Deficit)	(185,400)	(152,400)	418,200	
Add				
Depreciation	89,700	82,700	82,700	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	15,800	27,900	945,900	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(111,500)	(97,600)	(445,000)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Recreation & Culture			
Swimming Pools & Other Swimming			
Operating Revenue			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies			
Other Revenue			
Total Operating Revenue	-	-	-
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	83,100	88,200	87,500
Community & Development Services Works	-	-	-
	3,900	4,600	4,400
Maintenance & Working Expenses	87,000	92,800	91,900
Interest on Loans			
Depreciation	30,500	8,600	10,900
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	117,500	101,400	102,800
Operating Surplus/(Deficit)	(117,500)	(101,400)	(102,800)
Add			
Depreciation	30,500	8,600	10,900
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	42,000	89,700	25,000
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	(129,000)	(182,500)	(116,900)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Recreation & Culture			
Recreation Grounds & Sports Facilities			
Operating Revenue			
Rate Revenue			
Fees & User Charges	126,600	115,200	62,800
Contributions	6,000	5,200	6,000
Interest			
Grants & Subsidies	240,000	265,700	2,460,000
Other Revenue	-	100	-
Total Operating Revenue	372,600	386,200	2,528,800
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	246,000	437,200	302,900
Community & Development Services	307,000	247,800	147,200
Works	505,700	485,800	503,200
Maintenance & Working Expenses	1,058,700	1,170,800	953,300
Interest on Loans			
Depreciation	384,100	373,100	435,600
Payments to Government Authorities			
Administration Allocated			
Other Payments - Recreation Grants	41,700	33,400	46,800
Total Operating Expenditure	1,484,500	1,577,300	1,435,700
Operating Surplus/(Deficit)	(1,111,900)	(1,191,100)	1,093,100
Add			
Depreciation	384,100	373,100	435,600
Loan Funds			
Asset Sales less Transfers to C'ttees			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure	2,059,400	1,726,500	3,192,700
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets	-	-	-
Cash Surplus/(Deficit)	(2,787,200)	(2,544,500)	(1,664,000)

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Recreation & Culture			
Library Services			
Operating Revenue			
Rate Revenue			
Fees & User Charges	40,500	43,100	41,000
Contributions			
Interest			
Grants & Subsidies			
Other Revenue			
Total Operating Revenue	40,500	43,100	41,000
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	7,700	7,800	8,000
Infrastructure Services	6,300	13,700	4,700
Community & Development Services Works	-	-	-
Maintenance & Working Expenses	14,000	21,500	12,700
Interest on Loans			
Depreciation	4,000	4,000	4,000
Payments to Government Authorities			
Administration Allocated			
Other Payments			
Total Operating Expenditure	18,000	25,500	16,700
Operating Surplus/(Deficit)	22,500	17,600	24,300
Add			
Depreciation	4,000	4,000	4,000
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	26,500	21,600	28,300

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Recreation & Culture				
Sundry Cultural Activities				
Operating Revenue				
Rate Revenue				
Fees & User Charges	12,000	7,700	7,000	MV Performing Arts Ctr
Contributions	1,100	500	500	
Interest				
Grants & Subsidies				
Other Revenue				
Total Operating Revenue	13,100	8,200	7,500	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	27,700	61,800	74,200	
Community & Development Services	104,600	83,000	48,800	
Works	11,800	2,800	11,800	
Maintenance & Working Expenses	144,100	147,600	134,800	
Interest on Loans				
Depreciation	42,200	43,400	47,300	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	186,300	191,000	182,100	
Operating Surplus/(Deficit)	(173,200)	(182,800)	(174,600)	
Add				
Depreciation	42,200	43,400	47,300	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	235,400	207,700	75,000	
Loan Principal				
Profit (loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(366,400)	(347,100)	(202,300)	

Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Recreation & Culture				
Parks & Reserves				
Operating Revenue				
Rate Revenue				
Fees & User Charges	300	2,500	3,300	Camping
Contributions	20,000	81,800	40,000	Public open space cont.
Interest				
Grants & Subsidies	-	-	233,000	
Other Revenue	216,000	265,000	-	Sale Council land
Total Operating Revenue	236,300	349,300	276,300	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	91,700	98,500	69,200	
Community & Development Services	-	-	-	
Works	455,900	421,100	434,700	
Maintenance & Working Expenses	547,600	519,600	503,900	
Interest on Loans				
Depreciation	153,200	151,000	153,200	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
Total Operating Expenditure	700,800	670,600	657,100	
Operating Surplus/(Deficit)	(464,500)	(321,300)	(380,800)	
Add				
Depreciation	153,200	151,000	153,200	
Loan Funds				
Asset Sales	49,000	48,400	-	Land value
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure	66,100	107,200	486,200	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
Cash Surplus/(Deficit)	(328,400)	(229,100)	(713,800)	



Meander Valley Council

2020-21 Budget Estimates

	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Unallocated & Unclassified			
Function Summary			
Operating Revenue			
Rate Revenue	10,177,300	10,010,000	10,097,700
Fees & User Charges	-	-	-
Contributions	-	-	-
Interest	617,600	600,600	427,800
Grants & Subsidies	2,207,000	2,116,900	2,129,000
Other Revenue	606,700	368,100	38,800
Total Operating Revenue	13,608,600	13,095,600	12,693,300
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	7,300	8,400	6,000
Infrastructure Services	7,700	16,900	(3,600)
Community & Development Services	(6,500)	(6,600)	(7,000)
Works	(366,000)	(315,000)	(357,700)
Maintenance & Working Expenses	(357,500)	(296,300)	(362,300)
Interest on Loans-internal loan	-	-	-
Depreciation	381,600	372,600	377,200
Payments to Government Authorities			
Administration Allocated	600	300	600
Other Payments	-	-	-
Total Operating Expenditure	24,700	76,600	15,500
Operating Surplus/(Deficit)	13,583,900	13,019,000	12,677,800
Add			
Depreciation	381,600	372,600	377,200
Loan Funds & Capital Repayments	-	-	-
Asset Sales	-	327,900	-
Accrual Non-Cash Adjustments	(60,400)	(60,400)	(64,200)
Less			
Asset Expenditure	1,075,000	332,800	2,598,600
Loan Principal	-	-	-
Internal loan Repay	-	-	-
Cash Surplus/(Deficit)	12,830,100	13,326,300	10,392,200

Meander Valley Council

2020-21 Budget Estimates

Unallocated & Unclassified	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21
Private Works			
Operating Revenue			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies			
Other Revenue	6,500	2,500	6,000
Total Operating Revenue	6,500	2,500	6,000
Operating Expenditure			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Community & Development Services	-	-	-
Works	5,900	3,400	5,500
Maintenance & Working Expenses	5,900	3,400	5,500
Interest on Loans			
Depreciation			
Payments to Government Authorities			
Administration Allocated	600	300	600
Other Payments			
Total Operating Expenditure	6,500	3,700	6,100
Operating Surplus/(Deficit)	-	(1,200)	(100)
Add			
Depreciation			
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
Less			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
Cash Surplus/(Deficit)	-	(1,200)	(100)

Meander Valley Council

2020-21 Budget Estimates

Unallocated & Unclassified	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Plant Working				
Operating Revenue				
Rate Revenue				
Fees & User Charges				
Contributions				
Interest				
Grants & Subsidies	42,000	42,200	43,000	Diesel fuel rebate
Other Revenue				
Total Operating Revenue	42,000	42,200	43,000	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Community & Development Services	-	-	-	
Works	-	-	-	
Maintenance & Working Expenses	-	-	-	
- Internal Hire Charges	(825,900)	(793,400)	(802,400)	
- Operating Expenditure	494,400	517,100	481,300	
Interest on Loans				
Depreciation	288,200	288,200	288,700	
Administration Allocated				
Training Costs				
Other Payments				
Total Operating Expenditure	(43,300)	11,900	(32,400)	
Operating Surplus/(Deficit)	85,300	30,300	75,400	
Add				
Depreciation	288,200	288,200	288,700	
Loan Funds				
Asset Sales (excl. trade-in)				
Accrual Non-Cash Adjustments				
Less				
Asset Expenditure - Changeover cost	270,000	184,200	355,000	
Loan Principal				
Internal return on Plant	85,300	30,300	75,400	
Cash Surplus/(Deficit)	18,200	104,000	(66,300)	

Meander Valley Council

2020-21 Budget Estimates

Unallocated & Unclassified	Budget 2019-20	Anticipated Actual 2019-20	Budget 2020-21	
Other Unallocated & Unclassified				
Operating Revenue				
Rate Revenue	10,177,300	10,010,000	10,097,700	General Rates
Fees & User Charges	-	-	-	
Contributions	-	-	-	
Interest	617,600	600,600	427,800	Bank, Loans & Rates
Grants & Subsidies	2,165,000	2,074,700	2,086,000	Financial Assistance Grants
Other Revenue	600,200	365,600	32,800	Taswater & residential rent
Total Operating Revenue	13,560,100	13,050,900	12,644,300	
Operating Expenditure				
Departments				
Governance	-	-	-	
Corporate Services	7,300	8,400	6,000	Unallocated land tax
Infrastructure Services	7,700	16,900	(3,600)	Depreciation in overheads & rental p
Community & Development Services	(6,500)	(6,600)	(7,000)	Depreciation in overheads
Works	(40,400)	(42,100)	(42,100)	Depreciation in overheads
Maintenance & Working Expenses	(31,900)	(23,400)	(46,700)	
Interest on Loans				
Depreciation	93,400	84,400	88,500	Depots & minor plant
Payments to Government Authorities				
Administration Allocated				
Other Payments	-	-	-	
Total Operating Expenditure	61,500	61,000	41,800	
Operating Surplus/(Deficit)	13,498,600	12,989,900	12,602,500	
Add				
Depreciation	93,400	84,400	88,500	
Loan Funds & Capital Repayments	-	-	-	Loan repayments
Asset Sales	-	327,900	-	Property sale asset value
Accrual Non-Cash Adjustments	(60,400)	(60,400)	(64,200)	Valleycentral interest accrual
Less				
Asset Expenditure	805,000	148,600	2,243,600	Depots, vehicles & minor plant
Loan Principal				
Internal Return on plant	(85,300)	(30,300)	(75,400)	
Cash Surplus/(Deficit)	12,811,900	13,223,500	10,458,600	

LABOUR ON-COSTS

	Budget 2020	Anticipated Actual 2020	Budget 2021
Labour On-Costs			
Annual Leave & Public Holidays	751,100	812,000	796,200
Personal Leave (sick, compassionate, carers)	144,200	176,900	150,000
Long Service Leave Payments	120,000	130,000	105,200
Contribution to Superannuation	735,400	709,300	790,600
Workers Compensation Insurance	146,500	144,100	155,800
Payroll Tax	339,700	334,000	368,700
Total Labour On-Costs	2,236,900	2,306,300	2,366,500
	%	%	%
Council Labour On-Cost Calculation			
<u>(Labour On-Costs)</u>	<u>2,236,900</u>	<u>2,306,300</u>	<u>2,366,500</u>
(Direct Labour Costs)	5,143,300	4,976,400	5,530,300
Labour On-Cost Percentage	43.49%	46.34%	42.79%
Total Costs of Employment (Operating & Capital)	7,380,200	7,282,700	7,896,800
			43.00%
2021 indirect labour on-costs will be applied at the rate of:			46.30%
2020 anticipated indirect labour on-costs applied at the rate of:			

MANAGEMENT & INDIRECT OVERHEADS

	Budget 2020	Anticipated Actual 2020	Budget 2021
Expenditure			
Employee Costs (salaries, allowances & on-costs including Council contributions to L.S.L. provision & superannuation, conferences, seminars and workers compensation insurance)	1,066,800	1,029,000	1,062,200
Council Plant	46,400	46,700	39,800
Materials & Contractors	299,900	310,500	277,800
Training (excluding salaries & wages)	34,500	15,000	37,000
Depreciation	62,200	64,600	65,000
Net Expenditure (allocated to operating & capital projects)	\$ 1,509,800	\$ 1,465,800	\$ 1,481,800

Departmental Management, engineering & indirect overheads to be applied to operations and capital works undertaken by Council & contractors at the following rates:

Works Department

Infrastructure Services

Community & Development Services

13.65%	12.65%	12.35%
4.35%	5.00%	4.80%
10.65%	11.20%	9.30%

CORPORATE SERVICES 2

Reference No. 130/2020

2020-21 ANNUAL REVIEW OF FEES & CHARGES

AUTHOR: Justin Marshall
Senior Accountant

1) Recommendation

It is recommended that Council:

- 1. Notes the decisions of Council 7 April 2020 to deliver Budget Estimates for the 2020-21 financial year based on a 0% increase in Fees and Charges revenue, to waive fees for Food Business Registrations and to waive fees for Sport and Recreation Fees for ground and building hire from the closure until three (3) months after facilities are reopened following the COVID-19 emergency; and***
- 2. Adopts the proposed fees and charges for the 2020-21 financial year as follows:***



MEANDER VALLEY COUNCIL

Fees & Charges: 2020-21

FEES AND CHARGES REVISION JULY 2020

FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Planning/Development Permit Fees			
Planning Review – Residential Development	\$60	\$60	No change
Developments less than \$5,000 (Permitted Status)	\$160	\$160	No change
House and/or Residential Outbuilding (Discretionary Application including Advertising Fee)	\$670	\$670	No change
House and/or Outbuilding (Permitted Status)	\$300	\$300	No change
Discretionary Development (including Advertising Fee)	0.30% of development cost. Minimum charge \$670. Maximum charge \$15,000. Plus advertising fee at cost for level 2 activities.	0.30% of development cost. Minimum charge \$670. Maximum charge \$15,000. Plus advertising fee at cost for level 2 activities.	No change
Development (Permitted Status)	0.30% of development cost. Minimum charge \$300. Maximum charge \$15,000.	0.30% of development cost. Minimum charge \$300. Maximum charge \$15,000.	No change
Re-advertising Fee - amended plan prior to determination (at applicants request)	\$150	\$150	No change
Retrospective Planning Application	Double Planning/Development Fee	Double Planning/Development Fee	No change
Subdivision Applications			
Application for Subdivision (including Advertising Fee)	\$670 + \$80 per lot	\$670 + \$80 per lot	No change
Application for sealing of Final Plan of Subdivision	\$310	\$310	No change
Application to amend sealed plan	\$310	\$310	No change
Application for modification, or release of Adhesion Order	\$310	\$310	No change



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Stratum Subdivision			
Application for sealing of final plan	\$410	\$410	No change
Other			
Application for amendment to Permitted planning permit	\$160	\$160	No change
Application for amendment to Discretionary planning permit	\$310	\$310	No change
Part 5 Agreements – Processing & Sealing	\$260	\$260	No change
Copy of Planning scheme Ordinance	\$80	\$80	No change
Copy of Planning Scheme Maps (Large Scale)	\$2 per Map	\$2 per Map	No change
Determining extension of time requests	\$100	\$100	No change
Amendments to Planning Scheme (not including fee payable to TPC)			
Application for rezoning, map and text amendments	\$4,000 + Tasmanian Planning Commission Fee	0.30% of development value where providing for a specific development. Minimum charge \$950. Maximum charge \$15,000. Plus advertising fees at cost. Plus Tasmanian Planning Commission fee.	Change to fees to better reflect actual cost involved. Effectively the same amount of work as a Level 2 Discretionary Development but have two extra notification costs plus the TPC fee.
Combined amendment and development permit	\$4,000 + Tasmanian Planning Commission Fee	0.30% of development value. Minimum charge \$950. Maximum charge \$15,000. Plus advertising fees at cost. Plus Tasmanian Planning Commission fee.	Change to fees to better reflect actual cost involved. Effectively the same amount of work as a Level 2 Discretionary Development but have two extra notification costs plus the TPC fee.
Health Fees			
Fees and Charges approved at the May 2020 Council meeting			
Dog Registration and Licence Fees			
Fees and Charges approved at the May 2020 Council meeting			



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Engineering (Subdivisions)			
Plan checking and final inspections for privately supervised works (only applies to works that have been certified by a qualified engineer approved by Director Infrastructure)	1.5% of value of public works Minimum fee \$434*	1.5% of value of public works Minimum fee \$434*	No change
Inspection of failed works	\$135* per hour of contracted inspections or re-inspections of works that failed a previous inspection.	\$135* per hour of contracted inspections or re-inspections of works that failed a previous inspection.	No change
<i>N.B. Public works are defined as any works that council is obliged to maintain for the community and include roads, footpaths, drainage (both underground and surface), landscaping, parks and public buildings.</i>			
Tip Fees			
Excludes vehicles transporting controlled wastes.			
General Waste to Landfill			
Bags up to 60 litres (each)	\$1*	\$1*	No change
240 litre bins (each)	\$3*	\$3*	No change
Car / Wagon	\$9.50*	\$9.50*	No change
Ute (up to 1.5 cubic metres)	\$17*	\$17*	No change
Trailer - single or dual axle (up to 1.5 cubic metres)	\$17*	\$17*	No change
Other vehicles (over 1.5 and less than 5.0 cubic metres)	\$11* per cubic metre	\$11* per cubic metre	No change
Vehicles over 5.0 cubic metres	Disposal subject to Council approval	Disposal subject to Council approval	No change
Green Waste, Unsorted Recyclables & Salvageable Timber			
Excludes contaminated green waste and scrap timber, stumps & logs greater than 150mm diameter.			
Bags up to 60 litres (each)	\$0.50*	\$0.50*	No change
240 litre bins (each)	\$1.50*	\$1.50*	No change
Car / Wagon	\$4.75*	\$4.75*	No change



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Ute (up to 1.5 cubic metres)	\$8.50*	\$8.50*	No change
Trailer - single or dual axle (up to 1.5 cubic metres)	\$8.50*	\$8.50*	No change
Other vehicles (over 1.5 and less than 5.0 cubic metres)	\$5.50* per cubic metre	\$5.50* per cubic metre	No change
Vehicles over 5.0 cubic metres	Disposal subject to Council approval	Disposal subject to Council approval	No change
Other Items			
Car Tyres & Light Truck Tyres (each)	\$13*	\$13*	No change
Truck Tyres (each)	\$40*	\$40*	No change
Motor Vehicle Bodies (each)	\$20*	\$20*	No change
Mattresses (each)	\$6*	\$6*	No change
Refrigerators and Freezers (each)	\$6*	\$6*	No change
Waste oil 20 litre containers (each)	\$1*	\$1*	No change
Recyclable Materials - Free of Charge			
Separated and sorted recyclables	Free of charge	Free of charge	No change
Drum Muster (must be triple washed)	Free of charge	Free of charge	No change
Clean fill (<150mm rocks, no contamination or concrete)	Free of charge	Free of charge	No change
Light scrap steel and non-ferrous metal	Free of charge	Free of charge	No change
e-waste – televisions, computers, screens & keyboards	Free of charge	Free of charge	No change
Batteries	Free of charge	Free of charge	No change
Polystyrene	Free of charge	Free of charge	No change
Motor oil & cooking oils	Free of charge	Free of charge	No change
Fluorescent tubes and light bulbs	Free of charge	Free of charge	No change
Items suitable for tip shop	Free of charge	Free of charge	No change



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Cemetery Fees			
Lawn Cemeteries			
Public Graves			
Single depth burial	\$650*	\$650*	No change
Double depth burial	\$650*	\$650*	No change
Reservation of Land			
Reserve land 2.5m x 1.25m	\$550*	\$550*	No change
Single depth burial in reservation	\$150*	\$150*	No change
Double depth burial in reservation	\$150*	\$150*	No change
Second interment in double depth grave	\$150*	\$150*	No change
General Cemeteries – Deloraine, Mole Creek and Bracknell			
Public Graves (Mole Creek and Bracknell Cemeteries only)			
Single depth burial	\$525*	\$525*	No change
Double depth burial	\$525*	\$525*	No change
Reservation of Land			
Reserve land 2.5m x 1.25m (Mole Creek and Bracknell Cemeteries only)	\$425*	\$425*	No change
Single depth burial in reservation	\$150*	\$150*	No change
Double depth burial in reservation	\$150*	\$150*	No change
Second interment in double depth grave	\$150*	\$150*	No change
Wall of Memory – Deloraine, Mole Creek & Bracknell			
Reservation of niche	\$250*	\$250*	No change
Interment of ashes in niche	\$400*	\$400*	No change
Interment in reserved niche	\$150*	\$150*	No change



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Miscellaneous			
Applications for graves made outside normal Council office hours – additional fee	\$200*	\$200*	No change
Graves for children under 18 years of age	Nil	Nil	No change
Interment of ashes in existing grave (if arranged by Council)	\$300*	\$300*	No change
Exhumation	\$800*	\$800*	No change
Deloraine Swimming Pool Fees			
Child	\$2*	\$2*	No change
Adult	\$3*	\$3*	No change
Spectator	\$1*	\$1*	No change
Season Child	\$52*	\$52*	No change
Season Adult	\$62*	\$62*	No change
Season Family	\$168*	\$168*	No change
Hall Rentals			
Westbury Town Hall and Supper Room			
Full facility (per hour or part thereof up to \$150)	\$30*	\$30*	No change
Main hall only (per hour or part thereof up to \$150)	\$16.50*	\$16.50*	No change
Supper room only (per hour or part thereof up to \$150)	\$25*	\$25*	No change
Preparation for any function on night preceding	\$20*	\$20*	No change
Regular Users (Supper Room only)			
Dinner/luncheon meetings, group meetings (per hour or part thereof)	\$16.50* per hour	\$16.50* per hour	No change
Bond (refundable)			
Key Bond	\$50	\$50	No change
If liquor provided at function	\$375	\$375	No change
If liquor not provided at function	\$125	\$125	No change



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Rates Search			
Includes providing replacement copies of rates notices – Per hour (or part thereof) for the time taken	\$50*	\$50*	No change
Clearing of Fire Hazards			
Arranging clearing of fire hazard at the request of a landowner or occupier – in addition to contractor’s costs	\$88*	\$88*	No change
Recreation Facilities & Reserves			
Recommended fees for the Deloraine Community Complex, Meander Valley Performing Arts Centre, Westbury Sports and Function Centres and Hadspen Rec Ground Memorial Centre are provided in Attachment 1. Recommended fees for regular and casual users of outdoor facilities are provided in Attachments 2 and 3.			
Parks & Reserves			
Administration fee to facilitate reserve hire agreement of Council land for social gatherings of 50 or more people upon request (e.g. weddings & birthdays)	\$25*	\$25*	No change
Permit Authority (PA)			
Notifiable Works – Building			
Notification lodgement from Building Surveyor	\$260	\$260	No change
Demolition Only or Underpinning Only	\$130	\$130	No change
Building Permit			
Class 1 Residential New/Alterations/Additions	\$330	\$330	No change
Multi-Unit Class 1	\$330	\$330	No change
Class 10 Outbuilding	\$220	\$220	No change
Class 2 – 9 Commercial < \$200,000	\$325	\$325	No change
Class 2 – 9 Commercial \$200,00 to \$500,000	\$655	\$655	No change
Class 2 – 9 Commercial \$500,001 to \$1,000,000	\$980	\$980	No change
Class 2 – 9 Commercial > \$1,000,000	\$1,650	\$1,650	No change
Demolition Only	\$130	\$130	No change



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Permit of Substantial Compliance	Double Building Permit Fees	Double Building Permit Fees	No change
Staged Development	Building Permit Fee + \$170 per stage	Building Permit Fee + \$170 per stage	No change
Amended Permit Class 1 Residential	\$165	\$165	No change
Amended Permit Class 10 Outbuilding	\$130	\$130	No change
Amended Permit Class 2 – 9 Commercial	\$230	\$230	No change
Plumbing Permit			
Notifiable Works – Plumbing			
Class 1 Residential no fixtures	\$190	\$190	No change
Class 1 Residential up to 3 fixtures New/Alterations/Additions	\$425	\$425	No change
Class 1 Residential up to 6 fixtures New/Alterations/Additions	\$555	\$555	No change
Class 1 Residential 7 fixtures or more New/Alterations/Additions	\$660	\$660	No change
Class 1 Residential – Multiple Units	\$550 + \$360 for each additional unit	\$550 + \$360 for each additional unit	No change
Class 10 Outbuilding no fixtures	\$190	\$190	No change
Class 10 Outbuilding with fixtures	\$425	\$425	No change
Class 2-9 Commercial < \$200,000	\$555	\$555	No change
Class 2-9 Commercial \$200,000 to \$500,000	\$1,095	\$1,095	No change
Class 2-9 Commercial \$500,001 to \$1,000,000	\$1,320	\$1,320	No change
Class 2-9 Commercial > \$1,000,000	Price on Application	Price on Application	No change
Amended Certificate of Likely Compliance	\$210	\$210	No change
Demolition Only	\$165	\$165	No change
Additional Inspections	\$110	\$110	No change



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Plumbing Permit			
Category 4	\$280	\$280	No change
Category 4 - Including On-site Wastewater Assessment	\$485	\$485	No change
Category 4 - Retrospective Approval	Double Plumbing Permit Fees	Double Plumbing Permit Fees	No change
Staged Development	Plumbing Permit Fees + \$170 per stage	Plumbing Permit Fees + \$170 per stage	No change
Demolition Only	\$165	\$165	No change
Amended Permit	\$165	\$165	No change
Additional Inspections	\$110	\$110	No change
Building Surveying			
Building Work Category			
Amendment to Certificate of Likely Compliance Class 1 Residential New/Alterations/Additions	\$330*	\$330*	No change
Amendment to Certificate of Likely Compliance Class 10 Outbuilding	\$330*	\$330*	No change
Amendment to Certificate of Likely Compliance Class 2-9 Commercial	\$330*	\$330*	No change
Additional Inspections	\$190*	\$190*	No change
State Government Levies			
Construction Industry Training Fund Levy (Applies to All work over the value of \$20,000)	0.2% of the total estimated cost of construction		
Building Levy (Applies to All work over the value of \$20,000)	0.1% of the total estimated cost of construction		
Other Fees and Charges			
Administration Services – Withdrawn Applications	\$100*	\$100*	No change
Permit Extension – Current Permit	\$100	\$100	No change
Permit Extension – Expired Permit	\$310	\$310	No change



FACILITY/SERVICE	CURRENT FEES/CHARGES (* GST inclusive)	PROPOSED FEES/CHARGES (* GST inclusive)	COMMENTS
Notifiable Work Extension	\$100	\$100	No change
Plumbing Permit Extension	\$100	\$100	No change
Re-Open Closed File	\$190	\$190	No change
Review Plans to Determine Category of Building Work	\$60	\$60	No change
Review Plans to Determine Category of Plumbing Work	\$60	\$60	No change
Review Plans to Determine Planning Requirement	\$60	\$60	No change
Records Search Fee (Copy of Plans)	\$80	\$80	No change
Paper Copy of Certified Documents	\$30*	\$30*	No change
Receipt of Form 80 - Notice of Low Risk Plumbing Work	\$55	\$55	No change
Receipt of Form 80 - Notice of Low Risk Building Work	\$55	\$55	No change
Building Certificate	\$250	\$250	No change
Form 49 – EHO Report	\$215	\$215	No change
Form 50 – EHO Occupancy Report	\$160	\$160	No change
Technical Review	\$100* per hour	\$100* per hour	No change
Processing Enforcement Notices & Orders	\$100* per hour	\$100* per hour	No change

ATTACHMENT 1

RECOMMENDED NEW HIRE RATES - FROM 1 JULY 2020

DELORAINÉ COMMUNITY COMPLEX, MEANDER VALLEY PERFORMING ARTS CENTRE,
WESTBURY FUNCTION & SPORTS CENTRES & HADSPEN RECREATION GROUND MEMORIAL

	CURRENT 2019-20 FEES/CHARGES GST Inclusive		PROPOSED 2020-21 FEES/CHARGES GST Inclusive		
DELORAINÉ COMMUNITY COMPLEX AND MEANDER VALLEY PERFORMING ARTS CENTRE					
Stadiums (per basketball court)					
Seniors	: Roster	\$32.00	Per Hour	\$32.00	Per Hour
	: Training	\$22.00	Per Hour	\$22.00	Per Hour
	: Non-regular users	\$30.00	Per Hour	\$30.00	Per Hour
	: Outdoor	\$15.00	Per Hour	\$15.00	Per Hour
Juniors	: Roster	\$16.00	Per Hour	\$16.00	Per Hour
	: Training	\$11.00	Per Hour	\$11.00	Per Hour
	: Non-regular users	\$15.00	Per Hour	\$15.00	Per Hour
	: Outdoor	\$7.50	Per Hour	\$7.50	Per Hour
Schools		\$11.00	Per Hour	\$11.00	Per Hour
DCC Meeting Room or Mezzanine space		\$14.00	Per Hour	\$14.00	Per Hour
DCC Auditorium					
Conferences	(morning, afternoon, evening)	\$195.00	Per Use	\$195.00	Per Use
Conferences	(hourly rate)	\$55.00	Per Hour	\$55.00	Per Hour
Cabarets, weddings, dinners		\$270.00	Per Use	\$270.00	Per Use
Funeral Services		\$135.00	Per Use	\$135.00	Per Use
Shows, films	: Amateur	\$180.00	Per Use	\$180.00	Per Use
	: Professional	\$350.00	Per Use	\$350.00	Per Use
Kitchens					
Main kitchen DCC		\$93.00	Per Use	\$93.00	Per Use
MV Performing Arts Centre		\$41.50	Per Use	\$41.50	Per Use
Squash Courts		\$11.50	Per Hour	\$11.50	Per Hour
MVPAC	Practice	\$31.00	Per Use	\$31.00	Per Use
	Local	\$91.00	Per Use	\$91.00	Per Use
	Travelling	\$140.00	Per Use	\$140.00	Per Use
Venue Day Rates (all facilities, 24 hours)					
Delorainé Community Complex		\$590.00	Per Day	\$590.00	Per Day
MV Performing Arts Centre		\$350.00	Per Day	\$350.00	Per Day
Westbury Sports Stadium		\$240.00	Per Day	\$240.00	Per Day
WESTBURY FUNCTION CENTRE					
Meetings		\$25.00	Per Hour	\$25.00	Per Hour
Functions (including kitchen)		\$200.00	Per Use	\$200.00	Per Use
Kitchen		\$100.00	Per Use	\$100.00	Per Use
Change Rooms (per change room, use of 2 hours)		\$15.00	Per Use	\$15.00	Per Use

ATTACHMENT 1

RECOMMENDED NEW HIRE RATES - FROM 1 JULY 2020

**DELORAIN COMMUNITY COMPLEX, MEANDER VALLEY PERFORMING ARTS CENTRE,
WESTBURY FUNCTION & SPORTS CENTRES & HADSPEN RECREATION GROUND MEMORIAL**

	CURRENT 2019-20 FEES/CHARGES GST Inclusive		PROPOSED 2020-21 FEES/CHARGES GST Inclusive	
WESTBURY SPORTS CENTRE				
Meeting Room	N/A		\$9.00	Per Hour
Seniors : Roster	\$32.00	Per Hour	\$32.00	Per Hour
: Training	\$22.00	Per Hour	\$22.00	Per Hour
: Non-regular users	\$30.00	Per Hour	\$30.00	Per Hour
Juniors : Roster	\$16.00	Per Hour	\$16.00	Per Hour
: Training	\$11.00	Per Hour	\$11.00	Per Hour
: Non-regular users	\$15.00	Per Hour	\$15.00	Per Hour
HADSPEN RECREATION GROUND MEMORIAL CENTRE				
Non-regular users	\$14.00	Per Hour	\$14.00	Per Hour
Evening functions (from 6pm)	\$88.00	Per Use	\$88.00	Per Use
ALL VENUES				
Key Bond (refundable)	\$50.00	Per Use	\$50.00	Per Use
Property Bond (refundable):				
If liquor provided at function	\$375.00	Per Event	\$375.00	Per Event
If liquor not provided at function	\$125.00	Per Event	\$125.00	Per Event
Additional cleaning fee for events with 100 or more attendees:				
Seniors event	N/A		\$120.00	Per Event
Juniors event	N/A		\$60.00	Per Event

ATTACHMENT 2

**REGULAR USER GROUND HIRE RATES - FROM COUNCIL POLICY 56
ALL VENUES - ALL REGULAR USERS IN THESE SPORTS**

SPORT	PLAYER NUMBERS PER TEAM	SENIOR / JUNIOR	CURRENT 2019-20 RATE PER TEAM PER SEASON (inc GST)	PROPOSED 2020-21 RATE PER TEAM PER SEASON (inc GST)
Football (AFL)	25	Senior Men	\$1,056.00	\$1,056.00
	20	Senior Women	\$528.00	\$528.00
	20	Junior	\$264.00	\$264.00
Soccer	12	Senior Men	\$528.00	\$528.00
	12	Senior Women	\$264.00	\$264.00
	10	Junior	\$132.00	\$132.00
Cricket	12	Senior Men	\$528.00	\$528.00
	12	Senior Women	\$264.00	\$264.00
	12	Junior	\$132.00	\$132.00
Touch Football	8	Senior Men	\$264.00	\$264.00
	8	Senior Women	\$132.00	\$132.00
	8	Junior	\$66.00	\$66.00

ATTACHMENT 3

**RECOMMENDED NEW CASUAL USER GROUND HIRE RATES - FROM 1 JULY 2020
ALL VENUES - ALL CASUAL USERS**

SPORTS GROUNDS / FACILITIES FOR CASUAL USERS				
FEES/CHARGES GST Inclusive				
SPORTS GROUNDS / FACILITIES	CURRENT 2019-20 RATE PER HOUR	PROPOSED 2020-21 RATE PER HOUR	CURRENT 2019-20 RATE PER DAY	PROPOSED 2020-21 RATE PER DAY
Bracknell rec ground / change rooms	\$21.50	\$21.50	\$128.50	\$128.50
Bracknell rec ground only	\$16.50	\$16.50	\$98.00	\$98.00
Bracknell clubrooms		Fee determined by leaseholder		
Carrick recreation ground	\$11.50	\$11.50	\$67.00	\$67.00
Deloraine rec ground / change rooms	\$21.50	\$21.50	\$128.50	\$128.50
Deloraine rec ground only	\$16.50	\$16.50	\$98.00	\$98.00
Deloraine clubrooms		Fee determined by leaseholder		
Hadspen rec ground / centre	\$32.00	\$32.00	\$190.50	\$190.50
Hadspen rec ground only	\$21.50	\$21.50	\$128.50	\$128.50
Hagley rec ground / change rooms	\$16.50	\$16.50	\$98.00	\$98.00
Hagley rec ground only	\$11.50	\$11.50	\$67.00	\$67.00
Hagley clubrooms		Fee determined by leaseholder		
Meander recreation ground	\$11.50	\$11.50	\$67.00	\$67.00
Prospect Vale Park - per touch field	\$13.50	\$13.50	\$82.00	\$82.00
Prospect Vale Park - per soccer field	\$21.50	\$21.50	\$128.50	\$128.50
Prospect Vale Park - per football field	\$27.00	\$27.00	\$160.00	\$160.00
Prospect Vale Park - clubrooms		Fee determined by leaseholder		
Prospect Vale Park - per change room		Fee determined by leaseholder		
Westbury function centre / change rooms		Refer to Attachment 1		
Westbury rec ground only	\$16.50	\$16.50	\$98.00	\$98.00
Whitemore rec ground only	\$11.50	\$11.50	\$67.00	\$67.00
Whitemore clubrooms		Fee determined by leaseholder		
Sports Ground Lighting	\$15.50	\$15.50	N/A	N/A
Key Bond (refundable) - Per Use	\$50.00	\$50.00	N/A	N/A
Property Bond (refundable) - Per Event:				
If liquor provided at function	\$375.00	\$375.00	N/A	N/A
If liquor not provided at function	\$125.00	\$125.00	N/A	N/A
Discounts – Ground Only				
Junior Discount (under 18 years)	50%	50%	N/A	N/A
Female & Inclusion Discount	50%	50%	N/A	N/A
Off-peak Use (between 9am and 3pm)	25%	25%	N/A	N/A

2) Officers Report

The annual fees and charges are set in conjunction with the annual Budget Estimates process. It includes setting the price for Council activities including engineering, tips, cemeteries, planning, building and plumbing. Setting fees and charges that meet the true cost of the service is difficult and is unattainable for community services such as public halls and recreation facilities. The 'true cost' is taken as being the cost, less the cost of any community service obligations. Putting an objective value on Council's community service obligations is difficult.

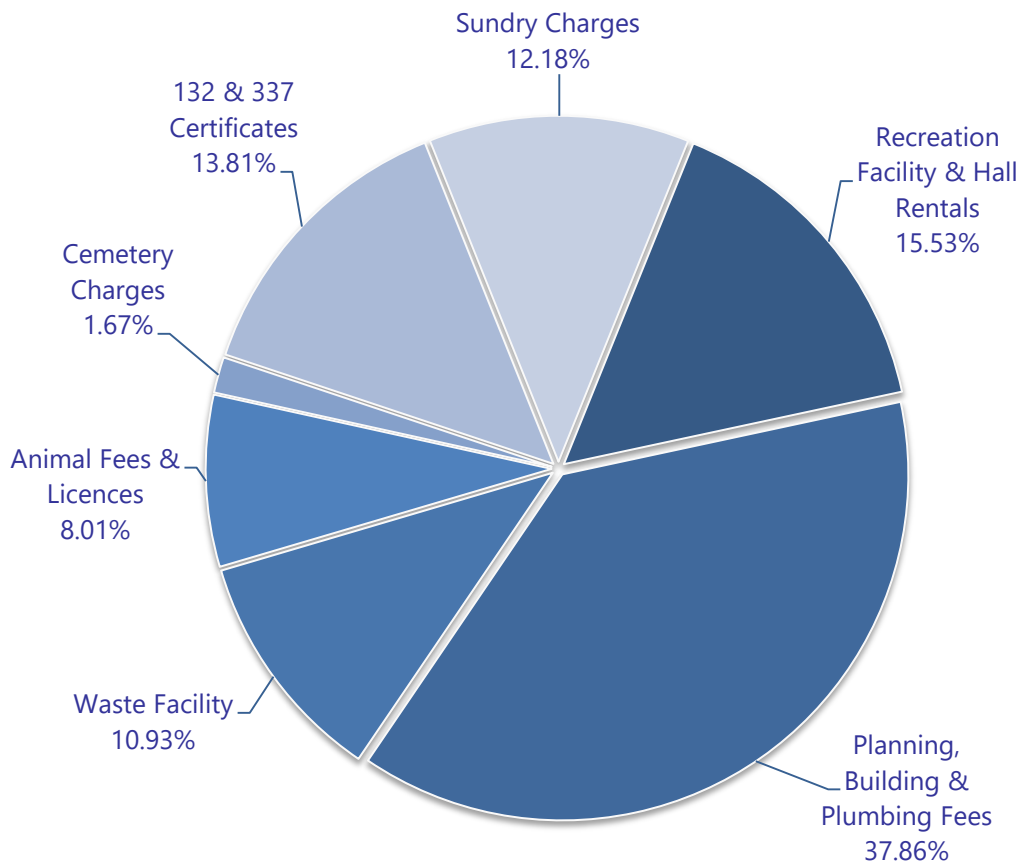
At the Special Meeting of Council on 7 April 2020 Council approved the delivery of the 'Community Care and Recovery Package' (Recovery Package). The aim of the Recovery Package is to assist the Meander Valley community to both manage and recover from the impacts of the COVID-19 Pandemic. The package included a decision to "*Deliver Budget estimates for the 2020-21 financial year based on a 0% increase in Fees and charges revenue*". In addition, the package included a decision to "*Waive fees for Sport & Recreation Fees and Charges for ground and building hire from the closure until three (3) months after facilities are reopened following the COVID-19 emergency*". Accordingly, the proposed fees and charges for 2020-21 reflect these decisions of Council.

The 'Amendments to Planning Scheme' fee is proposed to change for the 2020-21 financial year. The fee is proposed to be calculated as a percentage of the development value, rather than a single fixed fee. The service involves the same amount of work as a Level 2 Discretionary Development but has two extra notification costs plus the Tasmanian Planning Commission fee. In many cases the fixed fee method is not considered practical or reasonable.

A new fee is proposed to be introduced for hire of the Westbury Sports Centre meeting room (there is currently no fee for this service) along with a new cleaning fee for all venues for events with 100 or more attendees.

The recommendation provides for the majority of the fees and charges revenue, there are however some categories that are set independently. Fees for producing rates 132 and property 337 certificates (\$170,700 anticipated actual in 2020) are set in legislation by the State Government. The annual heavy vehicle licence fees distribution from the State Government (\$50,900 anticipated actual in 2020) is also included in the fees and charges budget revenue.

The actual fees and charges revenue for the 2019-20 year are identified in the following areas:



The draft Fees & Charges for 2020-21 were discussed at the Council Workshop on 23 June 2020.

3) Council Strategy and Policy

The Annual Plan requires that the budget, fees and charges are presented to the Council workshop by 30 June 2020.

4) Legislation

Fees and charges are set in accordance with Sections 73, 205 and 206 of the Local Government Act (LGA) 1993 and the requirements of the Building Act 2016.

5) Risk Management

Not applicable

6) Government and Agency Consultation

Not applicable

7) Community Consultation

Not applicable

8) Financial Consideration

The annual review of fees and charges is aimed at ensuring Council's income from fees and charges keeps pace with cost increases and maintains the relative percentage of total income from fees and charges from one year to the next. Where appropriate the fees and charges are reflective of the cost to provide the service.

The budget report highlights a similar level of fees and charges for 2020-21 with the budget being 5.91% of revenue (adjusted for subdivision works taken over, capital grants and sale of assets). The fees and charges percentage has been consistent around 6% of adjusted revenue. The fees and charges percentage of adjusted budgeted revenue for the previous five years are as follows:

	2020-21	2019-20	2018-19	2017-18	2016-17
% of Adj. Revenue	5.91%	6.18%	6.18%	5.76%	5.90%
Fees & Charges	\$1,150,100	\$1,255,000	\$1,228,300	\$1,126,500	\$1,101,700
Adj. Revenue	\$19,463,400	\$20,298,400	\$19,864,900	\$19,549,400	\$18,664,500

9) Alternative Recommendations

Council can approve the fees and charges with amendment or retain the current fees and charges.

10) Voting Requirements

Simple majority

DECISION:

COMMUNITY AND DEVELOPMENT SERVICES 1

Reference No. 131/2020

REVIEW OF POLICY NO. 82 – COMMUNITY INCENTIVE GRANTS

AUTHOR: Lynette While
Director Community and Development Services

1) Recommendation

It is recommended that Council:

- 1. Confirms the continuation of Policy No. 82 - Community Incentive Grants with amendments as notated; and***
- 2. Approves the Community Grants and Sponsorship Fund Policy Guidelines.***

POLICY MANUAL

Policy Number: 82	Community Incentive Grants and Sponsorship Fund
Purpose:	To establish a funding principle and operational framework for a range of financial grants and sponsorships, collectively to be known as the Community Grants and Sponsorship Fund the management of the Community Incentive Grants.
Department:	Community & Development Services
Author:	Lynette While, Director
Council Meeting Date:	11 July 2017 14 July 2020
Minute Number:	153/2017 xx/2020
Next Review Date:	July 2021 July 2024

POLICY

1. Definitions

Community Incentive Grants and Sponsorship Fund:

A collective range of financial grants and sponsorships made available to not-for-profit community organisations and individuals in support of projects and activities that meet local need and develop build-community leadership, participation, knowledge, relationships, lifestyle, pride and resilience. capacity. These include Community Grants, Establishment Grants, Sponsorship Donations for Individuals and Organisations, Community Organisations Regulatory Fees Council Fee Reimbursement Refund Grant Scheme and Townscape Incentive Grants Scheme.

Community Grant

Assistance Financial grant made available to *not for profit* community organisations and individuals to deliver a specific project or activity with outcomes that benefit the community. Outcomes include addressing local needs, developing leadership, attracting participation, building skills, utilising knowledge, developing resources and improving lifestyle. These grants fund special community events, community development projects, sport and recreation projects and activities, health and well-being programs and activities. undertake community development projects and activities that build community capacity.

Community Organisation Establishment Grant

Support for the development of newly formed *not for profit* community organisations within the Meander Valley local government area.

Sponsorship Donation for Individuals and Organisations

Support to individual Meander Valley residents representing the district at State or National competition, sponsoring of awards that recognise local achievement, encourages events or activities to be delivered by organisations within the Meander Valley local government area. Sponsorships can be made to charitable organisations, schools and sport clubs and individuals.

Council Regulatory Fees Reimbursement Refund Grant Scheme

Support for the ongoing operation and sustainability of *not for profit* community organisations through a refund of the regulatory fees charged by Council for 'one-off' community projects they intend to complete. Assistance to eligible community organisations for a refund of regulatory fees charged by Council. Eligible fees are typically for building, permit authority, planning, plumbing, place of assembly permit, food licence fees and tip fees.

Townscape Incentive Grant Scheme

Assistance to property owners in the Meander Valley LGA consistent with Guidelines to improve the external appearance of their buildings and gardens in keeping with heritage principles. Encouragement of traditional heritage restoration of historic buildings and landscapes by property owners through a one-off payment to support restoration projects affecting the external appearance of historic homes and gardens. This may include period renovations, authentic colour schemes and sympathetic landscaping in keeping with traditional characteristics and that can demonstrate heritage value.

2. Objective

The objectives of this policy are to:

- a) Establish the purpose and operating parameters for the Community Grants and Sponsorship Fund. The Fund specifically includes the Community Grant, Establishment Grant, Sponsorship Donations for Individuals and Organisations, Community Organisations Regulatory Fees Reimbursement Grant and the Townscape Incentive Grant. ~~Provide a consistent and equitable process for the assessment and allocation of Community Incentive Grants.~~
- b) Maintain the value and relativity of the annual budget allocation for the Community Grants and Sponsorship Fund. ~~Regulatory Fees Refunds Scheme and Townscape Incentive Grant Scheme~~
- c) ~~Provide assistance to eligible organisations and individuals by way of an incentive to support and build community capacity.~~

3. Scope

This policy applies to Councillors, staff and community representatives involved in the management of the Community **Grants and Sponsorship** ~~Incentive Fund~~

4. Policy

Council will:

- a) Allocate an annual amount to provide for all grants and sponsorship under the Community Grants and Sponsorship Fund that will be not less than the previous year expenditure from the Fund. Council may at its discretion and within the limit of the annual budget allocations, vary the amount available to each grant or sponsorship type based on demand. ~~Provide an overall annual budget for the Community Incentive Fund (incorporating Community Organisation Regulatory fees refund Scheme) equal to 1% of General Rate Income.~~
- b) ~~Provide an additional annual budget allocation for the Townscape Incentive Grant Scheme to provide assistance to property owners to improve the external appearance of their properties in keeping with heritage principles.~~
- c) Assess and allocate all Community **Grants and Sponsorship** ~~Incentive Funds~~ Grants in accordance with the ~~attached~~ Meander Valley Council Community **Grants and Sponsorship** ~~Incentive Fund Grants~~ Policy Guidelines.

5. Legislation and Associated Council Policies

Local Government Act 1993 (Section 77 Grants and benefits)

Policy No. 1 Risk Management

~~Policy No. 78 New and Gifted Assets~~

Policy No. 45 Information Management

Policy No. 67 Personal Information Protection

Community Development Framework 2013

6. Responsibility

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

2) Officers Report

The purpose of this report is for Council to review existing Policy No. 82 – Community Incentive Grants and the accompanying Community Grants and Sponsorship Fund Policy Guidelines.

The intention of Policy No. 82 is to establish a funding principle and operational framework for a range of financial grants and sponsorships provided by Council to community organisations and individuals. The review of Policy 82 proposes change to the name of the policy, the allocation amount for distribution and the administrative and approval processes. It also addresses some inconsistencies within the documents and reflects the full range of financial support that Council provides through the grant fund.

The Community Grants and Sponsorship Fund Policy Guidelines [Attachment C&DS1(a)] support the implementation of Policy No. 82. The Guidelines outline the different types of funding available the administrative, process and accountability requirements of the Fund. In addition, the Guidelines include as appendices a specific Application Guideline [Attachment C&DS1(b)] for each type of grant and sponsorship. The Application Guidelines each contain information to assist applicants understanding of the purpose of the grant or sponsorship, when applications can be made and how much applicants can apply for, who can get a grant, eligibility and application assessment information and how to lodge an application.

The draft changes to Policy No. 82 and the Policy Guidelines were considered at the Council workshop on 2 June 2020.

Key changes that have been made to the Policy include:

Change of policy name

The proposed name change is from Community Incentive Grants to Community Grants and Sponsorship Fund. This change reflects more accurately the range of purpose in the fund, being grants, sponsorship donation and reimbursement of fees. It also reflects the updating of the policy and guidelines to clearly articulate the five types of funds available, namely:

- Community Grant
- Community Organisation Establishment Grant
- Sponsorship Donations for Individuals and Organisations

- Council Fees Reimbursement Grant
- Townscape Incentive Grant

Change to the annual budget amount allocated to the Fund

The annual budget allocated to date has been equal to 1% of the General Rate Income. It is proposed to move away from this mechanism to the provision of an annual amount to provide for all grants and sponsorship under the Community Grants and Sponsorship Fund that will be not less than the previous year expenditure from the Fund. As this method is based on the expenditure from the previous year, it is expected that it will match the budget to the anticipated demand. Council may at its discretion and within the limit of the annual budget allocations, vary the amount available to each grant or sponsorship based on demand.

The proposed Budget Estimates anticipate \$73,200 to be provided in 2019-20 and \$100,900 in 2020-21.

Changes to process and authorisation

Regulatory Fee Refund Scheme

- The Community Organisations Regulatory Fees Refund Scheme was named and described as a refund of a fee that had been paid. It is not administered as a refund. The proposed change to a reimbursement grant reflects that the amount of the fee is provided and paid as a grant and is referred to as reimbursement.
- The Regulatory Fee Refund total allocation available in 2019-20 was \$10,000. There has been low take up of this grant and it is now suggested that there is not a specific amount allocated.

Townscape Incentive Scheme

- The Townscape Incentive Scheme total allocation available in 2019-20 was \$5,000. There has been low take up of this grant and it is now suggested that there is not a specific amount allocated.

Individual Sponsorships

- Authorisation of individual sponsorships such as for attendance at sporting competitions or for school awards has occurred by Council officers or the General Manager. This has been clarified to consideration by the Community Fund Committee in line with all other funding captured within the policy.
- When extraordinary timelines or other unforeseen circumstances prevent a worthy individual sponsorship application being submitted to the Fund Committee in the normal timeframe, the General Manager may determine authorisation.

Information Sessions

- Historically, the Guidelines indicated there would be one information session to inform and assist the community about the grants. This is now proposed as two sessions – one at the commencement of the annual program and one at the midpoint.

Recurrent Grants

- Recurrent grants noted in the current Policy Guidelines have not been included in the proposed Guidelines. Recurrent grants may have been provided to schools for school awards each year. The approach in so doing is that the Community Grants and Sponsorship Fund is an annual consideration and not recurrent with associated expectations for ongoing funding.

3) Council Strategy and Policy

This Policy was due to be reviewed in July 2021. It has been updated ahead of this schedule to be in line with recent Community Recovery Grants processes and format. This has also afforded the opportunity to address some inconsistencies within the policy documents, to make some changes to reflect the full range of financial support that Council provides through the grant fund and to update guidelines documents addressing each grant or sponsorship.

4) Legislation

Local Government Act 1993

5) Risk Management

The provision of this policy and the associated proposed amendments together with guidelines support transparent decision making.

6) Government and Agency Consultation

Not applicable

7) Community Consultation

Not applicable

8) Financial Consideration

There is an annual cost to Council in the application of this Policy with an allocation made each year within the Budget.

9) Alternative Recommendations

Council can elect to approve the policy unchanged or with or without further amendment.

10) Voting Requirements

Simple majority

DECISION:

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1. INTRODUCTION

Policy No. 82 – Community Grants and Sponsorship Fund – establishes a funding principle for the provision of the Community Grants and Sponsorship Fund (the Fund) and a framework for the provision of financial assistance via grants, sponsorship and fee reimbursement.

Purpose

This Policy Guideline supports the implementation of Policy No. 82. It outlines the different types of funding available and the administrative requirements of the Fund.

Operation

Meander Valley Council will provide an annual financial allocation to provide for all grant and sponsorship types within the Fund. Types include - 1) Community Grant; 2) Community Organisation Establishment Grant; 3) Council Fees Reimbursement Grant; 4) Sponsorship Donation for Individuals and Organisations and 5) Townscape Incentive Grant. The total financial allocation will be at least equivalent to the previous year and incorporates costs associated with the general administration of the Fund including advertising, promotion and facilities hire.

There are four grant rounds annually within a financial year. Round 1 is in June, Round 2 – September, Round 3 – December and Round 4 - March. At the end of the financial year, if there has been an under-spend in any type, the remaining funding will be absorbed into Council's operating budget for the next year.

The eligibility criteria, selection criteria, application details and grant conditions of each type are provided in their respective application guidelines which are included in the Appendices 1-5. The guidelines for each type are reviewed annually.

Purpose of each Grant or Sponsorship Type

The purpose and nature of each of the five types are as follows:

1. Community Grants:

The purpose of a community grant is to help not *for profit* community organisations deliver a specific project or activity with outcomes that benefit the community. Outcomes include addressing local needs and can include developing leadership, attracting participation, building skills, utilising knowledge, developing resources and improving lifestyle. Community grants are a competitive grant round assessed through application and to achieve these goals they fund:

- Special community events;
- Community development projects;
- Sport and recreation projects and activities;
- Health and wellbeing activities and programs.

2. Community Organisation Establishment Grant:

The purpose of an establishment grant is to support the development of newly formed *not for profit* community organisations within the Meander Valley local government area (LGA).

This could include facility hire, purchase of equipment to support the group and/or start up fees such as the cost of incorporation.

3. Sponsorship Donation for Individuals and Organisations

The purpose of sponsorship donations is to:

- support individual Meander Valley residents representing the State at national competition or representing the Nation at international competition;
- sponsor awards that recognise local achievement; and
- encourage events or activities to be delivered by organisations within the Meander Valley LGA, or charitable organisations outside the Meander Valley LGA, that can clearly demonstrate specific benefit to residents from the Meander Valley LGA.

Sponsorship can be provided to charitable organisations, schools and sports clubs and individuals.

4. Council Fees Reimbursement Grant

This grant supports the ongoing operation and sustainability of *not for profit* community organisations through a refund of the regulatory fees charged by Council for 'one-off' community projects they intend to complete. Eligible fees are typically building, permit authority, planning, and plumbing, place of assembly permit, food licence and tip fees. Payments are made on project or event completion unless otherwise approved by the General Manager.

5. Townscape Incentive Grant

This grant encourages traditional heritage restoration of historic buildings and landscapes within the Meander Valley LGA. Individual property owners may apply for a one-off payment to support restoration projects affecting the external appearance of historic homes and gardens consistent with the Guidelines. This may include period renovations, authentic colour schemes and sympathetic landscaping in keeping with traditional characteristics and that can demonstrate heritage value.

2. ADMINISTRATION

Administrative support structure

The Manager, Community and Lifestyle will be responsible for the general management of the Fund and will be supported by the Community and Lifestyle Officer. The process is represented in the Process Flow Chart on page 5 and involves the following:

Application Process

Applications are invited throughout the year. Advertising occurs via local newspapers, Council's website and social media. Information sessions will be held twice per year, at commencement prior to the first round and midway prior to the third round.

Application Forms and Guidelines

All potential applicants will be provided with application guidelines and an application form. These will be available on Council's website and provision will be made to allow applications to be completed online as well as via hard copy where required.

Enquiries

Community and Lifestyle staff will liaise with potential applicants as required to provide guidance on the application process, focus the applicant on key aspects of the guidelines and if applicable, encourage applicants to explore other relevant sources of funding.

Response and Follow Up.

Once an application is received, it is acknowledged by the Community and Lifestyle Officer via email or in writing if required.

Assessment Process

The Manager, Community and Lifestyle will review the application in terms of the guidelines and liaise with the applicant as required. Applications will be summarised and forwarded to the Community Grants and Sponsorship Fund Committee for assessment and recommendations. Council will then consider the recommended grant recipients at an ordinary meeting of Council. The decisions of Council will be final and not subject to review or appeal.

Community Grants and Sponsorship Fund Committee

The Community Grants and Sponsorship Fund Committee (Fund Committee) will be convened by the Manager, Community and Lifestyle and supported by the Community and Lifestyle Officer. The Fund Committee will meet quarterly or as required.

Membership will comprise:

- The Manager, Community and Lifestyle as Chair;
- Two elected members nominated by Council;
- One officer from Development Services and
- One other Council Officer.

The Fund Committee may invite other persons to be present to discuss certain projects; such as those with particular expertise or involvement.

Recommendations

The Fund Committee will assess the applications including reference to the eligibility and selection criteria. Members of the Fund Committee must declare any conflict of interest when it applies and in such cases be excluded from the decision making process for that project.

Decisions of the Fund Committee shall be made by consensus. Recommendations on the payment of applications for each round shall be submitted to Council for consideration at an ordinary meeting. Once the Fund Committee's recommendations have been endorsed by

Council, applicants shall be notified by the Community and Lifestyle Officer in writing of the outcome.

When extraordinary timelines or other unforeseen circumstances prevent a worthy grant or individual sponsorship application being submitted to the Fund Committee in the normal timeframe, the General Manager may determine and authorise the grant or sponsorship. In such cases the Council is to be notified at the next ordinary meeting.

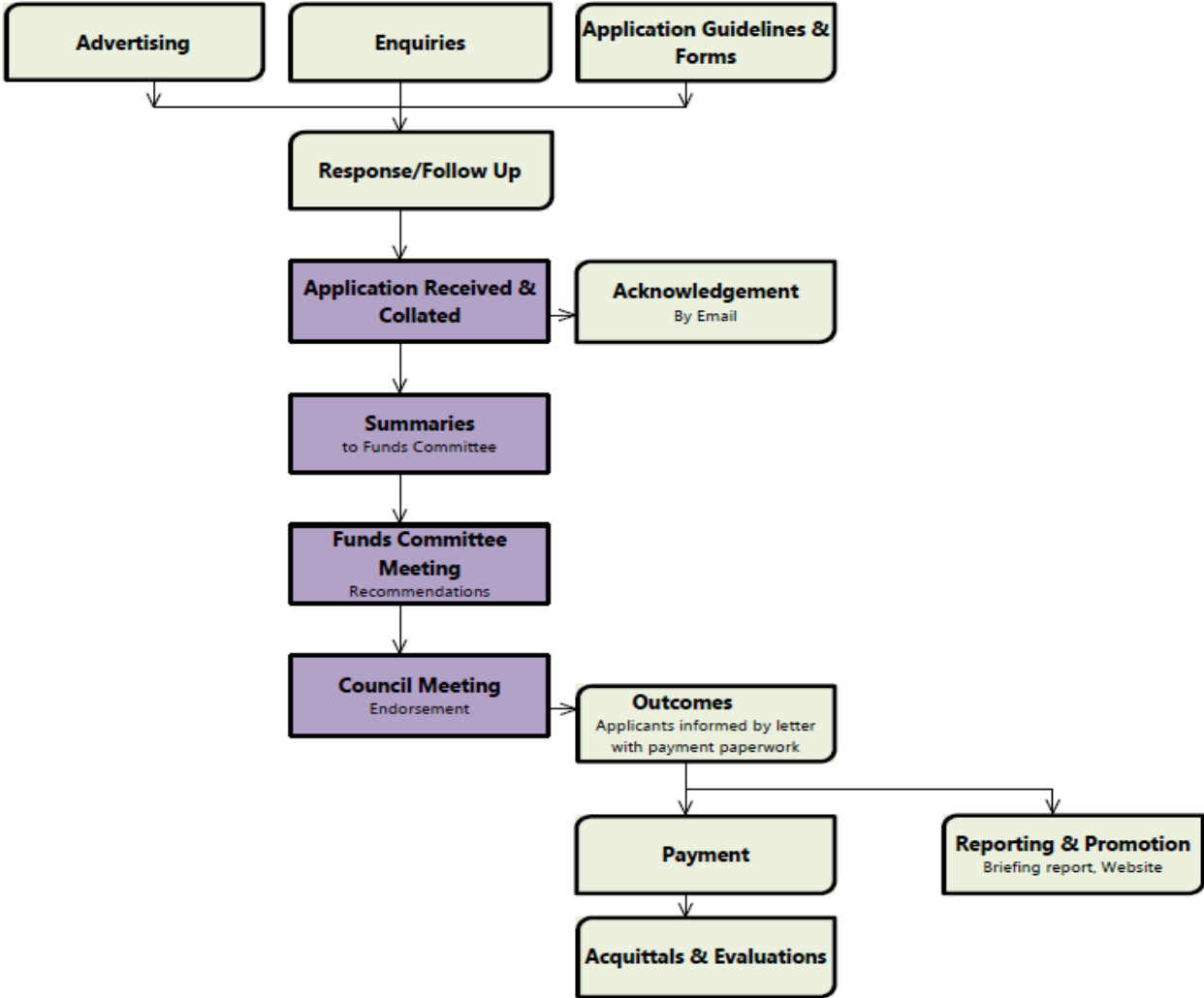
Payment

The General Manager has delegated responsibility from Council to authorise payments. The Community and Lifestyle Officer will arrange payment of endorsed applications and ensure the conditions of the grant or sponsorship are accepted.

Acquittals and Evaluations

The Manager, Community and Lifestyle will receive grant acquittals and evaluations and liaise with the applicant as required. An acquittal form will be made available on Council’s website.

3. PROCESS FLOW CHART - Community Grants and Sponsorship



Demonstrates the administrative process.
 Demonstrates the decision making process.

4. ACCOUNTABILITY

Conditions apply to recipients. The application form relevant to each type must communicate the standard requirements. Acceptance of the terms and conditions must be obtained from the successful applicants prior to disbursement of funds.

Conditions of funding include:

- Meeting relevant government licensing requirements, safety standards, comply with Council regulations and have risk management plans;
- Maintaining accurate financial records in regard to grant expenditure and acquitting the grant;
- Using funds solely for the purpose for which they were provided;
- If the project, event, activity or program is required to change for any reason, a variation must be sought in writing and be approved by Council in advance;
- Not dispose of, or transfer any equipment or items covered by the grant without the prior written consent of Council within two years of purchase;
- Advise Council if the recipients affairs are being wound-up or if they go into recess. In these circumstances the recipient must follow the instructions of Council in regard to disposing of or transferring any equipment or items covered by the grant, or any portion of the grant not expended;
- Inform Council if for any reason, the activity, event, project or program is cancelled and will not proceed. In these circumstances recipients must follow the instructions of Council in returning any funds already allocated;
- Provide an Evaluation and Acquittal Report on the grant within 60-days following completion. A template will be provided to successful applicants and on the website;
- Provide advice to Council on the outcome of sponsorship payments.
- Acknowledge Council's support in promotional material, media releases and at public events related to the project, event, activity or program;
- Provide consent for Council to promote the grant or sponsorship, project or activity, individual or group in media releases, on Council's website and at public events.

Recovery of Funds or Property

In the case where a grant or sponsorship recipient are not able to complete the intended project, event, activity or program, their affairs are wound up or they go into recess, the General Manager will have discretion to determine and provide instruction regarding the recovery of funds or property related to the grant or sponsorship.

Reporting and Promotion

The Manager, Community and Lifestyle, will provide the General Manager and Council with a full report on the Community Grants and Sponsorship Fund to the relevant ordinary Council meeting. The full report is to include:

- Recommendations made by the Fund Committee within the five funding types;
- Summaries of completed project evaluations;
- Acquittals received during the quarter; and
- Available funds for distribution.

Promotion of the projects, events, activities and programs occurring and completed through the Fund can be provided to the Council website and posted via Council Social Media.

Project Liaison

The Community and Lifestyle Officer will liaise with successful applicants throughout the period of funding, where required.

Policy and Guidelines Review

Policy No 82 - Community Grant and Sponsorship Fund - will be reviewed every two years.

This Policy Guideline document will be reviewed annually.

The application guidelines and application forms for each relevant fund type will also be reviewed annually.

5. APPLICATION GUIDELINES APPENDIX

CONTENTS

1. Community Grant (CG) Guidelines.
2. Establishment Grant (EG) Guidelines.
3. Sponsorship Donations for Individuals and Organisations (SD) Guidelines.
4. Council Fees Reimbursement Grant (CFRG) Guidelines.
5. Townscape Incentive Grant (TIG) Guidelines.

Community Grants and Sponsorship Fund

Community Grant (CG) Guidelines

This document outlines the application and assessment approach that the Meander Valley Council (Council) will apply to determine applications for a Community Grant (CG). Your application must be in accordance with all information specified in this document.

What is a CG for?

- Supporting the community to address needs, build local skills, attract participation and improve local lifestyle within the Meander Valley local government area is important to Council.
- The CGs are part of Council's Community Grants and Sponsorship Fund to which an amount is allocated annually.
- This grant applies to Community Groups and Community Organisations planning to undertake projects that support community events, community development, health and wellbeing activities and sport and recreation projects within the Meander Valley local government area (LGA).

When can I apply?

- Applications are assessed in four rounds per year. You will need to submit your application on or before the tenth day of the month for each round. Round 1 – 10 June; Round 2 – 10 September; Round 3 - 10 December and Round 4 – 10 March.
- Applications must be made on Council's *Community Grant Form*, which can be completed online or downloaded from Council's website.
- There is no advantage to rushing an application as all applications will only be assessed after the closure date for each round.
- Applications for a CG will be competitively assessed by and at the sole discretion of the Council.
- Applications should provide clear responses and the required supporting evidence. Council is not obligated to seek additional information before determining a grant application.

How much can I apply for?

- Not-for-profit community groups may apply for a grant amount up to a maximum of \$3,000.
- The amount awarded will be at the sole discretion of Council, having regard to the total number of grant applications in the relevant round and the nature of the project. Council may approve a higher allocation in exceptional circumstances.
- Applicants may only apply for one grant per round.
- Applicants may only seek one grant per project per year.

When will the grants be paid?

- Successful applicants will be paid in the month after the closing date of the grant round they submitted their application to, e.g. payment in either July, October, January or April.
- Grants will be paid directly into the applicant's nominated bank account.
- Unsuccessful applications will be notified by email.

Who can get a grant?

The following eligibility requirements must be satisfied to be considered for a grant. The applicant must:

- Be legally incorporated or operating under the auspices of an incorporated body, registered with the Australian Charities and Not-for-Profit Registration Commission;
- Be inclusive in its membership and support of the broader community;
- Be registered in Australia for taxation purposes with an active ABN;
- Be located and operating in the Meander Valley LGA, or a charitable organisation outside the Meander Valley LGA, that can clearly demonstrate specific benefit to residents from the Meander Valley LGA;
- Not be subject to any legal impediment or adverse circumstances;
- Be seeking funds to support a new project, activity, event or program and not retrospective funding;
- Have obtained any required planning permits for the proposed project.

Partnership applications are permitted and encouraged providing there is a clear specification describing the lead partner and relevant accountabilities.

What are eligible projects?

To be considered, the proposed project should:

- Be open to the general community;
- Focus on community inclusion, encouraging volunteer involvement and social benefit;
- Have in place a clearly stated purpose and a practical and viable plan;
- Occur in the Meander Valley local government area;
- Not duplicate other locally available services;
- Have appropriate insurance cover taken out and maintained for the life of the project and indemnify Council against any action which might be brought against the funded project.

How are applications assessed?

Eligibility does not automatically mean a grant will be approved. Applications will be assessed on their ability to demonstrate one or more of the following:

- The amount of in-kind investment in the project;
- The level of volunteer involvement in the project;
- Demonstrated level of community acceptance and support;
- The potential of the project to address a community need or disadvantage;
- A clearly articulated plan for the project;
- Previous community project management experience;
- A statement from a senior office holder or board member stating the organisation has met all applicable statutory payment and reporting obligations.

Council's Community Grants and Sponsorship Fund Committee will evaluate applications and recommend grant recipients. Council will then consider the recommended grant recipients at a meeting of Council. The decisions of Council will be final and not subject to review or appeal. Applicants will be notified by email of the outcome of their application.

Where do I lodge my application?

Applications for the CG program can be made:

- Online via the Meander Valley Council website at www.meander.tas.gov.au
- By email to mail@mvc.tas.gov.au
- By mail to Attn: Grants Administrator, PO Box 102, Westbury Tasmania 7303

All necessary supportive documentation must be emailed or attached to your application form for it to be considered.

If you need help completing your application, please contact Council on 6393 5300.

Confidentiality

The Council may use and disclose the information provided by applicants for assessing applications under the program guidelines and decisions on successful applicants. Council is also required to report the name and dollar value of successful grant applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the business recipient from the grant program.

Right to Information

Information provided to the Council may be subject to disclosure in accordance with the Right to Information Act (2009).

Personal Information Protection

Personal information will be managed in accordance with the Personal Information Protection Act (2004) and the Council's Personal Information Protection Policy. This information may be accessed by the individual to whom it relates, on request to the Council.

Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Council, as to the accuracy or completeness of the information it contains. Council accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document. Any person relying on this document and the information it contains does so at their own risk. Council does not accept liability or responsibility for any loss incurred by an applicant that is in any way related to the program.

Establishment Grant (EG) Guidelines

This document outlines the application and assessment approach that the Meander Valley Council (Council) will apply to determine applications for an Establishment Grant (EG) for new Community Organisations. Your application must be in accordance with all information specified in this document.

What is an EG for?

- Supporting local people to work together to address community needs within the Meander Valley local government area is important to Council.
- This grant applies to community members and groups planning to establish a new Community Organisation within the Meander Valley local government area.
- The EGs are part of Council's Community Grants and Sponsorship Fund to which an amount is allocated annually.

When can I apply?

- Applications are assessed in four rounds per year. You will need to submit your application on or before the tenth day of the month for each round. Round 1 – 10 June; Round 2 – 10 September; Round 3 – 10 December and Round 4 – 10 March.
- Applications must be made on Council's *Establishment Grant Form*, which can be completed online or downloaded from Council's website.
- There is no advantage to rushing an application as all applications will only be assessed after the closure date for each Round.
- Applications for the EG will be assessed by and at the sole discretion of the Council.
- Applications should provide clear responses and the required supporting evidence. Council is not obligated to seek additional information before determining a grant application.

How much can I apply for?

- Not-for-profit community groups may apply for a grant amount up to a maximum of \$250.
- The amount awarded will be at the sole discretion of Council, having regard to the total number of grant applications and the funds available. Council may approve a higher allocation in exceptional circumstances.
- Applicants may only apply for an EG once.

When will the grants be paid?

- Successful applicants will be paid in the month after the closing date of the grant round they submitted their application to, e.g. payment in July, October, January or April.
- Grants will be paid directly into the applicant's nominated bank account.
- Unsuccessful applications will be notified by email.

Who can get a grant?

The following eligibility requirements must be satisfied to be considered for a grant. The applicant must:

- Comprise a community group whose majority of members reside in the Meander Valley local government area.
- Encourage volunteer involvement;
- Promote or service health, wellbeing, literature, science, art, recreation or community.
- Have been operating for a period of less than two years;
- Not duplicate other locally available services;
- Be located and operating in the Meander Valley local government area;
- Not be subject to any legal impediment or adverse circumstances;
- Be registered in Australia for taxation purposes with an active ABN;

What are eligible groups?

To be considered, the group should:

- Demonstrate a clearly stated purpose and a practical annual plan;
- Be seeking funds to support new administration costs such as:
 - Facility hire;
 - Purchase of equipment to support the group;
 - Start up fees such as the cost of incorporation.

How are applications assessed?

Eligibility does not automatically mean a grant will be approved. Applications will be assessed on their ability to demonstrate one or more of the following:

- The level of volunteer involvement in the group;
- The potential of the group to address a community need;
- The extent of the benefit to the community;
- Ability to fill leadership/committee roles and keep administration records.

Council's Community Grants and Sponsorship Fund Committee will evaluate applications and recommend grant recipients. Council will then approve the recommended grant recipients at an ordinary meeting of Council. The decisions of Council will be final and not subject to review or appeal. Applicants will be notified by email of the outcome of their application.

Where do I lodge my application?

Applications for the EG program can be made:

- Online via the Meander Valley Council website at www.meander.tas.gov.au
- By email to mail@mvc.tas.gov.au
- By mail to Attn: Grants Administrator, PO Box 102, Westbury Tasmania 7303

All necessary supportive documentation must be emailed or attached to your application form for it to be considered.

If you need help completing your application, please contact Council on 6393 5300.

Confidentiality

The Council may use and disclose the information provided by applicants for assessing applications under the program guidelines and decisions on successful applicants. Council is also required to report the name and dollar value of successful grant applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the business recipient from the grant program.

Right to Information

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Personal Information Protection

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This document outlines the application and assessment approach that the Meander Valley Council (Council) will apply to determine applications for Sponsorship Donation for Individuals and Organisations (SDIO). Your application must be in accordance with all information specified in this document.

What is an SDIO for?

- Supporting the community, encouraging participation and improving local lifestyle within the Meander Valley local government area (LGA) is important to Council.
- The SDIO are part of Council's Community Grants and Sponsorship Fund to which an amount is allocated annually. The SDIO aim to provide support and recognition of individual performance and charitable endeavor.
- Sponsorship donations apply to individuals, schools and sports clubs and charitable organisations. They aim to support State or National representation and local achievement for Meander Valley residents as well as charitable events or activities delivered by organisations for the direct benefit of community members within the Meander Valley local government area.

When can I apply?

- Applications are assessed in four rounds per year. You will need to submit your application on or before the tenth day of the month for each round. Round 1 – 10 June; Round 2 – 10 September; Round 3 - 10 December and Round 4 – 10 March.
- Applications must be made on Council's *Sponsorship Donation for Individuals and Organisations (SDIO) Form*, which can be completed online or downloaded from Council's website.
- Applications can be submitted at any time and will be assessed after the closure date for each round. If there are exceptional timeframes for individual representation, sponsorship may be considered outside of the closure date.
- Applications for the *SDIO* will be assessed by and at the sole discretion of the Council.
- Applications should provide clear responses and supporting evidence. Council is not obligated to seek additional information before determining a sponsorship application.
- Applications should provide as much detail as possible to support their request.

How much can I apply for?

- Not for profit/charitable community groups may apply for a maximum sponsorship of \$500.
- Schools and sports clubs may apply for a maximum sponsorship of \$150.
- Individuals representing the State may apply for a maximum sponsorship of \$150.
- Individuals representing the Nation may apply for a maximum sponsorship of \$300.
- Applicants may only apply for one sponsorship per year.
- The amount awarded will be at the sole discretion of Council and be subject to sufficient funds.

When will the sponsorship donation be paid?

- Successful applicants will be paid in the month after the closing date of the grant round they submitted their application to, e.g. payment either in July; October; January or April.
- Sponsorship donations will be paid directly into the applicant's nominated bank account.
- Unsuccessful applications will be notified by email.

Who can get a sponsorship donation?

The following eligibility requirements must be satisfied to be considered for sponsorship donation. The applicant must be either:

- A 'not for profit' charitable community group located in Meander Valley, or a charitable organisation outside the Meander Valley LGA, that can clearly demonstrate specific benefit to residents from the Meander Valley LGA;
- A school or sporting club located in Meander Valley or
- An individual resident of Meander Valley representing the State or Nation.

What is eligible for a sponsorship donation?

To be considered for Individual Sponsorship you should demonstrate:

- That you live within the Meander Valley local government area and you have been selected to represent Tasmania or Australia to participate or compete in an event of National or International significance.

To be considered for School or Sporting Club Sponsorship you should demonstrate:

- That the sponsorship is being used to recognise an individual or group endeavor not otherwise able to be acknowledged by the school or club;
- Alternative sources of sponsorship or funding are not available.

To be considered for Charitable/Organisation Sponsorship you should demonstrate:

- A clear purpose and need for the sponsorship donation for a charitable activity;
- Alternative sources of sponsorship or funding are not available;
- The event or activity will occur in the Meander Valley LGA or can clearly demonstrate specific benefit to residents from the Meander Valley LGA;
- Appropriate insurance cover will be maintained for the life of the event/program and you will indemnify Council against any action which might be brought against the funded event/program.

Do I have to acknowledge the sponsorship donation?

- YES. Successful applicants are required to acknowledge the Council sponsorship donation in any relevant event speech or media release.

How are applications assessed?

Eligibility does not automatically mean a sponsorship will be approved. Applications will be assessed at the sole discretion of Council.

Council's Community Grants and Sponsorship Fund Committee will evaluate applications and recommend sponsorship recipients. Council will then consider the recommended sponsorship recipients at an ordinary meeting of Council. The decisions of Council will be final and not subject to review or appeal. Applicants will be notified by email of the outcome of their application.

Where do I lodge my application?

Applications for the Sponsorship Donation can be made:

- Online via the Meander Valley Council website at www.meander.tas.gov.au
- By email to mail@mvc.tas.gov.au
- By mail to Attn: Grants Administrator, PO Box 102, Westbury Tasmania 7303

All necessary supportive documentation must be emailed or attached to your application form for it to be considered.

If you need help completing your application, please contact Council on 6393 5300.

Confidentiality

The Council may use and disclose the information provided by applicants for assessing applications under the program guidelines and decisions on successful applicants. Council is also required to report the name and dollar value of successful grant applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the business recipient from the grant program.

Right to Information

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Personal Information Protection

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This document outlines the application and assessment approach that the Meander Valley Council (Council) will apply to determine applications for the Council Fee Reimbursement Grant (CFRG) for Community Organisations. Your application must be in accordance with all information specified in this document.

What is the CFRG for?

- Supporting local people to work together to address community and lifestyle needs within the Meander Valley local government area is important to Council.
- The CFRG is part of Council's Community Grants and Sponsorship Fund to which an amount is allocated annually.
- This grant applies to Community Organisations planning to undertake infrastructure projects or events within the municipality that incur local government regulatory fees. These will generally be accessible as a public amenity and will not include residential developments. Typically these fees include building, permit authority, planning, plumbing, place of assembly and food license fees.

When can I apply?

- Applications are assessed in four rounds per year. You will need to submit your application on or before the tenth day of the month for each round. Round 1 – 10 June; Round 2 – 10 September; Round 3 - 10 December and Round 4 – 10 March.
- Applications must be made on the *Council Fee Reimbursement Grant (CFRG) Form*, which can be completed online or downloaded from Council's website.
- There is no advantage to rushing an application as all applications will only be assessed after the closure date for each round.
- Applications for the CFRG will be assessed by and at the sole discretion of the Council.
- Applications should provide clear responses and the required supporting evidence. Council is not obligated to seek additional information before determining a grant application.

How much can I apply for?

- Not-for-profit community groups may apply for refunds of the regulatory fees charged by Council for events and projects. The amount of reimbursement available will be influenced by the nature of the project and the relevant regulatory fees associated with the project or event.
- The grant amount awarded will be at the sole discretion of Council, having regard to the relevant fees associated, the total number of grant applications under this type and the nature of the project.
- Any State Government fees or charges required for the event or project that may be collected by Council do not apply and will not be considered for a CFRG.
- Applicants may only apply for one reimbursement per grant round.
- Applicants may only seek a total maximum of two fee reimbursements (for separate projects or events) per year.

When will the grant be paid?

- Successful applicants will be paid in the month after the closing date of the grant round they submitted their application to, e.g. payment in July, October, January or April.
- Grants will be paid directly into the applicant's nominated bank account.
- Unsuccessful applications will be notified by email.

Who can get a grant?

The following eligibility requirements must be satisfied to be considered for a grant. The applicant must:

- Be legally incorporated or operating under the auspices of an incorporated body, registered with the Australian Charities and Not-for-Profit Registration Commission;
- Be inclusive in its membership and have the support of the broader community;
- Be registered in Australia for taxation purposes with an active ABN;
- Be located and operating in the Meander Valley local government area;
- Not be subject to any legal impediment or adverse circumstances;
- Be seeking funds to support a new event or project;

- Have obtained any required regulatory permits for the proposed project and have paid the relevant fees to Council.

What are the eligibility criteria?

To be considered for a CFRG, Organisations should demonstrate:

- A one-off occurrence such as a non-recurring event or the building of a structure;
- The building/maintenance of a structure that is generally accessible as a public amenity;
- An event open to the general community;
- An event that encourages community inclusion, volunteer involvement and social benefit;
- A project or event in the Meander Valley local government area;
- They have appropriate insurance cover taken out and maintained for the life of the project/event and will indemnify Council against any action which might be brought against the project/event.

How are applications assessed?

Eligibility does not automatically mean a grant will be approved. Applications will be comparatively assessed on their ability to demonstrate one or more of the following:

- The amount of in-kind investment in the project/event;
- The level of volunteer involvement in the project/event;
- Demonstrated level of community acceptance and support;
- The potential of the project/event to address a community need or disadvantage;
- A clearly articulated plan for the project.

Council's Community Grants and Sponsorship Fund Committee will evaluate applications and recommend grant recipients. Council will then consider the recommended grant recipients at an ordinary meeting of Council. The decisions of Council will be final and not subject to review or appeal. Applicants will be notified by email of the outcome of their application.

Where do I lodge my application?

Applications for a Council Fee Reimbursement Grant can be made:

- Online via the Meander Valley Council website at www.meander.tas.gov.au
- By email to mail@mvc.tas.gov.au
- By mail to Attn: Grants Administrator, PO Box 102, Westbury Tasmania 7303

All necessary supporting documents must be emailed or attached to your application form for it to be considered.

If you need help completing your application, please contact Council on 6393 5300.

Confidentiality

The Council may use and disclose the information provided by applicants for assessing applications under the program guidelines and decisions on successful applicants. Council is also required to report the name and dollar value of successful grant applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the business recipient from the grant program.

Right to Information

Information provided to the Council may be subject to disclosure in accordance with the Right to Information Act (2009).

Personal Information Protection

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Townscape Incentive Grant (TIG) Guidelines

This document outlines the application and assessment approach that the Meander Valley Council (Council) will apply to determine applications for the Townscape Incentive Grant (TIG). Your application must be in accordance with all information specified in this document.

What is the TIG for?

- Traditional heritage restoration of historic buildings and landscapes within the Meander Valley local government area is important to Council.
- The TIG is part of Council's Community Grants and Sponsorship Fund.
- This grant applies to property owners planning building and/or property restoration projects to improve the external appearance of their buildings and gardens in keeping with traditional characteristics and heritage principles. The TIG especially lends itself to buildings classified by the National Trust, buildings on the National Estate Register and buildings on the Tasmanian Heritage Register.

When can I apply?

- Applications are assessed in four rounds per year. You will need to submit your application on or before the tenth day of the month for each round. Round 1 - 10 June, Round 2 - 10 September, Round 3 - 10 December and Round 4 - 10 March.
- Applications must be made on Council's *Townscape Incentive Grant (TIG) Form*, which can be completed online or downloaded from Council's website.
- Applications should provide clear responses and supporting evidence. Council is not obligated to seek additional information before determining a grant application.

How much can I apply for?

- Property owners may apply for a grant amount of up to a maximum of \$1,200.
- The amount awarded will be at the sole discretion of Council, having regard to the total number of grant applications and the nature of the project.
- Applicants are only entitled to receive one grant per property per period of ownership.

When will the grants be paid?

- Successful applicants will be paid after a receipt of a photograph of the completed work and copies of relevant invoices paid for the completed works.
- Grants will be paid directly into the applicant's nominated bank account.
- Unsuccessful applications will be notified by email.

Who can get a grant?

The following eligibility requirements must be satisfied to be considered for a grant. The applicant must:

- Be the owner or co-owner of the property of the proposed project and the property must be within the Meander Valley local government area;
- Demonstrate the heritage significance of the building;
- Have a clear plan of the restoration project;
- Outline how the proposed restoration project is consistent with heritage principles;
- Be seeking funds to support a new project and not a project that has already commenced;
- Have appropriate insurance;
- Have obtained any required regulatory permits for the proposed project.

How do I demonstrate historical significance?

For the purpose of this scheme, historical significance of the building can be demonstrated by:

- Historical documents, photographs and any information or signage related to its historical significance;
- Classification by the National Trust;
- Listing on the National Estate Register;
- Listing on the Tasmanian Heritage Register.

How are applications assessed?

Eligibility does not automatically mean a grant will be approved. Applications will be assessed on their ability to demonstrate one or more of the following:

- The amount of in-kind owner investment in the project; and
- The restoration work will have a positive impact on the general townscape by being noticeable, helping maintain town history and by being complementary to neighboring properties.

Council's Community Grants and Sponsorship Fund Committee will evaluate applications and recommend grant recipients. Council will then consider the recommended grant recipients at an ordinary meeting of Council. The decisions of Council will be final and not subject to review or appeal. Applicants will be notified by email of the outcome of their application.

Where do I lodge my application?

Applications for a Townscape Incentive Grant can be made:

- Online via the Meander Valley Council website at www.meander.tas.gov.au
- By email to mail@mvc.tas.gov.au
- By mail to Attn: Grants Administrator, PO Box 102, Westbury Tasmania 7303

All necessary supportive documentation must be emailed or attached to your application form for it to be considered.

If you need help completing your application, please contact Council on 6393 5300.

Confidentiality

The Council may use and disclose the information provided by applicants for assessing applications under the program guidelines and decisions on successful applicants. Council is also required to report the name and dollar value of successful grant applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the business recipient from the grant program.

Right to Information

Information provided to the Council may be subject to disclosure in accordance with the Right to Information Act (2009).

Personal Information Protection

Personal information will be managed in accordance with the Personal Information Protection Act (2004) and the Council's Personal Information Protection Policy. This information may be accessed by the individual to whom it relates, on request to the Council.

Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Council, as to the accuracy or completeness of the information it contains. Council accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document. Any person relying on this document and the information it contains does so at their own risk. Council does not accept liability or responsibility for any loss incurred by an applicant that is in any way related to the program.

COMMUNITY AND DEVELOPMENT SERVICES 2

Reference No. 132/2020

2020-21 COMMUNITY GRANTS AND SPONSORSHIP FUND APPLICATION ASSESSMENTS - ROUND 1 – JULY 2020

AUTHOR: Lynette While
Director Community and Development Services

1) Recommendation

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

Organisation	Project	Grant Recommended
Community Grants		
Deloraine House Inc.	Rainwater Tank	\$832
Golden Opportunity Shop Inc.	Dump Relief	\$250
Meander Valley Community Radio Inc.	Purchase of Broadcast Equipment	\$1,800
Meander Valley Men's Performance Group	Meander Men On Tap	\$1,000
Westbury Cricket Club	Coffee Machine	\$2,500
Westbury RSL Club Branch Inc.	Minor Kitchen Upgrade	\$3,000
Make a Wish Foundation	Special Children's Christmas Party	\$360
Sub-total		\$9,742
Council Fee Reimbursement Grants		
Deloraine Agricultural & Pastoral Society Inc.	Refund of Building and Planning Fees (Roof Extension & New Building).	\$3,555
Mole Creek & District Community Shed Inc.	Refund of Building & Plumbing Fees.	\$675
Sub-total		\$4,230
Total		\$13,972

2) Officers Report

This is the first of four rounds of community grant assessments for the 2020-21 financial year.

Subject to approval of the 2020-21 Budget Estimates, Long Term Financial Plan Update and Rates Resolution, the proposed budget for the 2020-21 Community Grants and Sponsorship Fund is \$101,900.

Councillor Stephanie Cameron, Councillor Tanya King, Jonathan Harmey (Director Corporate Services) and Neville Scott (General Inspector) met on 23 June 2020 to consider the applications received. They were supported by Lynette While (Director Community and Development Services), Merrillyn Young (Grants Administrator) and Nate Austen (Community and Lifestyle Officer).

Grant Applications from Organisations

Eight Community Grant applications and two Council Regulatory Fee Refund applications were received for the round, totalling requests of \$16,713.

A range of factors were considered to achieve a fair distribution. The Community Grants Guidelines state that Council supports projects that encourage self-help and self-reliance, enhance access to existing services, address an unmet community need, or improve the life opportunities of those who are disadvantaged. They also state that applicants may receive only one grant per round and funding will not be given for core consumables.

The recommended outcomes are indicated in the final column of the following table:

Community Grants - Requests from Community Groups

Organisation	Project	Project Cost	Grant Requested	Grant Recommended
Deloraine House Inc.	Rainwater Tank and Change Table	\$2,750	\$1,550	\$832
Golden Opportunity Shop Inc.	Dump Relief	\$250	\$250	\$250
Meander Valley Community Radio Inc.	Purchase of Broadcast Equipment	\$1,800	\$1,800	\$1,800

Organisation	Project	Project Cost	Grant Requested	Grant Recommended
Make a Wish Foundation	Special Children's Christmas Party	\$360	\$360	\$360
Meander Valley Men's Performance Group	Meander Men On Tap	\$1,132	\$1,000	\$1,000
Prospect Park Sports Club Inc.	Hand Hygiene Resources	\$1,328	\$1,000	\$0
Westbury Cricket Club	Coffee Machine	\$3,397	\$2,500	\$2,500
Westbury RSL Club Branch Inc.	Minor Kitchen Upgrade	\$4,023	\$4,023	\$3,000
Total		\$15,040	\$12,483	\$9,742

Council Fee Reimbursement Grants

Organisation	Project	Project Cost	Grant Requested	Grant Recommended
Deloraine Agricultural & Pastoral Society Inc.	Refund of Building and Planning Fees (Roof Extension & New Building).	N/A	\$3,555	\$3,555
Mole Creek & District Community Shed Inc.	Refund of Building & Plumbing Fees.	N/A	\$675	\$675
Total		N/A	\$4,230	\$4,230

Seven community grant allocations equalling \$9,742 are recommended for approval by Council. This supports community projects with a total project cost of \$13,712.

Two Council fee reimbursement grant allocations equalling \$4,230 are recommended for approval by Council.

No requests were received for Sponsorship Donations for Individuals or Organisations, Establishment Grants or Townscape Incentive Grants for this Round.

The total grant allocation recommended for Round 1 is therefore \$13,972.

A Committee recommendation is that one application does not receive funding in this round for the following reason:

Organisation	Project	Grant Requested	Reason(s)
Prospect Park Sports Club Inc.	Hand Hygiene Resources	\$1,000	Core consumables not supported by the Grants Program

A further Committee recommendation is that an amount from one application not be funded in this round and that the applicant be advised that they can re-submit in a future round for the following reason:

Organisation	Project	Grant Requested	Reason(s)
Deloraine House Inc.	Change Table	\$515	Applicants can only receive one grant per round and the applicant submitted for two separate projects.

3) Council Strategy and Policy

Further 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

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

4) Legislation

Local Government Act 1993: Section 77 Grants and Benefits

5) Risk Management

Not applicable

6) Government and Agency Consultation

Not applicable

7) 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 to prospective applicants. A Grants Information Forum is held annually in May.

8) Financial Consideration

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

9) Alternative Recommendations

Council can elect to approve the recommendation with amendment.

10) Voting Requirements

Simple majority

DECISION:

COMMUNITY AND DEVELOPMENT SERVICES 3

Reference No. 133/2020

COVID-19 COMMUNITY CARE AND RECOVERY PACKAGE – APPROVALS OF EVENT RECOVERY GRANT & SMALL BUSINESS GRANT

AUTHOR: Lynette While
Director Community and Development Services

1) Recommendation

It is recommended that Council:

1. Notes the assessment process and recommendation of the Grants Committee; and

2. Approves the following allocations for the Event Recovery Grants:

Organisation	Event	Grant Recommended
Rural Youth Organisation of Tasmania	Agfest	\$2,500
Girl Guides Tasmania (Carrick Management Team)	Agfest	\$912
Total		\$3,412

3. Approves the following allocations for the Small Business Grants:

Business	Location	Grant Recommended
Wandering Trout	Mole Creek	\$2,200
Myrtle & Me	Chudleigh	\$1,100
Seppenfelts	Deloraine	\$2,200
Luxury Golf & Scenic Tours Tasmania	Hadspen	\$2,200
Tasmanian Natural Garlic & Tomatoes	Selbourne	\$2,200
Decrolux	Deloraine	\$1,100
Mole Creek Hideaway	Mole Creek	\$2,200
Deloraine Deli	Deloraine	\$2,200
The British Hotel	Deloraine	\$2,200
Trowunna Wildlife Sanctuary	Mole Creek	\$2,200

Bryce Gorham Golf Centre	Prospect Vale	\$2,200
Vanquard Pty Ltd	Blackstone Heights	\$2,200
Tasmania Zoo	Westwood	\$2,200
Country Day Care	Deloraine	\$2,200
Oarsome Australia	Deloraine	\$2,200
Dixie Blue	Deloraine	\$2,200
Deloraine Hotel	Deloraine	\$2,200
Mumma Buzz	Deloraine	\$2,200
Chudleigh General Store	Chudleigh	\$1,100
Jo`z Beauty Therapy	Westbury	\$2,200
Marakooa Cafe	Mayberry	\$2,200
You & Me PT	Westbury	\$2,200
Tasmanian Native Timbers	Elizabeth Town	\$1,100
3 Willows Vineyard	Red Hills	\$2,200
Rory's Hot Spuds	Westbury	\$2,200
Lebanese Gourmet & Grill	Prospect Vale	\$2,200
Jackie Ribbons Jewellery	Deloraine	\$1,100
Cafe Bozzey	Mole Creek	\$2,200
Colour Drop	Deloraine	\$2,200
Bracknell Hotel	Bracknell	\$2,200
Progress Innovations	Deloraine	\$1,100
Allan Sullivan Restaurant and Takeaway	Deloraine	\$2,200
West Bee Honey	Westbury	\$2,200
Little Wonders Care and Early Learning	Mole Creek	\$2,200
Choice Solutions	Deloraine	\$1,100
Blackstone Computing	Blackstone Heights	\$1,100
Tarcombe House at Deloraine	Deloraine	\$2,200
Hardings Productions	Hadspen	\$1,100
Tasmanian Copper & Metal Art Gallery	Carrick	\$2,200
Lemon tree Chinese massage	Prospect Vale	\$2,200
Shandi World Fusion	Deloraine	\$2,200
Mirror & Mantel Hair Studio	Deloraine	\$2,200
Movement Effects	Deloraine	\$2,200
Photo Extra	Deloraine	\$2,200
Liz Cutts	Deloraine	\$2,200
Sailor Food Truck	Westbury	\$2,200
Serenity Beauty and Massage Studio	Deloraine	\$2,200

Verde Cafe	Westbury	\$2,200
Falls River Eco Luxury	Red Hills	\$2,200
Shuai Tong Massage Therapy	Westbury	\$2,200
Total		\$100,100

2) Officers Report

Introduction

At the Special Council meeting of 7 April 2020 Council decided to introduce a *Community Care and Recovery Package* as part of a response to assist the community to manage and recover from the impacts of the COVID-19 pandemic. The package included the introduction of an Event Recovery Grant and a Small Business Grant.

The Event Recovery Grant is to assist not for profit community groups to recover losses from expenses incurred for advertised events cancelled due to the Government emergency orders. An allocation of \$20,000 was made to this program.

The Small Business Grant is to assist small business owners who have incurred losses to maintain or recommence operations after being affected due to the emergency orders. An allocation of \$100,000 was made to this grant program.

Councillor Susie Bower, Councillor Stephanie Cameron, Councillor Tanya King, Jonathan Harmey (Director Corporate Services) and Neville Scott (General Inspector) met on Tuesday 30 June 2020 to consider the applications received. They were supported by Lynette While (Director Community and Development Services), Merrilyn Young (Grants Administrator) and Nate Austen (Community and Lifestyle Officer).

Grant Applications

1. Event Recovery Grant

Two eligible applications were received for this program, totalling requests of \$5,000. The recommended outcomes are indicated in the final column of the following table:

Organisation	Event	Grant Requested	Evidence of Costs incurred	Grant Recommended
Rural Youth Organisation of Tasmania	Agfest	\$2,500	\$3,119	\$2,500
Girl Guides Tasmania (Carrick Management Team)	Agfest	\$2,500	\$1,003	\$912

The Rural Youth application was to cover the cost of printed entry tickets which were then not used due to cancellation of Agfest.

The Girl Guides application was to cover the paid hire cost of a marquee for use at Agfest and also the loss of anticipated income from biscuit sales. The marquee hire is eligible within the grant requirements however the biscuit sales were not. The application included GST which has been deducted to arrive at the recommended grant amount.

2. Small Business Grant

A total of 50 eligible applications were received for this program totalling requests of \$230,500.

A spreadsheet document was prepared to provide information from each application to the assessing panel members and the Community Grants Committee. The information included annual revenue, impact to the business, anticipated re-opening time, amount of State or Federal grant support, degree of financial hardship and the expected benefit to employment of receiving grant funding. These summaries, without identifying the business name were first assessed by a three member internal panel using an assessment matrix to rank the applications. The rankings were provided to the Community Grants Committee along with the spreadsheet document of information. In addition, the Grants Committee received the business names, the business type or sector and an indication of whether or not the business type was positioned within the top eight COVID-19 affected business sectors as identified by the State Government.

Committee discussion ranged over the complexity of all the documented factors as well as whether the business indicated as wholesale or retail together with influences impacting the business to operate or close.

By consensus, it was considered that all applicants were worthy of receiving a grant. A consistent approach to the allocation of funds was determined to apply two standard amounts of \$2,200 and \$1,100. Allocations were then recommended based on these amounts and the available funds.

The recommended outcomes are indicated in the final column of the following table:

Business	Location	Amount Requested	Amount Recommended
Wandering Trout	Mole Creek	\$5,000	\$2,200
Myrtle & Me	Chudleigh	\$5,000	\$1,100
Seppenfelts	Deloraine	\$5,000	\$2,200

Business	Location	Amount Requested	Amount Recommended
Luxury Golf & Scenic Tours Tasmania	Hadspen	\$5,000	\$2,200
Tasmanian Natural Garlic & Tomatoes	Selbourne	\$5,000	\$2,200
Decrolux	Deloraine	\$5,000	\$1,100
Mole Creek Hideaway	Mole Creek	\$5,000	\$2,200
Deloraine Deli	Deloraine	\$5,000	\$2,200
The British Hotel	Deloraine	\$5,000	\$2,200
Trowunna Wildlife Sanctuary	Mole Creek	\$5,000	\$2,200
Bryce Gorham Golf Centre	Prospect Vale	\$5,000	\$2,200
Vanquad Pty Ltd	Blackstone Heights	\$5,000	\$2,200
Tasmania Zoo	Westwood	\$5,000	\$2,200
Country Day Care	Deloraine	\$5,000	\$2,200
Oarsome Australia	Deloraine	\$5,000	\$2,200
Dixie Blue	Deloraine	\$5,000	\$2,200
Deloraine Hotel	Deloraine	\$5,000	\$2,200
Mumma Buzz	Deloraine	\$5,000	\$2,200
Chudleigh General Store	Chudleigh	\$5,000	\$1,100
Jo`z Beauty Therapy	Westbury	\$5,000	\$2,200
Marakoopa Cafe	Mayberry	\$5,000	\$2,200
You & Me PT	Westbury	\$5,000	\$2,200
Tasmanian Native Timbers	Elizabeth Town	\$5,000	\$1,100
3 Willows Vineyard	Red Hills	\$5,000	\$2,200
Rory's Hot Spuds	Westbury	\$5,000	\$2,200
Lebanese Gourmet & Grill	Prospect Vale	\$5,000	\$2,200
Jackie Ribbons Jewellery	Deloraine	\$4,000	\$1,100
Cafe Bozzey	Mole Creek	\$5,000	\$2,200
Colour Drop	Deloraine	\$5,000	\$2,200
Bracknell Hotel	Bracknell	\$5,000	\$2,200
Progress Innovations	Deloraine	\$5,000	\$1,100
Allan Sullivan Restaurant and Takeaway	Deloraine	\$5,000	\$2,200
West Bee Honey	Westbury	\$5,000	\$2,200
Little Wonders Care and Early Learning	Mole Creek	\$2,500	\$2,200
Choice Solutions	Deloraine	\$5,000	\$1,100
Blackstone Computing	Blackstone	\$5,000	\$1,100

Business	Location	Amount Requested	Amount Recommended
	Heights		
Tarcombe House at Deloraine	Deloraine	\$5,000	\$2,200
Hardings Productions	Hadspen	\$5,000	\$1,100
Tasmanian Copper & Metal Art Gallery	Carrick	\$5,000	\$2,200
Lemon tree Chinese massage	Prospect Vale	\$5,000	\$2,200
Shandi World Fusion	Deloraine	\$5,000	\$2,200
Mirror & Mantel Hair Studio	Deloraine	\$2,500	\$2,200
Movement Effects	Deloraine	\$5,000	\$2,200
Photo Extra	Deloraine	\$3,000	\$2,200
Liz Cutts	Deloraine	\$5,000	\$2,200
Sailor Food Truck	Westbury	\$2,500	\$2,200
Serenity Beauty and Massage Studio	Deloraine	\$5,000	\$2,200
Verde Cafe	Westbury	\$1,500	\$2,200
Falls River Eco Luxury	Red Hills	\$2,500	\$2,200
Shuai Tong Massage Therapy	Westbury	\$3,500	\$2,200
Total		\$230,500	\$100,100

The total recommended allocation is \$100,100 across the 50 small businesses.

3) Council Strategy and Policy

Further 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) Legislation

Local Government Act 1993: Section 77 Grants and Benefits

5) Risk Management

Not applicable

6) Government and Agency Consultation

Not applicable

7) Community Consultation

The grants were publicised through the Examiner newspaper, Facebook, Council website, flyers located at 30 locations across the Meander Valley local government area, on local radio and via email and personal representation.

8) Financial Consideration

Council has allocated \$20,000 for Event Recovery Grants. The total recommended allocation of organisations to receive a grant is \$3,412. This provides an opportunity to reallocate \$16,588 to the Lifestyle Recovery - Community Care and Recovery Grant Program. The Lifestyle Recovery Program is to assist not-for-profit community groups in developing community events that engage the community when emergency orders are lifted. This opportunity will be presented in Community & Development Services 4 – Lifestyle Recovery – Community Care & Recovery Grant Program.

Council has allocated \$100,000 for Small Business Recovery Grants. The total recommended allocation of organisations to receive a grant is \$100,100.

9) Alternative Recommendations

Council can elect to approve the recommendation with amendment.

10) Voting Requirements

Simple majority

DECISION:

COMMUNITY AND DEVELOPMENT SERVICES 4

Reference No. 134/2020

LIFESTYLE RECOVERY - COMMUNITY CARE AND RECOVERY GRANT PROGRAM – APPROVAL OF GUIDELINES

AUTHOR: Lynette While
Director Community and Development Services

1) Recommendation

It is recommended that Council:

- 1. Confirms a budget allocation of \$20,000 for the Lifestyle Recovery Community Care and Recovery Grants;***
- 2. Approve the guidelines for the Lifestyle Recovery Grant Program;***
- 3. Approve reallocation of the undersubscribed amount of \$16,588 from the Community Care and Recovery Package – Event Recovery Grant to the Lifestyle Recovery Grant Program; and***
- 4. Approve the release of the Lifestyle Recovery Grant package to open on Friday 17 July 2020 and close on Friday 14 August 2020 followed by the assessment of submitted applications by the Community Grants Panel.***

2) Officers Report

Introduction

At the Special Council meeting of 7 April 2020 Council determined to introduce a *Community Care and Recovery Package* as part of a response to assist our community to manage and recover from the impacts of the COVID-19 pandemic.

The package includes a Lifestyle Recovery Grant Program (LRG). The LRG is to assist not for profit community groups in developing community events that engage the community when emergency orders are lifted. The cost of this competitive grant program has been budgeted for \$20,000 in the 2020-21 proposed Budget Estimates.

At the ordinary Council meeting of 12 May 2020 Council approved a budget of \$20,000 for the Lifestyle Recovery - Community Care and Recovery Grant and noted that 'recommendations on the timing of the grant round and grant approvals will be made to Council in the financial year 2020-21 when recovery from the COVID-19 disease emergency is clearer'.

It is proposed that the LRG comprise two rounds:

- The first round with a total budget allocation of \$20,000; and
- The second round with the remaining balance, ie the undersubscribed amount from the Event Recovery Grant Program of \$16,588. This round would be subject to the results of Round 1 and dates to applications to be determined.

The Lifestyle Recovery Grant Program

The guidelines and application form for the LRG are attached. The guidelines detail the eligibility requirements, application and evaluation process for the grant.

Subject to Council approval, the grant applications will open on Friday 17 July 2020 and close on Friday 14 August 2020. These dates allow sufficient time for applications to be completed and also evaluated with the aim of making payment in September 2020. Events will be required to be held by 30 June 2021 subject to lifting or sufficient easing of the COVID-19 disease emergency unless otherwise justified. It is proposed that the Community Grants Committee will be convened to evaluate applications and recommend grant recipients. Council approval of the recommended grant recipients will be sought.

The grants will be advertised in the Examiner newspaper. Council will also directly promote the grants to community organisations using existing email contact lists, via direct contact and community radio (subject to confirmation).

3) Council Strategy and Policy

Further 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) Legislation

Local Government Act 1993: Section 77 Grants and Benefits

5) Risk Management

Not applicable

6) Government and Agency Consultation

Not applicable

7) Community Consultation

Advice and assistance will be provided to applicants on request. The LRG will be promoted through community networks and the media. The guidelines and application information will be available from the Council website.

8) Financial Consideration

The awarding of the LRG will be made within the limits of the allocated budget.

9) Alternative Recommendations

Council can elect to approve the recommendation with amendment.

10) Voting Requirements

Simple majority

DECISION:

Lifestyle Recovery Grant Guidelines

This document outlines the application and assessment approach that the Meander Valley Council (Council) will apply to determine applications for the Lifestyle Recovery Grant (LRG). Your application must be in accordance with all information specified in this document.

What is a LRG for?

- The LRG program aims to assist in the recovery from the impacts of COVID-19 by re-establishing community relationships and rebuilding community connection through encouraging participation in enjoyable public events in the Meander Valley local government area.
- The LRG program is part of Council's COVID-19 Community Care and Recovery Package. An amount of \$20,000 has been allocated to support not for profit community groups in developing community events that are inclusive and engage the community as COVID-19 restrictions continue to ease.

When can I apply?

- Applications for grants will be open from 9am Friday 17 July 2020 until 5pm Friday 14 August 2020.
- Applications can be submitted online via Council's website or on Council's LRG Application Form, which can be downloaded from Council's website.
- Applications for the LRG will be competitively assessed based on the "How are applications assessed?" section and at the sole discretion of the Council.
- There is no advantage to rushing an application as all applications will be assessed after the closure date for applications.
- Applications should provide clear responses and supporting evidence. Council is not obligated to seek additional information before determining a grant application.

What can I apply for?

- Not-for-profit community groups may apply for a grant amount up to a maximum of \$2,500. Council retains discretion to approve a higher allocation in exceptional circumstances. Applicants are only entitled to receive one grant.
- The amount awarded will be at the sole discretion of Council, having regard to the total number of grant applications and subject to sufficient funds being available.
- Grants are for supporting the delivery of a new event, not for funding past events or the usual events of clubs, associations or organisations.

When will the grants be paid?

- Grants can be paid from Monday 14 September 2020.
- Grants will be paid directly into the applicant's nominated bank account.
- Depending on the event, as determined by the Grants Committee, Council will, at its discretion release grant funding immediately or upon receipt of more information or a comprehensive event plan provided by the successful applicant.
- Depending on the event, Council reserves the right to withhold, delay or cancel funding for events if they cannot be conducted in line with current Local or State Government restrictions regarding public health e.g. social distancing, gathering space and numbers of attendees.

Who can get a grant?

The following eligibility requirements must be satisfied to be considered for a grant. The applicant must:

- Be legally incorporated or operating under the auspices of an incorporated body, registered with the Australian Charities and Not-for-Profit Registration Commission;
- Be registered in Australia with an active ABN;
- Be operating in the Meander Valley local government area;
- Be inclusive in its membership and have the support of the broader community;
- Be seeking funds to support a new event and not retrospective funding;
- Not be subject to any legal impediment or adverse circumstances;
- Be able to obtain any required planning health or traffic permits for the proposed project.

What are eligible events?

To be considered an applicant must demonstrate that the proposed event:

- Will be held before 30 June 2021 unless otherwise justified and subject to COVID-19 disease emergency restrictions;
- Will occur in the Meander Valley local government area;
- Will be open to the general community, promote inclusion, encourage volunteer involvement and be designed for social benefits;
- Has a clearly stated purpose and is practical and viable;
- Will have appropriate insurance cover taken out and maintained for the life of the event and will indemnify Council against any action which might be brought against the funded event.

Applicants should provide as much detail as they can reasonably present.

How are applications assessed?

Eligibility does not automatically mean a grant will be approved. Partnering of two or more organisations on an application is allowed and encouraged, as long as it is clear who the lead partner is and who has responsibility for which aspects of the event. Successful applicants will be advised by email.

Applications will be assessed on their ability to demonstrate the following:

- Potential to bring the community together to re-establish relationships and connections in the Meander Valley after the COVID-19 emergency;
- A focus on community inclusion, volunteer involvement and social benefit;
- Extent of benefit to the community e.g. is it a local, township or regional event;
- Previous event management experience;
- Community acceptance and support e.g. support letters from community members, groups, partnering organisations;
- A breakdown of expected expenses and incomes from the event;
- A statement from a senior office holder or board member that all applicable statutory payment and reporting obligations that apply to their organisation have been met;
- Completion of a Council Event Notification Form;
- That the event does not duplicate other local events.

Council's Community Grants Committee will evaluate applications and recommend grant recipients. Council will then approve the recommended grant recipients at a meeting of Council. The decisions of Council will be final and not subject to review or appeal. Applicants will be notified by email of the outcome of their application.

Where do I lodge my application?

Applications for the LRG program can be made:

- Online via the Meander Valley Council website at www.meander.tas.gov.au
- By email to mail@mvc.tas.gov.au
- By mail to Attn: Community & Lifestyle Officer, PO Box 102, Westbury Tasmania 7303

All necessary supportive documentation must be emailed or attached to your application form for it to be considered. If you need help completing your application, please contact Council on 6393 5300.

Confidentiality

The Council may use and disclose the information provided by applicants for assessing applications under the program guidelines and decisions on successful applicants. Council is also required to report the name and dollar value of successful grant applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the recipient from the grant program.

Right to Information

Information provided to the Council may be subject to disclosure in accordance with the Right to Information Act (2009).

Personal Information Protection

Personal information will be managed in accordance with the Personal Information Protection Act (2004) and the Council's Personal Information Protection Policy. This information may be accessed by the individual to whom it relates, on request to the Council.

Disclaimer

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Lifestyle Recovery Grant

Application Form



Meander Valley Council has allocated \$20,000 in grant funding to support not-for-profit community groups to support the recovery from the COVID-19 Disease Emergency by re-establishing community relationships and rebuilding community connection through engagement in enjoyable public events.

Applications will be competitively assessed and are at the sole discretion of Council. Grant funding is available as a one-off payment up to a maximum of \$2,500 to applicants who meet the eligibility criteria. More information about eligibility and assessment criteria can be found in the *Lifestyle Recovery Grant Guidelines*.

Applications must be received by 5pm, Friday 14 August 2020. All applications will be competitively assessed after this date.

Eligibility Criteria

To be eligible to apply for a Lifestyle Recovery Grant, applicants must:

- Be legally incorporated or operating under the auspices of an incorporated body, registered with the Australian Charities and Not-for-Profit Registration Commission;
- Be registered in Australia with an active ABN;
- Be operating in the Meander Valley local government area;
- Be inclusive in membership and have the support of the broader community;
- Be seeking funds to support a new event and not retrospective funding;
- Not be subject to any legal impediment or adverse circumstances; and
- Be able to obtain any required planning, health or traffic permits for the proposed event.

I/we confirm that I/we meet ALL the eligibility criteria outlined above.

Applicant Details

Applicant Name/s and Position:

If there is more than one person, please list all applicants (first name then last name)

Organisation Name: _____

ABN: _____

Operating Premises: _____

Postal Address: _____

Contact Person: _____

Contact Number: _____

Email: _____

Registration number with the Australian Charities and Not-for-Profit Registration Commission (if applicable): _____

Is this application a partnership between one or more organisations or community groups? YES NO

If yes,
 I/we have attached an outline of who has responsibility for which aspects of the event.

Event Details

Event Name: _____

Event Location: _____ Date of Event: _____

Provide a brief description of the event:

How will this event help bring the community together to re-establish relationships and connections within the Meander Valley following COVID-19:

How many people are you planning to attend the event: less than 100. 101-500. 501 or more.

How will you focus on community inclusion and volunteer involvement throughout the event:

Explain the social benefit the event will provide and how you determined that this is a current need:

Briefly describe your previous experience delivering events within the Meander Valley local government area:

- I/we confirm that this event will be open to and inclusive of the general community.
- I/we confirm that this event is a new event to support community recovery from COVID-19.
- I/we confirm that this event will have appropriate insurance cover for the life of the event and will indemnify Council against any action which may be brought against the funded event.
- I/we will prepare a practical and clear event plan (site plan, advertising and promotion, food management, people management, traffic management) on advice of a successful application.

Grant Amounts

Applicants may only apply for one grant up to a maximum amount of \$2,500.

The amount awarded will be at the sole discretion of Council, having regard to the assessment criteria, the total number of grant applications and subject to sufficient funds being available.

Please provide a breakdown of all expected budget expenses and incomes from the event as an attachment.

Total expenditure for the event: \$ _____

Grant amount sought: \$ _____

I/we would be willing to accept partial funding and still run this event with modification if required.

In-kind financial input: \$ _____

Estimated level of volunteer support (in hours): _____

Have you sought additional funding or sponsorship from other sources for the event? YES NO

If yes, what is the total amount requested from other sources: \$ _____

Supporting Documents

Applicants should provide as much detail and supporting documentation as they can reasonably present. Council is not obliged to seek additional information before determining a grant application.

The following information is required as a minimum to be considered. Please indicate if you have attached:

- A breakdown of all expected budget expenses and incomes from the event;
- Quotes for expenses;
- Support letters (from community members, groups, partner organisations);
- A completed Council event notification form;
- A statement from a senior office holder or board member that all applicable statutory payment and reporting obligations that apply to the organisation have been met.




Signature of applicant/s:

Name and Role:

Date:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

How to lodge this application form:

-  **By mail:** Mail completed form and copies of any supporting documents to:
Attn: Community & Lifestyle Officer, PO Box 102, Westbury Tasmania 7303
-  **By email:** Scan completed form and copies of any supporting documents and email to mail@mvc.tas.gov.au
-  **Need help?** If you need help completing this application form, please phone Council on 6393 5300

Confidentiality

The Council may use and disclose the information provided by applicants for assessing applications under the program guidelines and decisions on successful applicants. Council is also required to report the name and dollar value of successful grant applications.

Governance

As part of the Council's governance process, the Council may publicise the level of financial assistance and the identity of the recipient from the grant program.

Right to Information

Information provided to the Council may be subject to disclosure in accordance with the Right to Information Act (2009).

Personal Information Protection

Personal information will be managed in accordance with the Personal Information Protection Act (2004) and the Council's Personal Information Protection Policy. This information may be accessed by the individual to whom it relates, on request to the Council.

Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Council, as to the accuracy or completeness of the information it contains. Council accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document. Any person relying on this document and the information it contains does so at their own risk. Council does not accept liability or responsibility for any loss incurred by an applicant that is in any way related to the program.

COMMUNITY AND DEVELOPMENT SERVICES 5

Reference No. 135/2020

DELORAINÉ COMMUNITY CUP

AUTHOR: John Jordan
General Manager

1) Recommendation

It is recommended that Council:

Approves an annual funding allocation of \$1,000 from 2020-21 to 2023-24 for sponsorship of the Deloraine Cup held by the Tasmanian Turf Club.

2) Officers Report

Councillor Nott has advocated for sponsorship to the Tasmanian Turf Club for the Deloraine Cup:

- Racing commenced at Deloraine in 1876 and occupied the Easter dates until the early 2000s when issues with the track surface caused the meeting to be moved.
- The Tasmanian Turf Club now holds the Deloraine Community Cup Race Day in May each year at Mowbray.
- While the race day is now at Mowbray, turf racing remains a significant industry with many hundreds involved and employed in the racing industry in Meander Valley through owners, trainers, jockeys, racing studs and more.
- The race day is very well supported by the original Deloraine racing fraternity and community. The event attracts sponsorship from businesses across the Meander Valley.
- Mayor Johnston on behalf of the Council presented the Deloraine Community Cup on 5 May last year.

In previous years, Council's contribution to the event has been \$1,000 each year.

3) Council Strategy and Policy

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

- Future Direction (2): A thriving local economy
- Future Direction (3): Vibrant and engaged communities

4) Legislation

Not applicable

5) Risk Management

Not applicable

6) Government and Agency Consultation

Not applicable

7) Community Consultation

Not applicable

8) Financial Consideration

An amount of \$1,000 has been proposed in the 2020-21 budget.

9) Alternative Recommendations

Council can approve the recommendation with amendment.

10) Voting Requirements

Simple majority

DECISION:

INFRASTRUCTURE 1

Reference No. 136/2020

2020-21 CAPITAL WORKS PROGRAM

AUTHOR: Rob Little
Asset Management Coordinator

1) Recommendation

It is recommended that Council approves the Capital Works Program and funding allocations for the 2020-21 financial year as follows:



Meander Valley Council

Capital Works Program

2020/2021



Meander Valley Council 2020/21 Capital Works Program

SUMMARY - RECOMMENDED PROJECTS

1.0 ADMINISTRATION

100 INFORMATION TECHNOLOGY

2.0 ROADS, STREETS & BRIDGES

201.1 FOOTPATHS, ROADS & STREETS RECONSTRUCTION & UPGRADES

201.2 ROAD RESURFACING

210 BRIDGE RECONSTRUCTION

TOTAL ROADS, STREETS & BRIDGES

3.0 HEALTH, COMMUNITY & WELFARE

315 CEMETERIES

335 HOUSEHOLD WASTE DISPOSAL

351 URBAN STORMWATER DRAINAGE

5.0 RECREATION & CULTURE

505 PUBLIC HALLS

515 SWIMMING POOLS

525 RECREATION GROUNDS & SPORTS FACILITIES

545 SUNDRY CULTURAL ACTIVITIES

565 PARKS & RESERVES

6.0 UNALLOCATED & UNCLASSIFIED

625 MANAGEMENT & INDIRECT OVERHEADS

655 MAJOR PLANT REPLACEMENT

675 LIGHT VEHICLE REPLACEMENT

TOTALS

Carry Over	Renewal	New / Upgrade	Total Estimate
\$0	\$270,000	\$100,000	\$370,000
\$0	\$270,000	\$100,000	\$370,000
\$0	\$1,355,000	\$985,000	\$2,340,000
\$0	\$1,560,000	\$0	\$1,560,000
\$0	\$1,045,000	\$0	\$1,045,000
\$0	\$3,960,000	\$985,000	\$4,945,000
\$0	\$0	\$130,000	\$130,000
\$0	\$26,000	\$40,000	\$66,000
\$0	\$0	\$345,000	\$345,000
\$0	\$26,000	\$515,000	\$541,000
\$0	\$130,000	\$400,000	\$530,000
\$0	\$25,000	\$0	\$25,000
\$0	\$330,000	\$2,370,000	\$2,700,000
\$0	\$60,000	\$15,000	\$75,000
\$0	\$7,000	\$455,000	\$462,000
\$0	\$552,000	\$3,240,000	\$3,792,000
\$0	\$330,000	\$1,170,000	\$1,500,000
\$0	\$250,000	\$0	\$250,000
\$0	\$101,000	\$0	\$101,000
\$0	\$681,000	\$1,170,000	\$1,851,000
\$0	\$5,489,000	\$6,010,000	\$11,499,000

Meander Valley Council 2020/21 Capital Works Program

INTRODUCTION

As part of the Asset Management Plan it is necessary to separate works into the following categories:

CARRY OVER:

Funds for projects that were provided in previous capital works programme budgets and have not yet been expended.

Provisional Projects

Replacing like-with-like or providing a similar level of service, for example reconstructing a road to the same width, or replacing a single lane timber bridge with a single lane concrete bridge. In these cases depreciation rates and other costs of ownership may not significantly change and could possibly reduce.

NEW/UPGRADE WORK:

Improving or constructing additional assets or infrastructure where none previously existed or existed at a lower service level. The creation of new assets has an impact on Council's finances from the point of increasing depreciation, as well as operational and maintenance costs.

Upgrades can reduce the total life cycle costs of an asset in the longer term, e.g. road rehabilitation and widening, or replacing a single lane bridge with a two lane bridge. This type of work will have a component of renewal/replacement and a component of upgrade/new.

PROVISIONAL PROJECTS

Provisional projects are those which may be subject to external grant funding, feasibility work, or further discussion with Council or community stakeholders.

Meander Valley Council 2020/21 Capital Works Program

1.0 GENERAL ADMINISTRATION

100 INFORMATION TECHNOLOGY

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.008	P&E - Computer Hardware	Computer Workstation (PC) Replacements		\$30,000	\$0	\$30,000
21.009	P&E - Computer Hardware	IT Network Infrastructure		\$140,000	\$0	\$140,000

PROVISIONAL ADMINISTRATION PROJECTS

21.010	Various Locations	Key infrastructure project design allocation - Provisional Project (Community Care and Recovery Package - Covid-19 Pandemic)		\$100,000	\$100,000	\$200,000
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TOTAL INFORMATION TECHNOLOGY	\$0	\$270,000	\$100,000	\$370,000
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TOTAL GENERAL ADMINISTRATION	\$0	\$270,000	\$100,000	\$370,000
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Meander Valley Council 2020/21 Capital Works Program

2.0 ROADS, STREETS & BRIDGES

201.1 FOOTPATHS, ROADS & STREETS RECONSTRUCTION & UPGRADES

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.024	Footpath Renewals	General allocation for footpath renewals - Bracknell and Exton		\$170,000	\$40,000	\$210,000
21.129	Road rehabilitation projects	Project allocation for the programmed renewal of Council roads		\$890,000	\$380,000	\$1,270,000
21.131	Carrick, Meander Valley Road	Town entrance improvements		\$0	\$200,000	\$200,000
21.025	Deloraine, East Barrack Street	Renewal of footpath East Parade to Grenoch Home - 130m, New kerb and pedestrian crossing - East Parade		\$35,000	\$15,000	\$50,000
21.026a	Deloraine, East Barrack Street	New footpath from Gay St to Morrison St RHS - 225m		\$0	\$80,000	\$80,000
21.027	Deloraine, Tower Hill Street	New footpath West Barrack St to Doctor's Surgery (LHS) - 140m		\$0	\$80,000	\$80,000
21.132	Deloraine, West Goderich Street	Upgrade existing school crossing to align with current standards		\$0	\$15,000	\$15,000
21.135	Elizabeth Town, Hill Street	Sealing to improve safety, Hill St - 100m		\$0	\$25,000	\$25,000
21.136	Hadspen, Rutherglen Road	Sealing works, installation of Bus Stop and shelter		\$0	\$15,000	\$15,000
21.137	Meander, Main Road	Road safety improvements at Meander Post Office		\$30,000	\$30,000	\$60,000
21.13	Osmaston Road	Exton/Bogan Rd intersection safety improvements (Blackspot project)		\$230,000	\$0	\$230,000
21.028	Westbury, Meander Valley Road	New footpath from Peyton St to existing footpath at the IGA RHS - 130m		\$0	\$30,000	\$30,000

Meander Valley Council 2020/21 Capital Works Program

2.0 ROADS, STREETS & BRIDGES

PROVISIONAL ROADS & STREETS PROJECTS

21.133	Deloraine, Landsdowne Place	Subdivision contribution - McLaine Subdivision - Provisional Project		\$0	\$20,000	\$20,000
21.134	Deloraine, Emu Bay Road	DDA Compliant Bus Stop, Great Western Tiers Visitor Centre - Provisional Project - Subject to DoSG Grant Funding		\$0	\$15,000	\$15,000
21.138	Westbury, Meander Valley Road	DDA Compliant Bus Stop, Police Station - Provisional Project - Subject to DoSG Grant Funding		\$0	\$40,000	\$40,000

TOTAL ROAD RECONSTRUCTION & UPGRADE	\$0	\$1,355,000	\$985,000	\$2,340,000
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201.2 ROAD RESURFACING

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.261	General	Asphalt Resurfacing Program		\$430,000	\$0	\$430,000
21.262	General	Bituminous Resurfacing Program		\$900,000	\$0	\$900,000
21.263	General	Gravel Resheeting		\$230,000	\$0	\$230,000

TOTAL ROAD RESURFACING	\$0	\$1,560,000	\$0	\$1,560,000
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210 BRIDGE RECONSTRUCTION

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.293	Coiler Creek, Railton Road	Reconstruction of bridge 1862 (List No 258)		\$550,000	\$0	\$550,000
21.294	Liffey River, Liffey Falls Road	Reconstruction of bridge 3041 (List No 286)		\$280,000	\$0	\$280,000
21.295	Black Sugarloaf Creek, Allens Road, Birralee	Reconstruction of bridge 5256 (List No 0359)		\$215,000	\$0	\$215,000

TOTAL BRIDGE RECONSTRUCTION	\$0	\$1,045,000	\$0	\$1,045,000
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TOTAL ROADS, STREETS & BRIDGES	\$0	\$3,960,000	\$985,000	\$4,945,000
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Meander Valley Council 2020/21 Capital Works Program

3.0 HEALTH, COMMUNITY & WELFARE

315 CEMETERIES

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.323	Deloraine, Lawn Cemetery	Irrigation and land scaping		\$0	\$20,000	\$20,000
21.325	Mole Creek, Lawn Cemetery	Installation of new feature wall		\$0	\$10,000	\$10,000

PROVISIONAL CEMETERIES PROJECTS

21.324	Deloraine, Lawn Cemetery	Land purchase for future expansion - Provisional Project		\$0	\$100,000	\$100,000
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TOTAL CEMETERIES	\$0	\$0	\$130,000	\$130,000
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335 HOUSEHOLD WASTE DISPOSAL

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.338	Household Waste	Replacement kerbside wheelie bins		\$26,000	\$0	\$26,000
21.339	Landfill Sites	Preliminary planning for landfill capacity expansion		\$0	\$40,000	\$40,000

TOTAL HOUSEHOLD WASTE DISPOSAL	\$0	\$26,000	\$40,000	\$66,000
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Meander Valley Council 2020/21 Capital Works Program

3.0 HEALTH, COMMUNITY & WELFARE

351 URBAN STORMWATER DRAINAGE

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.361	Bracknell, Open Drains	Open drain program including Henrietta St		\$0	\$80,000	\$80,000
21.362	Carrick	Open drain program including Bishopsbourne Rd		\$0	\$50,000	\$50,000
21.363	Westbury, Open Drains	Open drain program including Taylor St, Jones St and Webster St		\$0	\$190,000	\$190,000

PROVISIONAL STORMWATER PROJECTS

21.364	Various locations	Stormwater drainage infrastructure - General allocation for improvement of network constraints - Provisional Project		\$0	\$25,000	\$25,000
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TOTAL URBAN STORMWATER DRAINAGE	\$0	\$0	\$345,000	\$345,000
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TOTAL HEALTH, COMMUNITY & WELFARE	\$0	\$26,000	\$515,000	\$541,000
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Meander Valley Council 2020/21 Capital Works Program

5.0 RECREATION & CULTURE

505 PUBLIC HALLS

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.403	Mole Creek Hall	Roof replacement		\$50,000	\$0	\$50,000
21.405	Carrick Hall	Reconstruct and seal Hall carpark		\$30,000	\$0	\$30,000
21.406	Birralee Hall	Floor replacement		\$50,000	\$0	\$50,000

PROVISIONAL PUBLIC HALL PROJECTS

21.407	Bracknell Hall	Building upgrade - additional project funding - Provisional Project - Subject to Federal grant funding and project scope review.		\$0	\$400,000	\$400,000
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TOTAL PUBLIC HALLS	\$0	\$130,000	\$400,000	\$530,000
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515 SWIMMING POOLS

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.417	Deloraine Pool	Pool cover replacement		\$25,000	\$0	\$25,000

TOTAL SWIMMING POOLS	\$0	\$25,000	\$0	\$25,000
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Meander Valley Council 2020/21 Capital Works Program

5.0 RECREATION & CULTURE

525 RECREATION GROUNDS & SPORTS FACILITIES

525.1 SPORTSGROUND IMPROVEMENTS

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
PROVISIONAL SPORTSGROUND IMPROVEMENTS PROJECTS						
21.423	Prospect Vale Park	Training Ground upgrades including renewal of ground surface, drainage, irrigation - Provisional Project - Subject to grant funding		\$250,000	\$250,000	\$500,000

525.2 RECREATION GROUNDS & SPORTS FACILITIES BUILDINGS

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.459	Prospect Vale Park	Clubroom Toilet upgrades		\$80,000	\$0	\$80,000

PROVISIONAL PUBLIC HALL PROJECTS						
21.457	Deloraine Community Complex	Design and construct squash courts - Provisional Project - Subject to grant funding - project added for 22/23 to decommission MVPAC courts		\$0	\$2,000,000	\$2,000,000
21.463	Hadspen Memorial Centre	Extension, Hadspen Memorial Centre - Provisional Project - Subject to grant funding (\$60k Hadspen Cricket Club)		\$0	\$120,000	\$120,000

TOTAL RECREATION GROUNDS & SPORTS FACILITIES	\$0	\$330,000	\$2,370,000	\$2,700,000
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545 SUNDRY CULTURAL ACTIVITIES

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.497	Deloraine, MVPAC	Little Theatre heating		\$60,000	\$15,000	\$75,000

TOTAL SUNDRY CULTURAL ACTIVITIES	\$0	\$60,000	\$15,000	\$75,000
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Meander Valley Council 2020/21 Capital Works Program

5.0 RECREATION & CULTURE

565 PARKS & RESERVES

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.508	Chudleigh, Public Hall Reserve	Renewal of BBQ		\$7,000	\$0	\$7,000
21.509	Various Locations	Dog area improvements including Blackstone Heights, Hadspen, Westbury, Deloraine		\$0	\$100,000	\$100,000

PROVISIONAL PUBLIC HALL PROJECTS

21.51	Hadspen, Bull Run Reserve	New playground, Public Toilet, Outdoor Gym and Shade (part of 2019 Election Priority Projects List) - Provisional Project - Subject to grant funding		\$0	\$300,000	\$300,000
21.511	Mole Creek, Pioneer Drive	New playground equipment, Old School Site - Provisional Project - Subject to grant funding and lease of site to Council. Request from Progress Association and		\$0	\$55,000	\$55,000

TOTAL PARKS & RESERVES	\$0	\$7,000	\$455,000	\$462,000
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TOTAL RECREATION & CULTURE	\$0	\$552,000	\$3,240,000	\$3,792,000
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Meander Valley Council 2020/21 Capital Works Program

6.0 UNALLOCATED & UNCLASSIFIED

625 MANAGEMENT & INDIRECT OVERHEADS

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.589	Minor Plant Replacement	Replacement of works minor plant		\$30,000	\$0	\$30,000
21.59	Westbury, Works Depot	New Depot (including animal compound) - design and construction		\$300,000	\$1,000,000	\$1,300,000
21.591	Prospect Vale Park, Works Depot	Storage Shed		\$0	\$120,000	\$120,000
21.592	Prospect Vale Park, Works Depot	Shed, wash down bay and roller door		\$0	\$50,000	\$50,000

TOTAL MANAGEMENT & INDIRECT OVERHEADS	\$0	\$330,000	\$1,170,000	\$1,500,000
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655 MAJOR PLANT REPLACEMENT

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.582	P&E, Major Plant	Major Plant - replacements		\$250,000	\$0	\$250,000

TOTAL MAJOR PLANT REPLACEMENT	\$0	\$250,000	\$0	\$250,000
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675 LIGHT VEHICLE REPLACEMENT

Item No	Location	Description	Carry Over	Renewal	New/ Upgrade	Total Estimate
21.585	P&E, Fleet Vehicles	Fleet Vehicle Replacements		\$101,000	\$0	\$101,000

TOTAL LIGHT VEHICLE REPLACEMENT	\$0	\$101,000	\$0	\$101,000
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TOTAL UNALLOCATED AND UNCLASSIFIED	\$0	\$681,000	\$1,170,000	\$1,851,000
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TOTAL 2020/21 CAPITAL WORKS	\$0	\$5,489,000	\$6,010,000	\$11,499,000
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2) Officers Report

The Capital Works Program (CWP) is developed annually and allows Council to deliver asset renewals and new projects for the benefit of our community.

Asset renewal and reconstruction work assists Council to continue to deliver services while also minimising risks. The creation of new assets should align to the strategic objectives of Council and should be regarded as discretionary. Discretionary spending needs to be considered in terms of Council being able to adequately maintain existing services.

Council officers maintain a *Forward Works Program* (FWP) of potential projects and the development of the CWP commences with an annual review of the FWP. Projects for consideration are provided through input from Councillors and the community, Council Officers, Special Committees, Council's Asset Management Plans (AMPs) and strategic planning documents and reports.

Project costs are informed by several methods, including estimates by Council Officers by either preparing a detailed breakdown of project cost items, using empirical information from other similar and recent projects, or simply by applying a general allocation only. In some instances, project cost estimates will need to be reviewed subject to detailed design and prior to the commencement of construction work on the project.

Council's *Long Term Financial Plan* (LTFP) was used as a basis for determining the overall extent of funding available for the CWP. The LTFP details budgeted amounts for both renewal and new works projects and is the key to the sustainable provision of services to the community.

There are a number of grant opportunities currently available to Council and this grant funding has been used to increase Council's LTFP budget. These grant opportunities include the \$874,000 Local Roads and Community Infrastructure Fund, the \$6.85 million Federally funded Community Development Grant Program and 'Roads 2 Recovery'.

Project selection has been balanced between available funding and project priority. Additional operational and maintenance costs (lifecycle costs) associated with new assets or major upgrades is also an important part of the project selection process and this ongoing financial demand needs to be considered. Where applicable, the *New and Gifted Assets Policy* has been used to review the lifecycle costs and benefit of new projects. In particular the Deloraine Squash Courts and Bracknell Hall projects have been reviewed using Council's Asset Cost Benefit process to review the ongoing operational and maintenance costs for these projects.

The draft CWP has been discussed by Council at the 28 April and 5 May workshops, and the May Closed Meeting of Council.

To better manage delivery and carryover potential, Council Officers have identified 12 provisional projects as part of the 2020-21 CWP. The provisional status denotes that delivery is dependent on factors such as grant funds, community consultation, design and tender processes. These provisional projects may be deferred from the program or carried forward to future financial years for completion. The intention is to commence and substantially deliver these projects in 2020-21 where possible. The status of these provisional projects will be adjusted each quarter as delivery is confirmed.

To the extent possible, the impact of the COVID-19 Disease Emergency has also been considered as part of the preparation of the 2020-21 CWP; however some adjustments to accommodate emerging issues or responses may still be required.

COVID-19 related stimulus packages may significantly impact market pricing and contractor availability to undertake works. Council will seek to manage delivery of projects in accordance with the stated schedule but may vary procurement and actual works in line with prevailing market conditions.

Project work of note in the CWP includes the following:

Footpaths	\$465,000
Road reconstruction and upgrades	\$1,800,000
Road resurfacing	\$1,560,000
Bridge reconstruction	\$1,045,000
Stormwater drainage	\$345,000
Deloraine Community Complex Squash Courts	\$2,000,000
Hadspen Bull Run Reserve	\$300,000
Westbury Works Depot	\$1,300,000

3) Council Strategy and Policy

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

- Future direction (1) – A sustainable natural and built environment
- Future direction (4) – A healthy and safe community
- Future direction (5) – Innovative leadership and community governance
- Future direction (6) – Planned infrastructure services

The 2020-21 CWP has been developed in line with Council's Financial Management and Asset Management Strategies.

4) Legislation

Section 82 of the Local Government Act 1993 requires the General Manager to prepare for Council approval estimates of revenue and expenditure for each financial year including estimated capital works.

5) Risk Management

Objectives of the CWP are to renew assets and facilities to ensure they are in a safe and serviceable condition, and providing upgraded and new assets to meet expectations of the community.

Renewing assets mitigates Council's risk as accelerated deterioration of assets can increase risk to users.

Asset construction and the addition of new and increased levels of service can be a long term investment by Council. The asset management and long term financial planning that Council is undertaking allows it to better understand the financial risks associated with new assets and increased levels of service. The management of assets through the adoption of sustainable principles will ensure the ongoing benefit is realised by future generations.

6) Government and Agency Consultation

A number of capital projects rely on funding contributions from the Federal and State governments and the contribution for some of these projects has yet to be confirmed.

7) Community Consultation

Community consultation has helped inform the CWP planning process. This consultation has been in the form of community and resident requests for projects, Community Forum events, correspondence received by Council and community engagement with Councillors.

8) Financial Consideration

The total value of the CWP for 2020-21 financial year is approximately \$11.5 million. These amounts have been included in the Budget Estimates seeking approval at the July 2020 Council Meeting. Capital grant funding of \$5,151,600 has been forecast to be received towards the capital works program.

Of the total \$11.5 million capital works budget, \$5.5 million is allocated to the renewal of existing assets. This equates to 1.89% of the total replacement cost of Council's infrastructure assets which is valued at around \$290 million.

The funding allocation to new or upgraded assets is \$6 million. This is expected to result in an ongoing increase (each and every year) in depreciation, operation and maintenance and opportunity costs (lifecycle costs) estimated at \$120,000 per annum. This is equivalent to approximately 1.26% of the general rate.

This annual increase in costs is required to ensure Council is able to maintain current levels of service. Alternatively, Council could consider reducing current services or operational costs in other areas to balance out this increase in annual costs.

The estimated write off of assets disposed of as part of the 2020-21 CWP is \$100,000. This is not a direct project expense but is an additional operational cost that Council will need to occur.

9) Alternative Recommendations

Council can approve the recommendation with amendment.

10) Voting Requirements

Absolute majority

DECISION:

ITEMS FOR CLOSED SECTION OF THE MEETING:

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

Voting Requirements

Absolute Majority

Council moved to Closed Session at x.xxpm

GOVERNANCE 2 CONFIRMATION OF MINUTES

(Reference Part 2 Regulation 34(2) Local Government (Meeting Procedures) Regulations 2015)

GOVERNANCE 3 LEAVE OF ABSENCE

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

INFRASTRUCTURE 2 CONTRACT 218 2020-21 – PROSPECT VALE PARK TRAINING GROUND UPGRADES

Council returned to Open Session 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