



Meander Valley Council
Working Together

ORDINARY MINUTES

COUNCIL MEETING

Tuesday 21 April 2020

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Minutes of the Ordinary Meeting of the Meander Valley Council held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 21 April 2020 at 4.00pm.

PRESENT

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

The meeting was conducted accordance with varied arrangement permitted under notice pursuant to the *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*. With the exception of Mayor Johnston who was present in the Council Chamber all Councillors attended using virtual technology (Zoom). Cr Synfield attended via telephone conferencing facilities.

In line with COVID-19 restrictions on gatherings, no members of the public attended the meeting. The Mayor noted and advised the Councillors that an audio recording of the meeting was to be made. This recording will be available to the public via the Meander Valley Council's website.

APOLOGIES

Nil

IN ATTENDANCE

John Jordan, General Manager
Merrilyn Young, Executive Assistant
Dino De Paoli, Director Infrastructure Services
Jonathan Harmey, Director Corporate Services
Matthew Millwood, Director Works
Lynette While, Director Community & Development Services
Jo Oliver, Senior Strategic Planner
Leanne Rabjohns, Town Planner
Justin Simons, Town Planner
Natasha Whiteley, Town Planner
Krista Palfreyman, Development Services Coordinator

63/2020 CONFIRMATION OF MINUTES

Councillor Kelly moved and Councillor King seconded, ***"that the minutes of the Ordinary Meeting of Council held on Tuesday 10 March, 2020, be received and confirmed."***

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

Councillor King moved and Councillor Sherriff seconded, ***“that the minutes of the Special Meeting of Council held on Tuesday 7 April, 2020, be received and confirmed.”***

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

64/2020 COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING

Date	Items discussed:
24 March 2020	<ul style="list-style-type: none"> • Proposed Notice of Motion – Community Care and Recovery Page • Community Events • Recreation Fees and Charges • Dog off leash survey results • Purchase of land for Allport Street and Irving Street, Kimberley • Federal government Infrastructure Investment Program • Style Guide • Gazette correspondence • Council building works implications • LGAT AGM & General Meeting – Notice of Motions • Planning Directive 7 – Permits for temporary housing • Draft Major Projects Bill • TPC Notice for substantial modifications to the Local Provision Schedule • Items for Noting
28 March 2020	<ul style="list-style-type: none"> • General Update on Operations • Community Care and Recovery Package – COVID-19 Pandemic • Options for \$6.5m community grants • Council Meeting arrangements • Proposed recruitment • General Business

65/2020 ANNOUNCEMENTS BY THE MAYOR

24 March 2020

Council Workshop – Westbury

31 March 2020

Council Workshop - Westbury

7 April 2020

Special Council Meeting – Westbury

66/2020 ANNOUNCEMENTS BY COUNCILLORS

Nil

67/2020 DECLARATIONS OF INTEREST

Nil

68/2020 TABLING AND ACTION ON PETITIONS

“Provision of a playground and equipment – Hadspen”

As per Section 57 of the Local Government Act this petition is non-compliant because the name and address of the person submitting the petition has not been included and there is no statement specifying the number of signatories. Notwithstanding these aspects of non-compliance the petition is largely compliant and has been tabled on this basis. The petition included 248 signatories.

Action

The requested action from the petition is that “we the undersigned petition the Meander Valley Council to provide a playground and equipment suitable for younger children, a basketball hoop and backboard for younger and older youth and bar-b-que and seating suitable for family groups to be located either in the area of the skate park or the park off Winifred-Jane Crescent.”

Council officers will provide elected members with a proposed project to be considered in the 2020-21 capital works program budget deliberations, for the construction of a new playground and associated facilities at the Bull Run reserve. This project is subject to a Federal Government funding commitment.

69/2020 PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – MARCH 2020

1.1 Helen Hutchinson, Western Creek

What is the status of Policies 79, 71 and 13 if Policy 91 is approved? Shouldn't these policies mention climate change as a factor in all these?

Response by John Jordan, General Manager:

Council's Climate Change Mitigation and Adaptation policy applies to all Meander Valley Council operations, practices, services and community facilities; including the management of natural areas.

Responses and specific actions to mitigate and adapt to the effects of climate change will be progressed through normal planning and risk management systems. The status of existing approved policies does not change. Council will consider any implications of the new Climate Change policy in due course. This includes policies 79 (Undocumented Domestic Building Work), 71 (Investment of Surplus Funds) and 13 (Subdivision Servicing).

1.2 Heather Donaldson, Westbury

- a) The second part of my question concerns the reason Department of Justice gave us as to why Ashley was not a suitable site. They quoted the UN Rights of the Child, Beijing Rules section 37c, that children should not be incarcerated in vicinity of an adult prison. (That rule actually spoke of children being IN an adult prison, or sharing a cell with an adult). Regardless, this was/is their reason for not considering a prison near Ashley.

If the Birralea Road site goes ahead, where are the rights of the children who live close to this prison? I know of at least 3 families who have children, or grandchildren who stay, who will be close to a prison - children who have done nothing wrong. Will Council speak out and support the rights of these Westbury children?

Response by John Jordan, General Manager:

The proposal for a prison at Westbury is a Tasmanian Government matter. Council has yet to receive a formal planning application from the Tasmanian Government and will consider matters that are relevant to any application at that time.

1.3 Crichton Hall, Prospect Vale (tabled and read on behalf of Mr Hall by Cr Nott)

This morning the 8.07 Metro bus off Bimbimbi into Jardine Crescent had to stop and reverse to allow a passenger vehicle down Jardine Crescent to proceed – this is not the first time.

This is not the first time Metro buses turning into Jardine Crescent have had to travel up to 200 metres on the wrong side of the road causing vehicles travelling down Jardine Crescent to come to a halt to allow the bus through.

The two vehicles parked on the eastern side of Jardine Crescent just around the corner of Bimbimbi are partly to blame as they force the buses or any other vehicles for that matter onto the wrong side of the road for almost 200 metres before they are able to correct their position.

Response by Dino De Paoli, Director Infrastructure Services:

Council has recently undertaken additional line marking work in Jardine Crescent at the intersection of Bimbimbi Avenue to clearly delineate the areas of restricted parking and no parking zones. This line marking should improve safety by providing sufficient space for buses to give way to oncoming traffic in Jardine, before passing any parked cars and moving to the western side of the road.

2. PUBLIC QUESTIONS WITH NOTICE – APRIL 2020

2.1 Helen Hutchinson, Western Creek

The necessity for action which would quickly bring down emissions brings me to ask whether the Council will be following this Policy (91) as soon as possible by a clear plan of action for specific measures which would reduce greenhouse emissions – carbon dioxide, nitrous oxide and methane – in the Meander Valley?

Response by John Jordan, General Manager:

The need for a specific action plan remains under consideration. Council will look to the Australian and Tasmanian Governments for overall direction and coordination around any mitigation action on climate change; including the

reduction of greenhouse gas emissions. Council's initial focus will be on the assessment of any localised risks such as those presented by more frequent extreme weather, flood and fire events. Other responses will be expressed through existing policy relating to such matters as Council's choice of vehicle fleet, the renewal and designed performance of built assets in respect of energy and water efficiency, and more.

2.2 Ann-Margaret Cann

- a) Is there any intention by Meander Valley Council to have regular checks made in regard to the RV rest stop area behind/near the tennis courts/racecourse area in Deloraine to ensure regulations signposted are being adhered to by users.

Response by Lynette While, Director Community & Development Services: Council periodically monitors compliance at the RV Rest Stop at Deloraine and responds to any information from the public.

- b) If the area just past the Apex Caravan Park and towards the swimming pool near the Meander River at Deloraine is Meander Valley Council property and the caravan park has permission to use this area as overflow parking when the caravan park is full, why is this area being utilised when the caravan park is not full and all year round as seemingly free camping for some.

Is there any intention by the Meander Valley Council to monitor free camping in this area?

Response by Lynette While, Director Community & Development Services: This area is signed as overflow and generally self regulates. It is occasionally checked for camping. On the occasion a complaint is received it is actioned quickly. This area is managed in conjunction with Apex Club Caravan Park management.

2.3 Meander Residents and Ratepayers Association Inc (MARRA)

- a) The minutes of January 2020 Council meeting included Meander Falls Road Feasibility Study for discussion at the Council workshop 17th December 2019. Could council please explain what the content of the discussion was considering the level of concern raised previously by many parties in 2018 including MARRA?

Response by John Jordan, General Manager:

The workshop discussed correspondence from Premier Will Hodgman dated 7 November 2019. The correspondence advised that the Parks and Wildlife Service had no objection to a Feasibility Study for the Meander Falls Road. The State further advised that they had invested significantly in the area since 2013 and that it was not in a position to make a funding contribution.

- b) If continuing forward with this proposal will the Council be transparent and include relevant stakeholders in any discussion or has there been any consultation with any other parties?

Response by John Jordan, General Manager:

Council has yet to determine a final position on Meander Falls Road which remains a State Government road. Any such decision will be progressed via a feasibility study and appropriate consultation.

3. PUBLIC QUESTIONS WITHOUT NOTICE – APRIL 2020

3.1 Australian Services Union

Given the requisite changes to the way Council meetings are working in light of COVID-19 it would be appreciated if these questions could be taken as Questions on Notice, or if they have been submitted too late for Questions on Notice that they be taken as Questions Without Notice and answered in the Council meeting minutes.

1. I refer to a letter which was sent by Premier Peter Gutwein and Local Government Minister Mark Shelton to all Tasmanian Council Mayors and General Managers, dated 16 April 2020. In this letter the Premier states:

"It is our expectation that councils should endeavour to retain as many employees as possible during this challenging period and that to do this councils will need to adopt different budget and financial positioning strategies than have traditionally been required. Where appropriate, councils should also redirect staff to support their COVID-19 response measures and community relief and recovery initiatives".

Can the General Manager provide assurances to Meander Valley Council's employees that no employees will have their employment terminated as a result of COVID-19 and that Council will prioritise the maintenance of employment of each of their employees in any budgetary decisions moving forward?

2. Clause 13 of Council's enterprise agreement, the *Meander Valley Council Enterprise Agreement 2016*, and the *Fair Work Act 2009* both provide requirements for consultation in relation to major workplace changes including the need to relocate employees, the alternation of hours of work or regular rosters, or in the extreme the potential termination of employment, amongst others.

The Australian Services Union and our members seek to enter into collaborative consultation in relation to any potential changes in the workplace as a result of COVID-19.

Can the General Manager assure employees of Meander Valley Council that the management team will enter into consultation before any major changes are implemented in the workplace?

3. Given that Local Government is not eligible for the federal government's JobKeeper program, the changes which were made to the *Fair Work Act 2009* in relation to COVID-19 stand downs and alternation of an employee's regular hours do not apply to Meander Valley Council.

Section 524 of the Act (*Employer may stand down employees in certain circumstances*) requires that an employee only be stood down where they "*cannot usefully be employed*", that is to say that there is no useful work for employees to undertake.

Can the General Manager provide a guarantee that all possible alternate duties will be explored before considering standing employees down, including things that are usually outside of Council's core business but which assist the community with getting through, and recovering from, COVID-19? The Union can provide further details and suggestions around this matter.

If your next Council meeting is more than two weeks in the future could we please obtain a written response to these questions by email to adelatorre@asuvictas.com.au within the next week?

Response by John Jordan, General Manager:

The matter dealt with largely operational matters and the General Manager will provide an interim response, to be tabled as a response as a Question taken on Notice at the next Council meeting.

70/2020 COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – MARCH 2020

1.3 Cr Frank Nott

As a consequence of the most recent incident on 6 March at this corner, Bimbimbi Avenue and Jardine Crescent.

Director Dino is aware of the situation and I thank him for the information he has provided from Department of State Growth.

On Mr Hall's behalf and other residents I seek some urgency in dealing with the issues of safety surrounding this location.

Response by Dino De Paoli, Director Infrastructure Services:

Council has recently undertaken additional line marking work in Jardine Crescent at the intersection of Bimbimbi Avenue to clearly delineate the areas of restricted parking and no parking zones. This line marking should improve safety by providing sufficient space for buses to give way to oncoming traffic in Jardine, before passing any parked cars and moving to the western side of the road.

2. COUNCILLOR QUESTIONS WITH NOTICE – APRIL 2020

Nil

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – APRIL 2020

3.1 Cr Rodney Synfield

On the morning of the 8th April 2020, I forwarded to the Executive Assistant of Council, the following statement regarding GOV 1, requesting same be included in the minutes for the Special Council meeting held late on the afternoon of the day before (ie. 7/4/2020).

"Whilst I supported the overall intent of this motion and voted accordingly, I do not believe it was appropriate to include doctors and chemists in the groups excluded from support under clause 1. Yes there are other mechanisms for possibly assisting these two groups going forward but that requires those impacted to proactively seek assistance at a time (now, or in the future) when

they're focused on providing essential frontline medical support to the community.
Rodney Synfield, Councillor"

Said statement was then included in the unconfirmed minutes and those minutes were subsequently downloaded by me, from Council's website via the Internet, in the PM of the 8/4/2020. Anyone (with internet access) in the community could have downloaded that version of the minutes at that time.

On the 9/4/2020 my statement was removed from the minutes by the General Manager, citing that the request to include same had been made to late.

Given that it has been a long standing practice to allow Councillors to include a statement should they desire to do so, in accordance with Regulation 38 of the Meeting Procedures Regulations 2015 and given that my statement was in accord with Regulation 32 of said regulations, in that it was a matter discussed at the meeting, why was this action of removal in respect of my statement taken, after its initial inclusion.

For the purposes of full disclosure I composed the words on the evening of the 7/4/2020 and had in fact conveyed the content of my statement over the phone to Councillor Temple that evening as he had cc'd his statement to be included in said minutes to all Councillors and a couple of staff members at that time; I forwarded my statement next morning having no expectation that the Executive Assistant would finalize said minutes over night. The essence of the statement would be the same whether it was composed an hour after the meeting or the next day.

Summary of Response by John Jordan, General Manager:

The General Manager advised that his review of the draft minutes and subsequent exclusion of the subject statement from Cr Synfield was prompted by a query about the rules from the Mayor and other Councillors. In deciding what should be included in the minutes, consideration was given to the convention which permits Councillors to provide up to 100 words immediately after the close of a meeting on the form provided at the Council meetings. Consideration was also given to a test of what is a reasonable timeframe to associate comment or submission to a meeting that was recorded and had formally closed. After the 7 April meeting, Cr Temple provided additional commentary via email at 6.01pm. On 8 April at 10.51am Cr Synfield provided additional email commentary. The General Manager advised that he thought the inclusion of the comment from Cr Temple was reasonable as it was on the same day and therefore in keeping with the convention of the post meeting comment form referred to above. In contrast, Cr Synfield's comments could not reasonably be part of a formal meeting that was closed the previous day

and therefore his comments were excluded. The General Manager suggested that rules around post meeting comments should be a matter for discussion at a future Council workshop to ensure clarity and agreement.

3.2 Cr John Temple

Since the March meeting is there any update on the proposed prison development?

Summary of Response by Mayor Wayne Johnston:

Mayor Johnston advised there was an update. "You would have seen in The Examiner a headline that said the Mayor didn't get his survey." Mayor Johnston expressed disappointment that the reporter decided to make a story about him not getting the survey as the reporter was going to come back to him the next day. The Mayor stated that in any case it was clear that some in the community had not received the survey. Consequently, the Mayor advised that he did send a letter to Minister Archer notifying her of the fact that there seems to be quite a few residents in the Meander Valley that didn't get surveys and bringing that to her attention. The Mayor added that he didn't ask for the survey to be re-done.

Summary of Response by John Jordan, General Manager:

The General Manager added the following clarifying comment. The letter to the Minister also suggested that the Minister, through their independent consultants that they had engaged to conduct the survey, consider if they have had a reasonable satisfaction in terms of the number of responses. The premise behind this position being that whilst its apparent that some people in the municipality may not have gotten the survey, we don't know how many did get the survey and how many have responded. So maybe a number of people haven't got the survey; but the survey may still remain valid in terms of results because of the overall response. Our position is for the State Government to make sure that the result of the survey is representative of the community in terms of overall numbers as opposed to looking at the negative in terms of who hasn't received the survey.

3.1 Councillor Frank Nott

Is it correct that all Transportable Shade Sheds/carports need a Permit with Meander Valley Council while not required by any other Council in Tasmania?

Response by Krista Palfreyman, Development Services Coordinator/Permit Authority:

No it is not correct that all transportable shade shed/carports require permits from Meander Valley Council while not required by other Tasmanian Councils.

Planning Permits would be required as per the requirements in the Meander Valley Interim Planning Scheme. There is no exemption for 'transportable buildings' within the Scheme. Building Approvals are required in accordance with the Director's Determination - Categories of Building and Demolition Work. This determination is issued by the Director of Building Control under the Building Act 2016 and is consistent throughout the state. The Director of Building Control [Tasmanian Government] has also defined that: 'pre-fabricated structures moved to a site where they are affixed to the ground are building work and not defined as temporary structures. Therefore they will need the appropriate type of building approval for their placement/erection'.

71/2020 DEPUTATIONS BY MEMBERS OF THE PUBLIC

Nil

PLANNING AUTHORITY ITEMS

For the purposes of considering the following Planning Authority items, Council is acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993.

The following are applicable to all Planning Authority reports:

Strategic/Annual Plan Conformance

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

Policy Implications

Not applicable.

Legislation

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

Risk Management

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

Financial Consideration

If the application is subject to an appeal to the Resource Management Planning and Appeal Tribunal, Council may be subject to the cost associated with defending its decision.

Alternative Recommendations

Council can either approve the application with amended conditions or refuse the application.

Voting Requirements

Simple majority

72/2020 138 RITCHIE STREET WESTBURY

A representation from Gloria Harley was read to the meeting by Director of Community and Development Services Lynette While.

Planning Application: PA\20\0159

Proposal: Subdivision (4 lots)

Author: Leanne Rabjohns
Town Planner

1) Recommendation

It is recommended that the application for Use and Development for Subdivision (4 lots) on land located at 138 Ritchie Street WESTBURY (CT:217330/62), by Cohen & Associates Pty Ltd, be APPROVED, generally in accordance with the endorsed plans:

- a) Cohen & Associates P/L – Plan of Subdivision – Ref: 61-86 (7941);
- b) Hydrodynamica – Onsite Wastewater Assessment – Dated: 31 January 2020;
- c) Rebecca Green & Associates – Bushfire Hazard Assessment report & Bushfire Hazard Management Plan – Dated: 26 January 2020;
- d) Andrew Howell – Traffic Comment – Dated: March 2019;

and subject to the following conditions:

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:**
 - a) Such covenants or controls are expressly authorised by the terms of this permit; or
 - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.
 - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.
- 2. Clearance of vegetation on the fence line, to the south of Lot 4's crossover, must be completed, in accordance with the endorsed Traffic**

Comment, to the satisfaction of Council's Director Infrastructure Services.

- 3. The bore on Lot 3 must be either decommissioned or registered to the satisfaction of Council's Environmental Health Officer.**
- 4. All lots must be at least 5000m² in area.**
- 5. The vehicular crossover servicing proposed Lots 1, 2 and 4 must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1 and to the satisfaction of Council's Director Infrastructure Services (see Note 1).**
- 6. Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of Council:**
 - a) The developer must pay Council \$5,700.00, a sum equivalent to 5% of the unimproved value of the approved lots, as a Public Open Space Contribution.**
 - b) Vegetation clearance must be completed, as per Condition 2.**
 - c) The bore must be decommissioned or registered as per Condition 3.**
 - d) The vehicular crossover servicing proposed Lots 1, 2 and 4 must be constructed and sealed, as per Condition 5.**

Note:

1. Prior to the construction of the driveways, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed. All enquiries should be directed to Council's Infrastructure Department on telephone 6393 5312.
2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on (03) 6393 5320 or via email: mail@mvc.tas.gov.au.
3. This permit takes effect after:
 - a) The 14 day appeal period expires; or
 - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.
 - c) Any other required approvals under this or any other Act are granted.

4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website www.rmpat.tas.gov.au.
5. If an applicant is the only person with a right of appeal pursuant to section 61 of the *Land Use Planning and Approvals Act 1993* and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of Council's Notice to Waive Right of Appeal is attached.
6. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received.
7. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
8. If any Aboriginal relics are uncovered during works:
 - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
 - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania) Fax: (03) 6233 5555 Email: aboriginal@heritage.tas.gov.au; and
 - c) The relevant approval processes will apply with state and federal government agencies.

DECISION:

Cr Kelly moved and Cr Johnston seconded ***“that the application for Use and Development for Subdivision (4 lots) on land located at 138 Ritchie Street WESTBURY (CT:217330/62), by Cohen & Associates Pty Ltd, be APPROVED, generally in accordance with the endorsed plans:***

- a) **Cohen & Associates P/L – Plan of Subdivision – Ref: 61-86 (7941);**

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and subject to the following conditions:

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 - a) Such covenants or controls are expressly authorised by the terms of this permit; or**
 - b) Such covenants or similar controls are expressly authorised by the consent in writing of Council.**
 - c) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.****
- 2. Clearance of vegetation on the fence line, to the south of Lot 4's crossover, must be completed, in accordance with the endorsed Traffic Comment, to the satisfaction of Council's Director Infrastructure Services.**
- 3. The bore on Lot 3 must be either decommissioned or registered to the satisfaction of Council's Environmental Health Officer.**
- 4. All lots must be at least 5000m² in area.**
- 5. The vehicular crossover servicing proposed Lots 1, 2 and 4 must be constructed and sealed in accordance with LGAT standard drawing TSD-R03-V1 and TSD-R04-V1 and to the satisfaction of Council's Director Infrastructure Services (see Note 1).**
- 6. Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of Council:
 - a) The developer must pay Council \$5,700.00, a sum equivalent to 5% of the unimproved value of the approved lots, as a Public Open Space Contribution.**
 - b) Vegetation clearance must be completed, as per Condition 2.**
 - c) The bore must be decommissioned or registered, as per Condition 3.****

d) The vehicular crossover servicing proposed Lots 1, 2 and 4 must be constructed and sealed, as per Condition 5.

Note:

1. Prior to the construction of the driveways, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed. All enquiries should be directed to Council's Infrastructure Department on telephone 6393 5312.
2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Community and Development Services on (03) 6393 5320 or via email: mail@mvc.tas.gov.au.
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 - a) The 14 day appeal period expires; or
 - b) Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or
 - c) Any other required approvals under this or any other Act are granted.
4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website www.rmpat.tas.gov.au.
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- b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania) Fax: (03) 6233 5555 Email: aboriginal@heritage.tas.gov.au; and
- c) The relevant approval processes will apply with state and federal government agencies.

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

73/2020 UNIT 1/24 WILLIAM STREET WESTBURY

Planning Application: PA\20\0171

Proposal: Extension to Multiple dwelling (carport) – constructed without approvals

Author: Justin Simons
Town Planner

1) Recommendation

It is recommended that the application for Use and Development for Extension to Multiple dwelling (carport), on land located at Unit 1/24 William Street WESTBURY (CT:175288/1) by Statewide Shade Sheds, be REFUSED, for the following reason/s:

- 1. 10.4.2 (P1) - The development does not have a setback from a frontage which is compatible with the setback of existing dwellings in the street.***
- 2. 10.4.2 (P2) - The development does not have a setback from a frontage which is compatible with the setback of existing garages and carports in the street.***

DECISION:

Cr Kelly foreshadowed an alternate motion.

Cr Sherriff moved and Cr Johnston seconded ***“that the application for Use and Development for Extension to Multiple dwelling (carport), on land located at Unit 1/24 William Street WESTBURY (CT:175288/1) by Statewide Shade Sheds, be REFUSED, for the following reason/s:***

- 1. 10.4.2 (P1) - The development does not have a setback from a frontage which is compatible with the setback of existing dwellings in the street.***
- 2. 10.4.2 (P2) - The development does not have a setback from a frontage which is compatible with the setback of existing garages and carports in the street.***

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

As an alternate motion Cr Kelly moved and Cr Bower seconded ***“that Council:***

- 1. approves application PA\20\0171 in accordance with the advertised documents, on the basis that the structure does not create an unreasonable impact on the streetscape and sets aside consideration of minimum setback requirements in this instance only.***
- 2. Writes to the applicant and reiterates that structures of this type within the front setback will, in almost all circumstances, require planning permission, and may require planning permission in other locations dependent upon the zone requirements. The advice will recommend that the applicant should seek confirmation from Council prior to erecting any structures.”***

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

**74/2020 2019-20 COMMUNITY INCENTIVE GRANTS
APPLICATION ASSESSMENTS ROUND 4 – APRIL
2020**

1) Recommendation

It is recommended that Council:

- 1. Endorses the recommendations of the Community Grants Committee and approves the following allocations:***

Organisation	Project	Grant Recommended
Deloraine Tennis Club Inc.	Recladding of Clubhouse	\$2,500
Mole Creek Swimming Centre Association Inc.	Pool Repair	\$3,000
Prospect Park Sports Club Inc. No. 1	Social/Function Room improvement	\$1,257
		\$6,757

- 2. Notes the allocations within the Regulatory Fees Refund Scheme, Individual Sponsorship Requests, School and Club Awards.***
- 3. Approves payment of the grants requested to the Children First Foundation Inc (\$360) and the Edmund Rice Camps Tasmania (\$2,000).***
- 4. That the individual sponsorships provided for attendance at the Australian Men's and Mixed Netball Championships in South Australia, which did not proceed, are recovered from the recipients via a direct bank transfer to Council's account."***

DECISION:

Cr King moved and Cr Cameron seconded ***"that Council:***

- 1. Endorses the recommendations of the Community Grants Committee and approves the following allocations:***

Organisation	Project	Grant Recommended
Deloraine Tennis Club Inc.	Recladding of Clubhouse	\$2,500
Mole Creek Swimming Centre Association Inc.	Pool Repair	\$3,000
Prospect Park Sports Club Inc. No. 1	Social/Function Room improvement	\$1,257
		\$6,757

- 2. Notes the allocations within the Regulatory Fees Refund Scheme, Individual Sponsorship Requests, School and Club Awards.**
- 3. Approves payment of the grants requested to the Children First Foundation Inc (\$360) and the Edmund Rice Camps Tasmania (\$2,000).**
- 4. That the individual sponsorships provided for attendance at the Australian Men's and Mixed Netball Championships in South Australia, which did not proceed, are recovered from the recipients via a direct bank transfer to Council's account."**

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

75/2020 FINANCIAL REPORTS TO 31 MARCH 2020

1) Recommendation

It is recommended that Council receive the following financial reports for the period ended 31 March 2020:

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

DECISION:

Cr King moved and Cr Nott seconded ***“that Council receive the following financial reports for the period ended 31 March 2020:***

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

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

76/2020 NEW POLICY NO. 92 – FINANCIAL HARDSHIP ASSISTANCE

1) Recommendation

It is recommended that Council adopt Policy 92 Financial Hardship Assistance as follows:

POLICY MANUAL

Policy Number: 92

Financial Hardship Assistance

Purpose:

The purpose of this policy is to enable Council to provide assistance to community members who are suffering financial hardship by providing an appropriate level of relief from Local Government rates.

Department:

Corporate Services

Author:

Jonathan Harmey, Director

Council Meeting Date:

21 April 2020

Minute Number:

xx/2020

Next Review Date:

April 2024

POLICY

1. Objective

This policy is developed and implemented during the 2020 COVID-19 coronavirus pandemic. To respond to the disease, governments around the world are shutting down social activities and interaction to prevent transmission, which is necessarily causing significant impacts on many economic activities and transactions. As a result, many people have lost jobs, their clients or their business, destroying incomes and spending. Council is determined to assist those most critically impacted by the economic slowdown caused by the pandemic with a robust and fair hardship policy.

Despite this, serious financial hardship can occur at any time, so this policy is designed to address a range of circumstances.

2. Scope

This policy applies to ratepayers experiencing genuine and serious financial hardship and needing assistance to meet both their basic needs and their rate payment obligations to Council. It is not intended to be used to maintain financial positions for those who do not need it and are not genuinely impacted by serious financial hardship.

This policy applies only to Council rates and charges levied in accordance with Part 9 – Rates and Charges of the *Local Government Act 1993*. This policy does not apply to rates or fees collected on behalf of other authorities in accordance with section 88 of the *Local Government Act 1993*, such as fire service contributions collected pursuant to section 79B of the *Fire Service Act 1973*.

3. Principles

This policy will be applied in accordance with the following principles:

- 3.1 Consistent, equitable and respectful treatment of all residents and ratepayers that is sensitive to their specific circumstances.
- 3.2 Maintaining Council's ability to provide essential services to our community through appropriately applied rating.
- 3.3 Assisting ratepayers who are suffering serious financial hardship, so that they may overcome these circumstances and return to financial stability and contributing equitably to local services.
- 3.4 Ensuring that those able to contribute to local services, continue to do so.
- 3.5 Minimising the opportunity for misuse, exploitation or fraud by ensuring decisions made to provide special relief or assistance are supported by sufficient evidence.
- 3.6 Maintaining confidentiality and privacy of applicants and ratepayers, their applications and any information provided.

4. Policy

- 4.1 According to the Australian Taxation Office (ATO), individuals are considered to be in serious hardship when they are unable to provide the following for themselves, their family or other dependants:
 - a. Food;
 - b. Accommodation;
 - c. Clothing;
 - d. Medical treatment;
 - e. Education;
 - f. Other basic necessities.
- 4.2 Community wide issues and circumstances, such as the COVID-19 pandemic, may impact financial hardship, but hardship is always assessed at an individual level, and

requires reviewing personal circumstances. A number of factors can contribute to or trigger serious financial hardship, including:

- a. Loss of employment of the property owner, family member or household primary income earner;
- b. Serious illness, including physical incapacity, hospitalization, or mental illness of the property owner or family member;
- c. A natural disaster;
- d. A public health emergency or declared state of emergency;
- e. Family tragedy;
- f. Family breakdown;
- g. Other serious or complicating circumstances.

4.3 Serious financial hardship involves both low income/cash flow and a low asset base. Personal property portfolios beyond a primary residence or a business's primary operating space can be employed to improve an applicant's cash flow and financial sustainability. Applications for assistance on residential investment properties will not be considered.

4.4 Applicants will need to provide evidence of their circumstances of financial hardship to justify Council's special consideration of their case. The type of evidence required will depend on your circumstances and may include, for example, one or more of the following:

- a. Assessment by an independent accredited financial counsellor demonstrating an inability to both pay rates and to rearrange asset portfolios to facilitate payment;
- b. A statutory declaration from an appropriate and independent professional, familiar with the applicant's circumstances (e.g. a family doctor for health-related evidence, a bank official, insurance policy manager, etc.);
- c. Pending disconnection of essential services, like water, electricity, gas (does not include mobile phone or internet bills);
- d. Notice of impending legal action;
- e. Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities;
- f. Bank notice for example, overdraft call or mortgaged property repossession;
- g. Employer notice of redundancy or termination of employment;
- h. Overdue medical bills;
- i. Letter from doctor verifying the inability to earn an income due to illness or caring for a sick family member;
- j. Final notice from school regarding payment of mandatory fees;
- k. Funeral expenses;
- l. Repossession notice of essential items, like a car or motorcycle (primary transport).

How Can Council Help

4.5 The *Local Government Act 1993* provides Council with three methods of rate relief:

- a. Postponing rate payments (sections 125-127)

- b. Remission of late payment penalties or interest (section 128)
- c. Remission of rates (section 129)

Postponing Rates Payments – Deferral Arrangements

- 4.6 In confirmed cases of financial hardship, Council may choose deferral of individual rates payments within a defined period, in whole or in part, to be paid back at a later date, subject to any conditions Council determines. The deferral arrangement applies to specified payments and other rate payments are not affected and continue to accrue as normal.

The terms of rate deferral arrangements will be proportionate to the applicant's demonstrated financial hardship circumstances, so supplying sufficient evidence of these circumstances is important for developing the appropriate terms.

Rate payment deferrals approved under this section are typically deferred by three (3) months. However, rate deferral arrangements can only defer individual payments up to a maximum of two (2) years and only in the most serious circumstances.

All deferred payments must be repaid as specified in accordance with the deferral arrangement, otherwise regular late payment penalties and/or interest will apply.

Ratepayers who are subject to a deferral arrangement who overcome their financial hardship circumstances are encouraged to begin repaying their deferred rates payments as early as they are able.

Note that Council may revoke any postponement of rates payments at any time, in accordance with section 127 of the *Local Government Act 1993*, by giving 60 days notice in writing to the ratepayer.

Remitting Late Payment Interest

- 4.7 For typical circumstances that are not of financial hardship, rates must be paid by the due date and Council may charge interest calculated daily for late payments. However, for confirmed cases of financial hardship, Council may waive the applicable interest accumulated, for a specified period that relates to the period of financial hardship.

Remitting Rates

- 4.8 Remission of any rates, or interest, in part or in full, is reserved only for the most serious and exceptional of financial hardship cases. Even in these cases, deferral of rate payments must be applied for and granted first, before an application for rates remission can be considered.

After the applicant has entered into a deferral arrangement with Council, the applicant may apply for remission of rates. The application must demonstrate:

- a. Financial hardship;
- b. Exceptional and serious circumstances;
- c. How the applicant's exceptional financial hardship circumstances make the maximum term deferral arrangement under section 4.6 unfeasible and unreasonable to fulfil; and
- d. How enforcing fulfilment of the maximum term deferral arrangement would only deepen the seriousness of applicant's financial hardship and critically impact their ability to provide for the basic living necessities (food, accommodation, clothing, medical treatment) of the applicant and dependents.

In the interests of community fairness and equity, wherever possible and appropriate in determining rates remission applications:

- e. Deferral arrangements are preferable to rates remission;
- f. Amounts or proportions of rates to be remitted are to be minimised, for example, below \$1,000 or 50%; the remainder subject to payment arrangements;
- g. Instances of rates remission are to be minimised to no more than one rates remission per applicant.

Applying for Financial Hardship Assistance

- 4.9 To seek financial hardship assistance from Council, an application must be made in writing, addressed to the General Manager, and submitted as follows:
- Emailed to: mail@mvc.tas.gov.au or
 - Mailed to: General Manager, Meander Valley Council, PO Box 102, Westbury Tasmania 7303.
 - Delivered in person to: General Manager, Meander Valley Council, 26 Lyall Street, Westbury Tasmania 7303.

Applications must:

- Demonstrate and provide evidence for financial hardship and circumstances (see section 4.4 – Evidence of Financial Hardship);
- Describe the type of assistance sought, being:
 - Postponing rate payments (a deferral arrangement);
 - Postponing or waiving late payment interest;
 - Remitting rates, interest, in part or in full;
- Address the requirements of the relevant subsections of sections 4.4 to 4.7.

Assessing Applications

- 4.10 Applications for deferral arrangements must be decided by:
- a. For amounts less than \$2,500: Director Corporate Services or General Manager; or
 - b. For amounts of \$2,500 or greater: General Manager.
- 4.11 Applications for remission of any rates or interest charges must be decided by Council and require absolute majority to be approved. However, Council has

delegated all remission decisions based on Financial Hardship Assistance to the General Manager in accordance with this Policy and Section 22 of the *Local Government Act 1993*.

5. Legislation & Related Council Policies

Local Government Act 1993, Part 9 – Rates and Charges, particularly:

- Section 86A – General principles in relation to making or varying rates
- Sections 125-127 – Postponement of payment
- Section 128 – Late payments
- Section 129 – Remission of rates

COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020

Meander Valley Council Policy 77 Rates and Charges

6. Responsibility

Responsibility for the operation of this policy rests with the General Manager

DECISION:

Cr Kelly moved and Cr Cameron seconded ***“that Council adopt Policy 92 Financial Hardship Assistance as follows:***

POLICY MANUAL

Policy Number: 92

Financial Hardship Assistance

Purpose:

The purpose of this policy is to enable Council to provide assistance to community members who are suffering financial hardship by providing an appropriate level of relief from Local Government rates.

Department:

Corporate Services

Author:

Jonathan Harmey, Director

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April 2024

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 - o. Pending disconnection of essential services, like water, electricity, gas (does not include mobile phone or internet bills);

- p. Notice of impending legal action;
- q. Letter from charitable organisation regarding loss of employment or inability to provide for basic necessities;
- r. Bank notice for example, overdraft call or mortgaged property repossession;
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After the applicant has entered into a deferral arrangement with Council, the applicant may apply for remission of rates. The application must demonstrate:

- e. Financial hardship;
- f. Exceptional and serious circumstances;
- g. How the applicant's exceptional financial hardship circumstances make the maximum term deferral arrangement under section 4.6 unfeasible and unreasonable to fulfil; and
- h. How enforcing fulfilment of the maximum term deferral arrangement would only deepen the seriousness of applicant's financial hardship and critically impact their ability to provide for the basic living necessities (food, accommodation, clothing, medical treatment) of the applicant and dependents.

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- Demonstrate and provide evidence for financial hardship and circumstances (see section 4.4 – Evidence of Financial Hardship);
- Describe the type of assistance sought, being:
 - Postponing rate payments (a deferral arrangement);
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- 4.10 Applications for deferral arrangements must be decided by:
- c. For amounts less than \$2,500: Director Corporate Services or General Manager;
or
 - d. For amounts of \$2,500 or greater: General Manager.
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5. Legislation & Related Council Policies

Local Government Act 1993, Part 9 – Rates and Charges, particularly:

- Section 86A – General principles in relation to making or varying rates
- Sections 125-127 – Postponement of payment
- Section 128 – Late payments
- Section 129 – Remission of rates

COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020

Meander Valley Council Policy 77 Rates and Charges

6. Responsibility

Responsibility for the operation of this policy rests with the General Manager

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

77/2020 REVIEW OF BUDGETS FOR THE 2019-20 CAPITAL WORKS PROGRAM

1) Recommendation

It is recommended that:

a) Council approves the following project budget changes to the 2019-20 Capital Works Program:

Project Name	Current Budget	Proposed Budget Variation	Revised Budget
Warners Creek Bridge Reconstruction - Sugarloaf Road	\$240,000	-\$36,000	\$204,000
Brady Creek Tribulet Bridge Reconstruction - Maloneys Road	\$190,000	-\$73,000	\$117,000
Chittys Creek Bridge Reconstruction - Barbers Road	\$190,000	-\$62,000	\$128,000
Reids Creek Bridge Reconstruction - Rayey Road	\$235,000	-\$129,000	\$106,000
Meander Valley Road Upgrade, Town Entrance Improvements - Westbury	\$250,000	\$100,000	\$350,000
Meander Valley Road Upgrade, Town Entrance Improvements - Carrick	\$180,000	\$25,000	\$205,000
Osmaston Road Reconstruction (Mary St to Cluan Road & at Golf Course)	\$715,000	\$70,000	\$785,000
Mt Leslie Road Prospect Vale - Widening and Safety Improvements	\$215,000	\$112,000	\$327,000
Beefeater St (South) Deloraine - New Stormwater Drainage	\$0	\$13,000	\$13,000
Meander Hall Playground - New Swing	\$0	\$8,500	\$8,500

b) Council notes that while individual project budgets have varied there will be no overall change to Council's budget position due to additional funds received for the Capital Works Program.

DECISION:

Cr Kelly moved and Cr Cameron seconded *“that:*

- a) Council approves the following project budget changes to the 2019-20 Capital Works Program:**

Project Name	Current Budget	Proposed Budget Variation	Revised Budget
Warners Creek Bridge Reconstruction - Sugarloaf Road	\$240,000	-\$36,000	\$204,000
Brady Creek Tribulet Bridge Reconstruction - Maloneys Road	\$190,000	-\$73,000	\$117,000
Chittys Creek Bridge Reconstruction - Barbers Road	\$190,000	-\$62,000	\$128,000
Reids Creek Bridge Reconstruction - Rayey Road	\$235,000	-\$129,000	\$106,000
Meander Valley Road Upgrade, Town Entrance Improvements - Westbury	\$250,000	\$100,000	\$350,000
Meander Valley Road Upgrade, Town Entrance Improvements - Carrick	\$180,000	\$25,000	\$205,000
Osmaston Road Reconstruction (Mary St to Cluan Road & at Golf Course)	\$715,000	\$70,000	\$785,000
Mt Leslie Road Prospect Vale - Widening and Safety Improvements	\$215,000	\$112,000	\$327,000
Beefeater St (South) Deloraine - New Stormwater Drainage	\$0	\$13,000	\$13,000
Meander Hall Playground - New Swing	\$0	\$8,500	\$8,500

- b) Council notes that while individual project budgets have varied there will be no overall change to Council's budget position due to additional funds received for the Capital Works Program.**

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

**78/2020 2019-20 ANNUAL PLAN – QUARTERLY REVIEW –
MARCH 2020**

1) Recommendation

It is recommended that Council receive and note the Annual Plan review for the March 2020 quarter as attached.

DECISION:

Cr King moved and Cr Kelly seconded ***“that Council receive and note the Annual Plan review for the March 2020 quarter as attached.”***

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



Meander Valley Council
Working Together

2019-2020

ANNUAL PLAN


Community
Vision



Community
Strategic Plan



Annual Plan



Our six future directions:

**A sustainable natural
& built environment**

A thriving local economy

**Vibrant & engaged
communities**

**A healthy & safe
community**

**Innovative leadership
& community governance**

**Planned infrastructure
services**



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Annual Plan Overview

Our Annual Plan must state the manner in which we will meet the goals and objectives of our Strategic Plan. The Annual Plan outlines the programs and services Council intends to deliver throughout the financial year. Preparation of the Annual Plan is informed by the strategic objectives of the Meander Valley Community Strategic Plan 2014 to 2024, the activities required to undertake the day-to-day operations and the management of regulatory responsibilities.

This document is important as a key strategic focal point for the organisation’s departments and is used as an integral part of the Council’s corporate reporting system to the Councillors and the community.

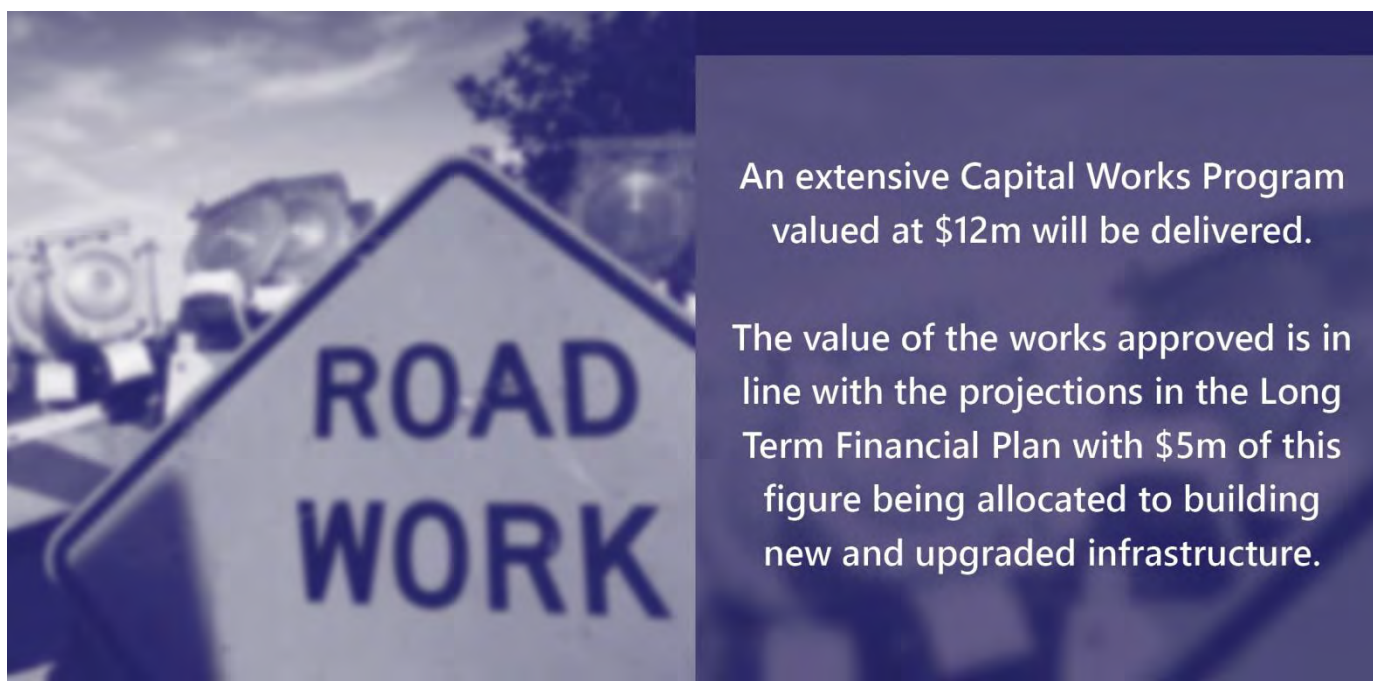
Link to Community Strategic Plan 2014 to 2024

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



The coming year will see Council deliver the following projects –

- Completion of Westbury Recreation Ground Change Rooms Upgrade
- Implementation of Waste Management Strategy Action Plan
- Completion of Urban Stormwater System Management Plans
- Upgrade of Railton Road
- Upgrade of Council Chambers
- Rehabilitation of Osmaston Road
- Replacement of six Rural Bridges
- Upgrade of Meander Valley Performing Arts Centre Foyer



An extensive Capital Works Program valued at \$12m will be delivered.

The value of the works approved is in line with the projections in the Long Term Financial Plan with \$5m of this figure being allocated to building new and upgraded infrastructure.

Rates and Charges

The following rates and charges will apply for 2019-20:

General Rate	All rateable properties are applied a General Rate of 5.682 cents in the \$ of AAV with a minimum charge of \$170.
Waste Management	For properties without a kerbside collection service the charge is \$56. For each separate service where kerbside garbage and/or green-waste and recycling collection is provided the charge is \$184 for the standard collection of one 80L mobile garbage bin and one mobile recycling bin or \$210 for the extra capacity collection of one 140L mobile garbage bin and one mobile recycling bin or \$364 for one 240L mobile garbage and one mobile recycling bin.
Fire Levies	All properties within the municipal area are rated based on the income requirements of the State Fire Commission. Properties within the Launceston Permanent Brigade District are applied a rate of 1.468 cents in the \$ of AAV with a minimum of \$41. Properties within the Volunteer Brigade Districts are applied a rate of 0.373 cents in the \$ of AAV with a minimum of \$41. All other properties are applied a rate of 0.335 cents in the \$ of AAV with a minimum of \$41.
Payment Method	Ratepayers are provided with the option of paying their rates in full, with no discount for early payment, or paying their rates in four approximately equal instalments due on 30 August 2019, 31 October 2019, 31 January 2020 and 31 March 2020.
Penalties for late payment	Any late payment of rates and charges will be subject to daily interest at a rate equivalent to 8.10% per annum (2.2192c per \$100 per day).

Council's Rating Policy No 77 is available on the website www.meander.tas.gov.au

Policy Review

Policy For Review	28 June Audit Panel	30 Sept. Council	30 Sept. Audit Panel	31 Dec. Council	31 Dec. Audit Panel	31 March Council	31 March Audit Panel	30 June Council
Governance								
Policy 49: Media Communications								
Policy 87: Hadspen Urban Growth Area								
Corporate Services								
Policy 45: Information Management								
Policy 71: Investment of Surplus Funds								
Infrastructure Services								
Policy 13: Subdivision Servicing								
Policy 14: Fencing Council Owned Land								
Policy 78: New and Gifted Assets								
Community and Development Services								
Policy 34: Real Estate Advertising Signs (due in August 2018)								
Policy 65: Staged Development Schemes under Strata Titles Act 1998								

Policy 73: Managing Public Appeals									
Policy 89: Undocumented Building Works									
Policy 86: Industrial Development Incentive									
Works	Nil								

Program Activity

Governance

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

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver Annual Plan Responsible Officer: Executive Assistant	5.1	Prepare quarterly review Achieved	Prepare quarterly review Achieved	Prepare quarterly review Achieved	Prepare quarterly review. Prepare 2020/21 Annual Plan
2	Prepare Annual Report & Conduct Annual General Meeting (AGM) Responsible Officer: Executive Assistant	5.6	Complete draft for printing Achieved	Complete report and present at AGM. Advertise and conduct AGM Achieved		
3	Review the Community Strategic Plan 2014 to 2024 Responsible Officer: General Manager	5.1	Complete Project Planning Achieved	Undertake Community Consultation In Progress	Draft updated document completed Deferred	Adopted by Council
4	Investigate the development of a Community Consultation Policy	5.1	Achieved	Workshop with Council Achieved	Prepare Draft Policy Deferred	Adopted by Council

Action Performance Targets

No.	Performance target
2	AGM held and Annual Report adopted by Council
3	Community Strategic Plan reviewed and updated if required
4	Council decision on development of Policy

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

Operational Detail

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

Action Performance Targets

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

Action Performance Targets

N/A

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

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Health and Safety Committee Responsible Officer: Health & Safety Officer	5.6	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting Achieved	Conduct quarterly meeting

Action Performance Targets

No.	Performance target
1	Conduct meetings and implement improvement initiatives

Action Performance Targets

N/A

Directorate	1. Governance	Program number and title	1.4 Other Governance Functions
Program Objective	To provide good governance		
Link to Community Strategic Plan 2014 to 2024	<p>Future direction (2) - A thriving local economy</p> <p><i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment.</i></p> <p><i>2.2 Economic development in Meander Valley is planned, maximising existing assets and investment in infrastructure</i></p> <p><i>2.3 People are attracted to live in the townships, rural and urban areas of Meander Valley.</i></p> <p>Future Direction (6) - Planned infrastructure services</p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p> <p><i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i></p>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Promote investment in Meander Valley to support the growth of identified industry sectors Responsible Officer: General Manager	2.2	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress Achieved	Identify opportunities and report on progress In progress	Identify opportunities and report on progress
2	Signage Strategy Responsible Officer: General Manager	6.1, 6.3		Project Scope Deferred		

Action Performance Targets

N/A

Corporate Services

Directorate	2. Corporate Services	Program number and title	2.1 Financial Services
Program Objective	Responsibly manage the Council's core financial activities		
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance 5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley 5.6 Meander Valley Council is recognised as a responsibly managed organisation		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Raise Rates & Regular Debtor accounts Responsible Officer: Director Corporate Services	5.2	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target
2	Complete State Government Authority returns Responsible Officer: Rates Officer	5.6	Initial State Fire and Treasury pensioner claims and Annual State Fire Levy data return Achieved			Final State Fire and Treasury pensioner claims
3	Issue Section 132 certificates (Property Rates) Responsible Officer: Rates Officer	5.6	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target
4	Arrange annual insurance renewals Responsible Officer: Director Corporate Services	5.6		Crime Insurance (Fidelity Guarantee renewal) Achieved		Annual insurance renewals incl. Public Liability, Property & Workers Comp.
5	Reconciliation of Control Accounts Responsible Officer: Senior Accountant	5.2	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target Achieved	Achieve activity performance target

Action Performance Targets

No.	Performance target
1	<ul style="list-style-type: none">▪ Issue Rates notices before 31st August 2019▪ Issue Sundry Debtor notices within 10 working days of receipt of request
3	<ul style="list-style-type: none">▪ Issue 98% of Section 132 Certificates within 3 working days of entry of request
5	<ul style="list-style-type: none">▪ Reconcile rates, sundry debtor and creditors control accounts within 10 working days of the month end▪ Reconcile Payroll within 5 working days of processing

Directorate	2. Corporate Services	Program number and title	2.2 Financial Management and Reporting
Program Objective	To comply with statutory requirements for Local Government Finance, State and Federal Taxation and to provide meaningful reports for internal financial management		
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance 5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan 5.2 Long term financial planning and asset management underpins the ongoing viability of Meander Valley 5.3 Evidence based decision-making engages the community and is honest, open and transparent 5.6 Meander Valley Council is recognised as a responsibly managed organisation		

Operational Detail

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

6	Monitor Council's short-term expenditure commitments & invest funds in accordance with Council's Investment Policy Responsible Officer: Senior Accountant	5.2	Review cash flow weekly Achieved	Review cash flow weekly Achieved	Review cash flow weekly Achieved	Review cash flow weekly
7	Co-ordinate functions of the Audit Panel Responsible Officer: Director Corporate Services	5.6	Conduct meeting as per Work Plan Achieved	Conduct meeting as per Work Plan Achieved	Conduct meeting as per Work Plan Achieved	Conduct meeting as per Work Plan

Action Performance Targets

No.	Performance target
5	<ul style="list-style-type: none"> ▪ Produce and distribute monthly project expenditure reports ▪ Provide financial reports for September, December and March quarters to Council in Oct 2019, Jan 2020 & April 2020 respectively

Directorate	2. Corporate Services	Program number and title	2.3 Information Technology
Program Objective	Provide reliable and effective information technology services for the organisation		
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance 5.6 Meander Valley Council is recognised as a responsibly managed organisation		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Maintenance & upgrade of IT infrastructure Responsible Officer: IT Officer	5.6	Commence rolling replacement of PC's Achieved	Complete rolling replacement of PC's. Achieved		

Action Performance Targets

N/A

Directorate	2. Corporate Services	Program number and title	2.4 Information Management
Program Objective	Effectively manage and maintain Council's information resources		
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance 5.1 Meander Valley Council programs are regularly reviewed to support the achievement of the Community Strategic Plan 5.6 Meander Valley Council is recognised as a responsibly managed organisation		

Operational Detail

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

Action Performance Targets

N/A

Directorate	2. Corporate Services	Program number and title	2.5 Human Resources
Program Objective	Effectively manage and support Council's human resources		
Link to Strategic Plan	Future Direction (5) - Innovative leadership and community governance 5.4 Meander Valley Councillors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities. 5.6 Meander Valley Council is recognised as a responsibly managed organisation.		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review 2019 Enterprise Agreement Responsible Officer: HR/Payroll Officer	5.6	Review increases and apply across new scale and allowances. Achieved			Review CPI percentage determine increase
2	Performance Review System Responsible Officers: HR/Payroll Officer & Directors	5.4	Coordinate inside employee performance reviews due for completion Achieved		Coordinate inside employee mini reviews & salary reviews due for completion Achieved	Coordinate outside employee performance reviews and salary reviews due for completion
3	Review of documentation including HR Policy manual, employee information manual & LGAT Policies Responsible Officer: HR/Payroll Officer	5.6			Review, update & consolidate draft HR policy manual Achieved	Adopt revised HR policy manual

Action Performance Targets

N/A

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

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Advise elected members of monthly visitation statistics Responsible Officer: Director Corporate Services	2.4	Provide statistics in the Briefing Report Achieved	Provide statistics in the Briefing Report Achieved	Provide statistics in the Briefing Report Achieved	Provide statistics in the Briefing Report

Action Performance Targets

N/A

Infrastructure Services

Directorate	3. Infrastructure Services	Program number and title	3.1 Emergency Services
Program Objective	To build capacity and resilience in the community and ensure Council is prepared to assist with emergency services in the response to emergencies and lead in the recovery		
Link to Community Strategic Plan 2014 to 2024	Future Direction (4) - A healthy and safe community <i>4.4 Prepare and maintain emergency management plans and documents and work with our communities to educate and plan for emergencies.</i>		

Operational Detail

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

Action Performance Targets

No.	Performance target
1	Meetings held
2	Obtain activities report from Deloraine SES and provide information to Council on a 12 monthly basis in Briefing Reports
3	Complete exercise training for MVC officers

Directorate	3. Infrastructure Services	Program number and title	3.2 Transport
Program Objective	To maintain the serviceability and integrity of Council's transport network.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Deliver the bridge inspection and maintenance program Responsible Officer: Senior Technical Officer	6.1, 6.3		Contractor engaged for maintenance works Achieved	Prepare maintenance budget items for 2020-2021 Achieved	Maintenance works completed
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-20 Capital Works Program Responsible Officer: Director Infrastructure	6.1, 6.3	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review
3	Undertake footpath proactive defect inspections Responsible Officers: Director Works & Asset Management Coordinator	6.1			Undertake required inspections Achieved	Undertake required inspections

Action Performance Targets

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

Directorate	3. Infrastructure Services	Program number and title	3.3 Property Services
Program Objective	Operate property services in a safe and effective manner to satisfy public demand.		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (6) - Planned infrastructure services</p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p> <p><i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i></p> <p><i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i></p>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Operate Deloraine Swimming Pool and provide support to community swimming pool at Caveside Responsible Officer: Property Management Officer	6.4, 6.6	Review and extend existing contract Achieved	Undertake pre-opening inspection and required maintenance. Open pool 1 December Achieved	Operate pool to 1 March Achieved	
2	Co-ordinate building maintenance – general, reactive and programed Responsible Officer: Property Management Officer	6.1	Undertake required maintenance Achieved	Undertake required maintenance Achieved	Undertake required maintenance Achieved	Undertake required maintenance
3	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-20 Capital Works Program Responsible Officer: Property Management Officer	6.1	Report to program Achieved	Report to program Achieved	Report to program Achieved	Report to program

Action Performance Targets

No.	Performance target
1	Review and document Contractor's compliance with the contract
2	Meet timeframes set out by Conquest
3	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number and title	3.4 Parks & Recreation
Program Objective	To provide and maintain parks and recreation facilities throughout the Local Government Area.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake inspections and condition assessments of all equipment and facilities Responsible Officer: Director Works & Project Manager Infrastructure	6.1, 6.6		Undertake required inspections Achieved	Undertake required inspections Achieved	Undertake required inspections
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-20 Capital Works Program Responsible Officer: Project Manager Infrastructure	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review

Action Performance Targets

No.	Performance target
1	Meet timeframes set out by Conquest. Annual comprehensive inspection completed by December 31
2	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number and title	3.5 Asset Management and GIS
Program Objective	Provision of Asset and GIS services to assist the operations of Council.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.3 The Meander Valley transport network meets the present and future needs of the community and business.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Co-ordinate Asset Management Group and Strategic Asset Management Plan Improvement Plan actions <ul style="list-style-type: none"> - Review Strategic Asset Management Plan - Review Asset Management Plans Responsible Officer: Asset Management Coordinator	6.1, 6.6	Chair meeting and action improvement program Achieved	Chair meeting and action improvement program Achieved	Chair meeting and action improvement program Achieved	Chair meeting and action improvement program
2	Prepare 2020-2021 Capital Works Program and Forward Works Program Responsible Officer: Asset Management Coordinator	6.1, 6.3, 6.6		Update Proposed Projects list Achieved	Prioritise and undertake further design and cost estimation Achieved	Annual program prepared for approval by Council
3	Update asset information including <ul style="list-style-type: none"> - capitalisation of assets in Conquest - undertake building and storm water revaluation Responsible Officer: Asset Management Coordinator	6.1	Capitalisation of assets and recording in Conquest and GIS Achieved	Capitalisation of assets and recording in Conquest and GIS Achieved	Capitalisation of assets and recording in Conquest and GIS Achieved	Capitalisation of assets and recording in Conquest and GIS

Action Performance Targets

No.	Performance target
1	Meetings held
2	To prepare annual Capital Works Program for approval in June Quarter
3	Capitalisation of assets prior to finalisation of 2019-2020 Statutory Reporting.

Directorate	3. Infrastructure Services	Program number and title	3.6 Waste Management and Resource Recovery
Program Objective	To provide adequate, efficient, and affordable waste services within Meander Valley Local Government Area		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Provision of kerbside collection contracts to existing urban areas for waste, recyclables and organics Responsible Officer: Senior Technical Officer	6.6	Manage Contract Achieved	Manage Contract Achieved	Manage Contract Achieved	Manage Contract
2	Provision of landfill, waste transfer stations and resource recovery operations contract Responsible Officer: Senior Technical Officer	6.6	Manage Contract Achieved	Manage Contract Achieved	Implement contract extension or issue new tender for services. Achieved	Manage Contract
3	Provision of hard waste collection Responsible Officer: Senior Technical Officer	6.6		Undertake collection Achieved	Report to Council in Annual Plan Review Achieved	
4	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-2020 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review
5	Operational compliance with Environment Protection Notice for Westbury and Deloraine landfill sites. Responsible Officer: Senior Technical Officer	6.6	Ground and surface water monitoring. Annual Report to EPA Achieved		Ground and surface water monitoring Achieved	

Action Performance Targets

No.	Performance target
1	Supervise and review contract
2	Supervise and review contract. Existing contract to be extended or retendered and approval of new contract by Council by 31 March
3	Report to Council by March 31 on collection results
4	Completion of projects in line with project plan requirements
5	Complete reporting requirements for EPA in line with license requirements

Directorate	3. Infrastructure Services	Program number and title	3.7 Stormwater Management
Program Objective	<p>To minimize the risk of flooding and provide clean water into the region's waterways. Council through the Urban Drains Act and the Local Government (Highways) Act aims to provide piped stormwater networks in line with current local government standards and major stormwater networks (overland flows and roads) capable of meeting a 1% AEP.</p> <p>Water quality is managed through Water Sensitive Urban Design (WSUD) principles where appropriate.</p>		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Develop stormwater system management plans in line with legislation Responsible Officer: Director Infrastructure	6.1				Complete program by 30 June
2	Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-2020 Capital Works Program Responsible Officer: Director Infrastructure	6.1	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review Achieved	Report to program in Annual Plan Review

Action Performance Targets

No.	Performance target
1	Complete all lower risk catchments by June 2020
2	Completion of projects in line with project plan requirements

Directorate	3. Infrastructure Services	Program number & title	3.8 Sustainable Development
Program Objective	Develop sustainable practices within our organisation and community through leading, supporting and encouraging staff, contractors and community to use energy, water and non-renewable resources more productively. Promote and support sustainable economic development initiatives.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (1) - A sustainable natural and built environment <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley</i> Future Direction (2) - A thriving local economy <i>2.2 Economic development in Meander Valley is planned, maximizing existing assets and investment in infrastructure.</i>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Westbury Residential Rezoning Responsible Officer: Senior Strategic Planner	1.1		Rezoning approved Deferred to 30/06		Rezoning approved
2	Undertake projects to support implementation of the Prospect Vale Blackstone Heights structure Plan	1.1				PVBH Specific Area Plan approved
3	Support the progress of land developments including Valley Central and the Hadspen Urban Growth Area Responsible Officer: Sustainable Development Project Manager	2.2	Report in Annual Plan Review Achieved	Report in Annual Plan Review Achieved	Report in Annual Plan Review Achieved	Report in Annual Plan Review

Action Performance Targets

No.	Performance target
1	Complete rezoning process in the December quarter.
2	Progress Westbury Road Activity Centre Project and complete PVBH Specific Area Plan in June quarter.
3	Further feasibility work for the bioenergy project subject to grant funding

Community and Development Services

Directorate	4. Community and Development Services	Program number and title	4.1 Land Use and Planning
Program Objective	To carry out planning duties and prepare policies for the sustainable development of the local government area		
Link to Community Strategic Plan 2014 to 2024	Future Direction (1) - A sustainable natural and built environment. <i>1.1 Contemporary planning supports and guides growth and development across Meander Valley.</i> <i>1.2 Liveable townships, urban and rural areas across the local government area with individual character.</i> <i>1.3 The natural, cultural and built heritage of Meander Valley is protected and maintained.</i>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Process development applications in accordance with delegated authority Responsible Officer: Coordinator Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target
2	Process Planning Scheme Amendments Responsible Officer: Director Community & Development Services	1.1, 1.2, 1.3	Performance Target Achieved	Performance Target Achieved	Performance Target Achieved	Performance Target

Action Performance Targets

No.	Performance target
1	Within Statutory time frames, 100% Conformance
2	Within Statutory time frames, 100% Conformance

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

Operational Detail

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

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

Action Performance Targets

No.	Performance target
1	Issue Building Permits within 7 working days from the date all other permits and documents as required by the Building Act, are received by Council.
2	Notifiable Building works processed in a timely manner
3	Outstanding building completions and illegal works reduced to meet transitional requirements of Building Act 2016
4	Respond to applications within 7 working days
5	Process plumbing permit applications within 7 days of receipt of all information
6	Process notifiable plumbing works within 21 days of receipt of all information

Directorate	4. Community and Development Services	Program number and title	4.3 Environmental Health
Program Objective	Manage Council's statutory obligations in relation to Environmental Protection and Preventative Health		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (1) - A sustainable natural and built environment. <i>1.5 Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.</i></p> <p>Future Direction (4)- A healthy and safe community. <i>4.1 The health and wellbeing needs of all sectors in the community are planned, met and managed.</i> <i>4.3 Public health and safety standards are regulated, managed and maintained.</i></p>		

Operational Detail

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

Action Performance Targets

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

Directorate	4. Community and Development Services	Program number and title	4.4 General Inspector
Program Objective	To carry out statutory responsibilities for the administration and enforcement of the Dog Control Act 2000, Fire Services Act 1979 and the Local Government Act 1993.		
Link to Community Strategic Plan 2014 to 2024	Future direction (4) - A healthy and safe community. <i>4.3 Public health and safety standards are regulated, managed and maintained.</i>		

Operational Detail

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

Action Performance Targets

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

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

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review and implement NRM strategies Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Review and prioritize Council based activities Achieved	Implement activities Achieved	Implement activities Achieved	Implement activities
2	Monitor and assess implementation of the Town Common Management Plan Responsible Officer: NRM Officer	1.3, 1.4, 1.6	Performance target Achieved	Performance target Achieved	Performance target Achieved	Performance target

Action Performance Targets

No.	Performance target
1	Complete actions within timeframes and within budget
2	Consistent with management plan

Directorate	4. Community and Development Services	Program number and title	4.6 Community Development
Program Objective	Working with the community for the benefit of all		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (3) - Vibrant and engaged communities.</p> <p><i>3.1 Creativity and learning are art of daily life across the communities of Meander Valley.</i></p> <p><i>3.2 Successful local events enhance community life.</i></p> <p><i>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</i></p> <p>Future Direction (4) - A healthy and safe community.</p> <p><i>4.1 The health and wellbeing needs of all sectors of the community are planned, met and managed.</i></p> <p><i>4.3 Public health and safety standards are regulated, managed and maintained</i></p>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Facilitate the operation of Council Community Forums Responsible Officer: Community Development Manager	3.4, 4.1.	Conduct Forum and report outcomes Achieved	Conduct Forum and report outcomes Achieved	Conduct Forum and report outcomes Achieved	Conduct Forum and report outcomes
2	Deliver the Community Grants Program Responsible Officer: Community Development Manager	3.1, 3.2, 3.4, 4.1.	Acquit Round 1 and advertise Achieved	Acquit Round 2 and advertise Achieved	Acquit Round 3 and advertise Achieved	Acquit Final Round and advertise Conduct Grants Information Forum
3	Conduct GWTTA Art Exhibition Responsible Officer: Community Development Manager	3.1, 3.2	Establish event, promotion and procedures Achieved	Promote participation Achieved	Conduct exhibition Achieved	Review exhibition
4	Conduct a Festival of Small Halls concert Responsible Officer: Community Development Manager	3.1, 3.2,	Establish event venue, format and partnership Achieved	Promote event and sell tickets Achieved	Conduct event Achieved	Review event outcomes
5	Produce a user-friendly Event Management Guide Responsible Officer: Community Development Manager	3.2, 4.1, 4.3	Draft Guide Achieved	Launch Guide In Progress		

Action Performance Targets

Meander Valley Council 2019-20 Annual Plan – March Quarter

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

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

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Conduct School Holiday Program Responsible Officer: Community Officer	3.1, 3.2, 3.3, 3.4, 3.5, 4.1, 4.2	Conduct and report Achieved		Conduct and report Achieved	Conduct and report. Evaluate overall outcomes
2	Conduct Stepping Stones Camps Responsible Officer: Community Officer	3.1, 3.3, 3.4, 4.1, 4.2.		Conduct and report Achieved	Conduct and report Achieved	Conduct and report. Evaluate overall outcomes
3	Conduct 'National Youth Week' Event Responsible Officer: Community Officer	3.1, 3.2, 3.5, 4.1.			Prepare and advertise event Deferred	Conduct event and report outcomes
4	Conduct Youth Liaison workshop with Council Responsible Officer: Community Officer	3.4, 3.5	Prepare, conduct workshop and report outcomes Achieved			

Action Performance Targets

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

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

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Review of Sport and Recreation Plan Responsible Officer: Recreation Coordinator	1.1, 4.1, 4.2, 6.1, 6.4	Draft Final Plan In Progress	Seek endorsement of Plan Achieved	Report on progress Achieved	Report on progress
2	Implement promotion and marketing of indoor recreation facilities to current and prospective users Responsible Officer: Recreation Coordinator	3.5, 4.1, 4.2, 6.4.	Promote facilities Achieved	Promote facilities Achieved	Promote facilities In Progress	Review and assess promotion strategies
3	Produce a User Guide for individual indoor facilities Responsible Officer: Sport Facility & Development Officer	4.1,4.2, 6.4	Draft Guide format Deferred	Complete Guide In Progress	Report on progress In Progress	

Action Performance Targets

No.	Performance target
1	Plan endorsed and progress reported
2	Promotion implemented and progress reviewed
4	Guides produced and progress reported

Directorate	4. Community and Development Services	Program number and title	4.10 Business Engagement
Program Objective	Working with the small business community to increase participation, innovation and partnership		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (2) – A thriving local economy</p> <p><i>2.1 The strengths of Meander Valley attract investment and provide opportunities for employment</i></p> <p><i>2.3 people are attracted to live in the townships, rural and urban areas of Meander Valley</i></p> <p><i>2.4 A high level of recognition and demand for Great Western Tiers products and experiences</i></p> <p><i>2.5 Current and emerging technology is available to benefit both business and community</i></p> <p>Future Direction (3) - Vibrant and engaged communities.</p> <p><i>3.2 Successful local events enhance community life</i></p> <p><i>3.3. Education and training opportunities are available to everyone across the local government area</i></p>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Establish a Small Business Directory Responsible Officer: Business Engagement Officer	2.1, 2.3, 2.4, 2.5,	Present at Council workshop Deferred	Launch Directory site with promotion strategy Achieved	Report on progress Deferred	Report on progress
2	Produce a regular Small Business Bulletin Responsible Officer: Business Engagement Officer	2.1, 2.4, 2.5, 3.3	Compile and distribute Achieved	Compile and distribute Achieved	Compile and distribute Deferred	Compile and distribute
3	Support the establishment of a 'Chamber of Commerce' for Meander Valley Responsible Officer: Business Engagement Officer	2.1,2.2. 2.3,2.4,2.5, 3.2,3.3,	Report on progress Achieved	Report on progress Achieved	Report on progress Deferred	Report on progress

Action Performance Targets

No.	Performance target
1	Directory established and promoted
2	Bulletin established and distributed
3	Chamber of Commerce progressed

Works

Directorate	5. Works	Program number and title	5.1 Roads
Program Objective	To construct and maintain a safe and effective road network to meet the needs of road users and the community.		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (6) - Planned infrastructure services</p> <p><i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p> <p><i>6.3 The Meander Valley transport network meets the present and future needs of the community and business</i></p> <p><i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i></p>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake maintenance works that achieve the Program Objective Responsible Officer: Works Supervisors & Works Officers	6.1, 6.3, 6.6	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review
2	Plan and deliver capital work projects Responsible Officer: Works Director, Works Supervisors & Works Officers	6.3, 6.6	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review Achieved	Report to Annual Plan Review

Action Performance Targets

No.	Performance target
1	Provide Customer Service Request statistics and budget updates in Briefing Report
2	Provide program, project and budget updates in Briefing Report

Directorate	5. Works	Program number and title	5.2 Urban Storm water
Program Objective	To provide and maintain an effective urban storm water drainage system.		
Link to Community Strategic Plan 2014 to 2024	<p>Future Direction (6)- Planned infrastructure services</p> <p>6.1 <i>The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i></p> <p>6.5 <i>Storm water and flooding cause no adverse impacts.</i></p> <p>6.6 <i>Infrastructure services are affordable and meet the community's needs into the future</i></p>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake maintenance works that achieve the Program Objective Responsible Officer: Works Supervisors & Works Officers	6.1, 6.5, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review
2	Plan and deliver capital work projects Responsible Officer: Works Director, Works Supervisors & Works Officers	6.1, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review

Action Performance Targets

No.	Performance target
1	Provide Customer Service Request statistics and budget updates in Briefing Report
2	Provide program, project and budget updates in Briefing Report

Directorate	5. Works	Program number and title	5.3 Parks, Reserves, Sports Grounds and Cemeteries
Program Objective	To ensure that Councils parks, reserves, cemeteries and sports grounds are suitably maintained to provide a safe, clean and inviting experience to community and sporting organisations.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake maintenance works that achieve the Program Objective Responsible Officers: Works Supervisors and Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review
2	Plan and deliver capital work projects Responsible Officer: Works Director, Works Supervisors & Works Officers	6.1, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review

Action Performance Targets

No.	Performance target
1	Provide Customer Service Request statistics and budget updates in Briefing Report
2	Provide program, project and budget updates in Briefing Report

Directorate	5. Works	Program number and title	5.4 Toilets, Street Cleaning and Litter Collection
Program Objective	To ensure public toilets and streets are presented in a clean and tidy condition and meet the needs of the community.		
Link to Community Strategic Plan 2014 to 2024	Future Direction (6) - Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.4 Open space, parklands, recreation facilities, cemeteries and public buildings are well utilized and maintained.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i>		

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Undertake maintenance works that achieve the Program Objective Responsible Officers: Works Supervisors & Works Officers	6.1, 6.4, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review

Action Performance Targets

No.	Performance target
1	Provide Customer Service Request statistics and budget updates in Briefing Report

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

Operational Detail

No.	Actions and Tasks	Strategic Plan Reference	Complete by 30/9	Complete by 31/12	Complete by 31/3	Complete by 30/6
1	Manage plant to achieve the Program Objective Responsible Officers: Works Director and Works Supervisors	6.1, 6.6			Complete major plant annual review Achieved	
2	Undertake plant purchases in accordance with the approved budget Responsible Officer: Works Director	6.1, 6.6	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review Achieved	Report to Annual Plan review

Action Performance Targets

No.	Performance target
1	Review plant utilization and hire rates, and update 10 year Plant Replacement Program
2	Provide program, project and budget updates in Briefing Report

Public Health Goals and Objectives

Meander Valley Council is committed to protecting and promoting the health of its residents and visitors. The Council's Environmental Health team and General Inspector is responsible for ensuring the statutory obligations under the Public Health Act 1997, Environmental Management and Pollution Control Act 1994, Food Act 2003, Dog Control Act 2000 and Local Government Act 1993 are met. As part of Meander Valley's public health goals and objectives, in 2019-20 the Health and Compliance Department will seek to:

- Review the public health statement/report provided in the Annual Report;
- Improve public awareness with regards to responsible dog ownership and the provisions of our Dog Management Policy;
- Improve public awareness with regards to wood smoke and Burn Brighter initiatives;
- Undertake Immunisation programs in the local schools;
- Conduct food handling training for local food businesses and community groups
- Ensure on site waste water treatment systems are installed in accordance with regulations
- Monitor water quality at public recreation sites

Budget Estimates

	2018-19	2019-20
Revenue		
Rate Revenue	12,465,800	12,966,400
Fees and User Charges	1,228,300	1,255,000
Contributions and Donations	46,500	51,500
Interest	785,400	835,600
Grants and Subsidies	4,602,400	4,441,200
Other Revenue	736,500	748,700
Total Operating Revenue	19,864,900	20,298,400
Operating Expenditure		
Employee Costs	6,659,300	6,798,100
Maintenance and Working Expenses	6,409,300	6,427,500
Borrowing Costs	236,500	266,000
Depreciation	5,135,500	5,088,000
Payments to Government Authorities	1,192,000	1,264,900
Other Payments	274,700	286,800
Total Operating Expenditure	19,907,300	20,131,300
Underlying Surplus/(Deficit)	204,400	167,100
Net Operating Surplus/(Deficit)including capital and abnormal items	2,657,700	1,900,300
Capital Expenditure	13,753,100	11,978,100
Repayment of Loans	-	-
Asset Sales	216,000	216,000
Closing Cash Balance	15,899,100	15,767,800
Net Assets	295,743,892	295,910,992

ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor Sherriff moved and Councillor King 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.”***

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

Council moved to Closed Session at 5.24pm

79/2020 CONFIRMATION OF MINUTES

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

80/2020 LEAVE OF ABSENCE

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

81/2020 APPEAL 17/20P TO PLANNING APPLICATION REFUSAL PA\20\0077 - 87 FIVE ACRE ROW, WESTBURY – SUBDIVISION (4 LOTS)

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

Council returned to Open Session at 5.37pm

DECISION FOR PUBLIC INFORMATION

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

Appeal 17/20p to Planning Application Refusal Pa\20\0077 - 87 Five Acre Row, Westbury – Subdivision (4 Lots)

“that Council resolves to authorise the General Manager to sign the consent memorandum at Attachment A on behalf of the Planning Authority that seeks the following orders from the Tribunal for Appeal 17/20P:

- 1. That the decision of the Meander Valley Council made on 11 February 2020 to refuse planning approval for planning application PA\20\0077 (Subdivision (4 Lots) of 87 Five Acre Row, Westbury, CT 232123/22) be set aside and substituted with a decision to grant planning approval.***
- 2. That the Meander Valley Council be directed to issue a permit for planning application PA\20\0077 subject to the conditions and advice annexed hereto and marked “Annexure A” of the consent memorandum.***
- 3. That each party bear their own costs of and incidental to this appeal.”***

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

Comment by Cr Tanya King

Given the original decision of Council to deny the subdivision, tinkering with lines on a page to accommodate established trees is a poor compromise.

Subdivision of Westbury lifestyle blocks is not in keeping with the amenity and these applications are a greedy grab for short term financial gain. I have never supported these subdivisions nor the planning scheme amendments to allow them.

Additionally, leaving large trees on what will now be smaller blocks will likely cause more problems in future as people purchase and then try to build compliant buildings.

The meeting closed at 5.37pm.

.....
Wayne Johnston
Mayor