



Meander Valley Council
Working Together

ORDINARY MINUTES

COUNCIL MEETING

Tuesday 21 January 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 January 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

APOLOGIES

Nil

IN ATTENDANCE

Jonathan Harmey, Acting General Manager
Executive Assistant, Merrilyn Young
Justin Marshall, Acting Director Corporate Services
Matthew Millwood, Director Works
Lynette While, Director Development & Community Services
Jo Oliver, Senior Strategic Planner
Patrick Gambles, Community Development Manager
Marianne MacDonald, Communications Officer

1/2020 CONFIRMATION OF MINUTES

Councillor Sherriff moved and Councillor King seconded, ***“that the minutes of the Ordinary Meeting of Council held on Tuesday 10 December 2019, 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.

2/2020 COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING

| Date | Items discussed: |
|------------------|---|
| 17 December 2019 | <ul style="list-style-type: none">• 100 Day Challenge Outcomes• Westbury Recreation Ground Building Upgrades• LGAT 21st Century Council Project• Community Consultation Policy• State Government's Public Meeting Outcomes• Meander Falls Road Feasibility Study• Recruitment of Business Engagement Officer |

3/2020 ANNOUNCEMENTS BY THE MAYOR

16 December 2020

Meeting with Minister Elise Archer - Westbury

17 December 2020

Council Workshop – Westbury

9 January 2020

Festival of Small Halls – Mole Creek

4/2020 ANNOUNCEMENTS BY COUNCILLORS

Councillor Frank Nott

The Community Garden at Hadspen was launched on Tuesday 17 December. Neighbourhood Watch Area Co-ordinator Mrs Gerry Bartley was responsible for gaining sponsorship from Michael Ferguson MHA. Mrs Bartley was the driving force for this project in the bull Run Park at Hadspen. When Mayor Johnston was unable to attend Councillor Andrew Sherriff represented the Mayor. On Thursday 9 January I called in to see how the garden was faring and took some photos. While I was there Geoff Bartley came out to water the plants in the garden boxes. He also indicated the bench seat adjacent to the garden was put in position earlier in the day and the work shed was to be assembled and put in place shortly.

Can I commend Mrs Gerry Bartley on her initiative and to Geoff Bartley and his crew of helpers for the ongoing work, watering and maintenance.

5/2020 DECLARATIONS OF INTEREST

Nil

6/2020 TABLING AND ACTION ON PETITIONS

Nil

7/2020 PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – DECEMBER 2019

1.1 Mr Ian Mackenzie, Bracknell

- (a) There are 3 planning applications within this agenda today in regards to low cost camping in 3 different communities, could council please provide details on the community consultation process undertaken for each application?

Response by Jonathan Harmey, Acting General Manager

Bracknell

- ***Planning application for Louisa Street, Bracknell (PA\19\0199) advertised 27 July 2019 inviting written representations***
- ***Planning Application displayed on Council's website 27 July 2019***
- ***Planning Application displayed at Council offices***
- ***Planning notice displayed on-site***
- ***Meeting with interested community members, elected members and Council employees at the Bracknell Football Club 24 October 2019***
- ***A large number of emails, phone calls and meetings between community members, elected members and Council employees***

Deloraine

- ***Planning application for Racecourse Drive, Deloraine, (PA\20\0113) advertised 25 November 2019 inviting written representations***
- ***Planning Application displayed on Council's website 25 November 2019***
- ***Planning Application displayed at Council offices***
- ***Planning notice displayed on-site***
- ***Discussions with local community group that operates a camping business***
- ***A number of emails, phone calls and meetings between community members and Council employees***

Westbury

- **Meeting with adjoining property owners, elected members and Council employees at the Westbury Recreation Ground 26 March 2019**
- **Planning application for Franklin Street, Westbury (PA\20\0018) advertised 14 September 2019 inviting written representations**
- **Planning Application displayed on Council's website 14 September 2019**
- **Planning Application displayed at Council offices**
- **Planning notice displayed on-site**
- **A number of emails, phone calls and meetings between community members, elected members and Council employees**

2. PUBLIC QUESTIONS WITH NOTICE – JANUARY 2020

2.1 Mr Ian Mackenzie, Bracknell

- (a) The return advice from DPIWE to council on the 19 July 2018 was that Camping at Bracknell River Reserve was "not permitted" but when asked "where that was stated as I will be asked" by the director of council, the officer from parks replied "It does not exclusively specify that camping is not permitted but it not likely to fall under the permitted purpose" within the lease, why wasn't it mentioned here that this had been a camp site for over 40 years?

Response by Jonathan Harmey, Acting General Manager

The quotation is part of advice we received from the State Government representative in 2018. It was one of a number of discussions with the State Government regarding the land that Council leases from them. Both the State Government representative and Council representative were aware of the way the property was being used.

- (b) The original lease dated 22 October 2001 the permitted purpose was recreational activities. "Recreational activities" is defined in the Crown Lands Regulations 2011 *Division 3 - Recreational activities- section or sub section 16. Camping (1) The managing authority may establish designated camping areas in any public reserve. The management authority was council. Councillor Synfield and I argued at that time that camping was permitted within the original lease, an email received on Wednesday 29th August from Mr Gill agrees with our interpretation that camping was permitted within that lease. It was also stated by Mr Gill that we would use the legislative argument if Parks were unwilling to change the lease. This application could have been prevented, why wasn't this advice from Parks in regards to the camping not permitted or not likely to fall under the permitted purpose, challenged or argued against the legislation by council?*

Response by Jonathan Harmey, Acting General Manager

Working with the State Government to achieve an amendment to the lease was considered a simpler and quicker action to complete rather than mounting a legal challenge to the validity of advice received from the State Government (the land owner) at the time.

- (c) Was that Parks officer aware of any prior camping on this site and the existing use rights, when she provided the advice on the 19th July, would that advice been different if had she been aware and is a planning permit a requirement of this new lease?

Response by Jonathan Harmey, Acting General Manager

The officer was verbally advised that camping had been occurring on the site. The matter of existing use rights was not part of the discussion. The lease includes "that the Lessee covenants with the Minister to punctually comply with the requirements of all laws, by-laws, regulations and other requirements of Federal, State or local authority which affect the premises in any way."

- (d) In the past 20 years how many times has the public toilets at the Bracknell River Reserve failed except flooding as that's not a system failure and released effluent into the river system or on adjacent land?

Response by Jonathan Harmey, Acting General Manager

Council is not aware that the on-site wastewater system at the Bracknell River Reserve has failed to the extent that effluent has been released into the river system or onto adjacent land in the past 20 years. It is noted that Council staff identified, during routine visits to the Reserve in December 2015, that the absorption area was showing signs of failure which included seepage onto the surrounding area. Council engaged an on-site wastewater designer in January 2016 to undertake an assessment of the site and provide a design report for the upgrade of the on-site wastewater system. A Special Plumbing Permit was applied for and issued in September 2016 and the new system was installed in October 2016.

- (e) It was mentioned by the Directed of D and CS at the Bracknell camping meeting that the number of camp sites 10 where calculated by the geographic market area and the proposed total number of non-powered sites provided at this site at Bracknell is well below that 10% of the total number of non-powered camping sites within the geographical market area. Is it possible to have more low cost camping sites than the 10% of geographical market, as long as there is evidence of net public benefits?

Response by Jonathan Harmey, Acting General Manager

The number of sites was calculated by seeking a balance of space for camping and continuing to provide for use by local community members. This includes passive recreation such as walking, dog walking, fishing, bbq's etc. In addition, the figure was aimed to be within the limits of not more than 10% of the total non-powered camping sites within 60km of the site. The number of sites recommended in the planning application in December (which was refused in December 2019) was designed to provide a safe and controllable number of spaces that do not exceed what would be considered as existing in the past.

- (f) As this application has been unchanged from first being presented, apart from the great supper, what was the point and purpose of the Bracknell Camping Community meeting?

Response by Jonathan Harmey, Acting General Manager

Council conducted a meeting with a number of Bracknell community members at the Bracknell Football Club on 24 October 2019. This was an opportunity for Council to provide information, all parties to discuss their thoughts around the use of the Bracknell reserve area, their background at the site and their arguments for and against various uses. We received a number of questions around the use of the site. Mr Mackenzie asked a number of questions along with around nine (9) other people present. I was contacted by some attendees following the meeting to express their thanks which indicates that the meeting was of benefit.

- (g) What was the cost to council to hold the public meeting at Bracknell i.e. staff wages, councillor time and staff time, meeting notes administration and dissemination?

Response by Jonathan Harmey, Acting General Manager

Council conducted a meeting with interested parties at Bracknell in October (see previous question). The employee cost would be below \$300 with the Acting General Manager, Director Community and Development Services and elected members donating their time.

- (h) Its states in this planning application that the lease with the crown allows for RV camping only at a maximum of ten sites is this planning permit a requirement of the new lease to allow camping?

Response by Jonathan Harmey, Acting General Manager

The planning application in December (which was refused in December 2019) was designed to make the permitted use of the leased property to be in line with the conditions of the lease from the State Government.

- (i) In regards to the response given in the report to objection 1 B, the site has current existing use rights which is for the whole site. This application is only for a portion of the site. Does this mean that Bracknell still retains the existing use rights for the remainder of the site?

Response by Jonathan Harmey, Acting General Manager

The lease is for the whole site. The planning application applied (which was refused in December 2019) to the whole title with restriction of camping to the northern area of the land as identified in that planning application.

1.2 Helen Hutchinson

- (a) I recently attended a very well prepared and presented forum on fire management in Deloraine. The contribution of both the TFS and the council staff gave me confidence that the risk of severe, extreme and catastrophic fires during the summer period was well understood and that measures were in place to confront these situations. However, the issue re fuel reduction burns addressed in the TFS booklet Managing Fuels for Safer Communities specifically says that many areas of the state has vegetation that is NOT suitable for fuel reduction burns.

Do Councillors know that these areas include rainforest, wet eucalypt forests and alpine vegetation, just the kind of vegetation that exists in the TWWHA?

Response by Jonathan Harmey, Acting General Manager

Council's elected members have been provided with the comments.

- (b) Following the response to my question about Council workshops, I believe that these workshops are a kind of committee of the whole council. In the November workshop 16 items were discussed. If these had been discussed by committees they would have been minuted. According to the MVC Community Strategic Plan 'transparent decision-making' is valued as part of leadership and community governance.

In the interests of transparency and openness will the MVC take and make publicly available the minutes of future workshops?

Response by Acting General Manager, Jonathan Harmey
Council does not record formal minutes of Council Workshops and do not plan to commence this process.

- (c) I also attended a very interesting community consultation arranged by the MVC at the Dairy Plains Hall. I understood that notes had been taken at this event which would be available to attendees.

Where would I find these notes, and if all community consultations have similar recorded notes, where are these available?

Response by Jonathan Harmey, Acting General Manager
Council distributes the notes to attendees that provide their email address at the quarterly community forums. This is advised at the forums. Council would be happy to provide copies upon request by contacting the Westbury Offices or the Community Development Manager directly.

- (d) People would be forgiven for thinking that trees are causing our bushfires when science tells us that we are doing this ourselves by continuing to use coal, oil and gas, increasingly heating and drying the atmosphere, the oceans and the earth. We are in a happy place where public transport can move most people in cities, but in rural areas we must rely on other transport.

In the interest of reducing carbon emissions will the Meander Valley Council begin a program of replacing where possible all council machinery using internal combustion engines with machinery using electric engines and batteries.

Response by Jonathan Harmey, Acting General Manager
Council does not have any current plans to replace, where possible, all council machinery using internal combustion engines with machinery using electric engines and batteries. We will continue to monitor available technology and incorporate the use of alternative energy efficient technology where appropriate.

- (e) I commend Councillor Temple for his motion on the Climate Emergency. Other councils around Australia are trying to provide energy security from power failure resulting from storms, flood and fire, by either setting up community energy systems such as community owned wind turbines, or by assisting households to buy solar panels, solar hot water systems and home battery systems.

Is the Meander Valley Council considering doing one or all of these things to assist with energy security?

Response by Jonathan Harmey, Acting General Manager
Council is not currently considering setting up community energy systems or providing council's funds for private household solar panels, solar hot water systems and home battery systems.

3. PUBLIC QUESTIONS WITHOUT NOTICE – JANUARY 2020

3.1 Helen Hutchinson, Western Creek

My first question relates to a question asked and answered in the December minutes and refers to –

Many areas of the State has vegetation that is NOT suitable for fuel reduction burns. Do Councillors know that these areas include rainforest, west eucalypt forests and alpine vegetation, just the kind of vegetation that exists in the Tasmanian Wilderness World Heritage Area.

And the response was that Councillors have been provided with comments.

Is there any Councillor who is not aware of those provisions in the TFS leaflet?

Response by Mayor Wayne Johnston
Speaking for myself I am aware that not all forests can be managed the same way. I cannot speak for all Councillors but your comments were provided.

My next step would be to ask each individual Councillor by email to respond to me?

Response by Mayor Wayne Johnston
That would be up to the Councillors to respond if they so wish.

3.2 Mark Kolodziej

Can Westbury afford to jeopardise the Valley Central precinct expansion by allowing the prison complex to be built in the proposed location?

Response by Mayor Wayne Johnston
Thank you for your statement.
If Mark can provide a contact number we will pass it on to Councillors for them to contact him.

3.3 Peter Wileman

We know that representatives of the Council and State attended negotiations with Neville Pope of Glen Avon. Did the Council sign the conditional agreement between the State Government and Glen Avon Farms?

Response by Acting General Manager, Jonathan Harmey
Council hasn't been involved in any discussions around the purchase of that land. That would be between the landowner and the State Government to negotiate.

If not, were there any less formal agreements reached in relation to:

- a) The repayment of the Glen Avon debt; or
- b) The adjustment of the easement in Council's favour crossing the proposed prison site?

Response by Mayor Wayne Johnston
We were not part of those meetings or discussions.

3.4 Linda Poulton, Westbury

- a) Why was the Council so interested in land adjacent to the Gatenby land (owned formerly by Craig Gibson) for use as a potential abattoir?

Response by Mayor Wayne Johnston
The discussions at the time were about the State Government looking at another abattoir and looking at getting some Federal funds. Looking at myself at that time as TFGA President prior and when I was Mayor here, we looked at the Valley Central as a central site to position an abattoir. The Federal government in their wisdom actually then decided to provide funds to TQM at the time so that abattoir option faded away. We were talking about a stand-alone abattoir.

3.5 Heather Donaldson, Westbury

Recently in the local media a few letters actually were very damaging to the town of Westbury. A lot of things that were said about Westbury, we were all horrified. I know that Council did choose to put something from there Meander Valley Council Facebook site and I know that Rodney Synfield actually defended Westbury publicly in the media.

I really wanted to ask why Mayor and the other Councillors didn't feel able, or choose, to defend Westbury quite vocally, publicly, widely in The Examiner that actually published those things. Was there a reason?

Response by Mayor Wayne Johnston

I took quite a few phone calls from residents of Westbury when the opinion piece was put in and we did come together as staff to put something out on our Facebook site. It was one person's view of Westbury and there has been a response from Linda, and that is another person's view. I didn't feel it was appropriate to get into a debate in the public media. I have had a discussion with the Editor of the Examiner and I have spoken on-line with Peter Mackenzie. He has come to me with businesses that would quite happily put forward stories and I have then passed them on to the Editor of The Examiner and while you may think publicly we haven't done enough we have been doing something and we haven't sat on our hands and done nothing.

Except that it happened over several days and there was much more than one person.

Response by Mayor Wayne Johnston

Yes, but I guess that is everyone's chance to respond as well and defend their patch and we are the Council for the whole Municipality and I apologise if you think we haven't done enough.

3.6 Emma Hamilton

- a. At the public meeting with Minister Elise Archer on the 16 December, Minister Archer said, while looking over to the section of the hall where Meander Valley Council representatives sat, that she would be working with MVC on the postal survey to include ratepayers that did not live within the Municipality. Will you give us an update on what communication you've had with Department of Justice of Ms Archer's office, including letting us know how many of these ratepayers live outside the Municipality and breakdown of how many are in Tasmania, on the mainland or overseas?

Response by Acting General Manager, Jonathan Harmey

We have received very limited communication. I can't answer a lot of the things you are asking regarding who and where the Consultants for the State Government would be surveying.

The request that Council has had is limited to, could we provide them with assistance with property addresses for Meander Valley residents and obviously

being conscious about confidentiality, but that is the only request which is probably limited to two emails.

- b. So you won't be asking anyone who is a ratepayer that lives outside Westbury to be a part of that survey?

Response by Acting General Manager, Jonathan Harmey

The survey you are talking about is a State Government project and we are not aware of who they will choose to survey. Council has no influence or control over that as it is not Council's survey so we couldn't tell you.

3.7 Carol Firth

Has the Council released information in response to any RTI's about the prison and if so did any of that information identify owners who had submitted an EOI in the municipal area?

Response by Acting General Manager, Jonathan Harmey

Council has had hundreds of requests throughout the journey of the State Government's proposed Northern Prison process to date. I have had 5 of those Customers indicating that they are interested in making and RTI request and for those customers I provide an Active Disclosure around information that they are requesting and the majority of that is public information, ie minutes of meetings etc. I have had 2 formal RTI requests more recently. Those haven't been completed yet, they are in progress and they will be released soon. Neither of those nor any of the Active Disclosures to date, disclose the names or the addresses or the EOI's that you are talking about as they would be considered, as the State Government have found themselves, to be exempt under 3 sections of the RTI legislation.

3.8 Julie Gee

- a) At the AGM last year you confirmed that you had had discussions for pre-selection with the Federal Government. Could you let us know approximately when these were held?

Response by Mayor Wayne Johnston

The discussion on pre-selection actually amounted to two phone calls. One phone call was "am I interested, would I consider" and the second was, "was I interested", to which I replied no.

b) What date was this?

Response by Mayor Wayne Johnston

I couldn't tell you, but it was prior to the election. I actually stated I had become Mayor of Meander Valley and I didn't put my name forward for pre-selection.

3.9 Grace Rock

Is there any formal procedure preventing Councillors from planning their own professional career path?

Response by Mayor Wayne Johnston

No there is no formal procedure.

3.10 Helen Hutchinson, Western Creek

Every State, whether run by the Coalition or Labor, has a net zero carbon emissions target goal (quoted by ABC).

Does the Meander Valley Council have such a goal? If so, what is the target year?

Response by Mayor Wayne Johnston

No Council does not have a target that has been adopted by Council.

3.11 Harvey Gee, Westbury

If this project is so beneficial to be situated against a small village why is it that none of the other Councils want it next to them?

Response by Mayor Wayne Johnstone

The State Government have decided that this is there preferred site.

Can I please dismiss the myth that Dorset Council and Latrobe Council went to the residents and ratepayers and asked their opinion because they actually didn't. I have spoken to the Mayor of Dorset and the Mayor of Latrobe and they didn't go out and actively ask there ratepayers their opinion on a Northern Prison proposal.

Dorset found out they were too far away and didn't meet the requirements and didn't consider it and Latrobe didn't go out as they found out that none of their municipal land suited the requirements.

3.12 Julie Gee, Westbury

George Town is a failing community. They look like losing the smelter at George Town. They don't want the prison, for the very reason that we don't want the prison and yet they have higher unemployment, they need the prison far more than we do. Economically we are a very sound Municipality.

***Response by Mayor Wayne Johnstone
I can't answer for George Town.***

I rang Latrobe Council about that time and I rang all Councils in northern Tasmania and Latrobe Council said the Mayor wanted it.

***Response by Mayor Wayne Johnstone
That's different to what the Mayor told me in December.***

There was an article in the Advocate the next day and there was such uproar in the community, the Council decided they didn't want it, so that's the answer.

***Response by Mayor Wayne Johnstone
That is different to what the Mayor of Latrobe told me.***

3.13 Di Robinson

I have recently found a section of the Meander Valley Gazette when everyone had just been elected as Councillors and I also found the pages of the advertising of the people who were standing for Council.

All the Councillors were saying pre-selection and after selection - we are here to represent you, we are here to listen to you, we are here to take your concerns, we are here to get back to you, we are here to actually convey with you, to work together. I'm sorry, but I really do think you need to step up to the plate just a little bit more because this is not happening at the moment. Every time we ask a question we are told we can't ask question, we are told it is going to be controversial to the actual outcome.

What are the Councillors doing for us? It just isn't happening. So from pre-selection to selection to now with such a huge project that nobody asked us about I think it is quite appalling.

So please can you just step up and represent us a little bit better?

Response by Mayor Wayne Johnston

We are business people, we have our own jobs and family and we are doing the best that we can and we are representing all of the Municipality and we are listening.

3.14 Linda Poulton, Westbury

With reference to S. 20(2) you are required to consult etc. Why will you not hold a community meeting?

Response by Mayor Wayne Johnston

We have a new General Manager commencing on 29 January and when he settles in we will discuss this further.

3.15 Sharon Webb, Deloraine

Is there a microphone at the lecturn available for the public to use?

If people could use it, it would be really handy. The sound in here isn't great, particularly when the person have their backs to you. I would really like to be able to hear the whole thing. If someone is speaking in your direction you can hear them much more clearly but when someone has a quiet voice and have their back to you I would appreciate if you could use the microphone and all Councillors to have their microphones on to.

Response by Mayor Wayne Johnston

Yes there is a microphone available on the lecturn.

The Council meeting adjourned at 4.36pm

The Council meeting resumed at 4.37pm

8/2020 COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – DECEMBER 2019

Nil

2. COUNCILLOR QUESTIONS WITH NOTICE – JANUARY 2020

Nil

3. COUNCILLOR QUESTIONS WITHOUT NOTICE – JANUARY 2020

3.1 Cr John Temple

- a) As I operate a business on Meander Valley Road in Westbury and have had representations from four to five hundred residents against the prison and 15 for the prison I realise that I probably have had a different experience to you and other councillors regarding the proposed prison.

Do you and the council as a whole have any doubt that the majority of Westbury residents, at this time on the information provided, are against the proposed prison?

Response by Mayor Wayne Johnston

No I don't have any doubt at the moment that the majority of the residents in Westbury are against the proposed site of the prison.

- b) Is there any update to my questions b, c, and d. of the 10 December Council meeting?

Since the November Council meeting has Council received any further information on the State Government's Social Impact Study and Economic Impact Study relating to Westbury and the proposed prison?

Response by Acting General Manager, Jonathan Harmey

The Mayor had a meeting with the Minister prior to the Public Meeting, I too sat it on that meeting, where we asked some questions and also made some requests. One of the requests was that the Social and Economic Impact Study be provided as far in advance of any Planning Application as possible if they were going to make an application.

We have reiterated our interest in that information being available to Council and the community as soon as possible if they do choose to make an application.

Has Council given any consideration since December as to how it will verify and assess the information that will be provided within the studies mentioned previously?

Response by Acting General Manager, Jonathan Harmey

On 17 December 2019 Council Workshop we had some brief discussion but not to any extensive length. No update on any change to our position.

Has Council given any consideration as to whether or not it will hire independent consultant/s to assess the social impact benefits and dis-benefits to Westbury which may result from the proposed prison before it considers any application from the State Government?

Response by Acting General Manager, Jonathan Harmey

As Council hasn't received a Planning Application, we have no idea what that planning application could look like. When that information is received or when the State Government choose to engage in a conversation with Council around what our expectations are on a planning application, should they choose to submit one, we will have a better picture on what Council as a whole and individual Councillors will require in order to make an informed decision on that application.

3.2 Cr Rodney Synfield

The following questions all relate to the issue of the selection for a Northern prison. Preamble to first question:

Council passed a motion at its December 2017 Council Meeting which states the following and I quote, "that Meander Valley Council write to the State Government to express interest for a Northern Correctional Centre to be built next to Ashley Detention Centre."

This motion was passed unanimously save for one abstention; which was by me, Councillor Synfield – abstaining in such manner, is counted in the negative.

The reason I voted this way was twofold, firstly, I believed that it was probably problematic co-locating an adult prison in proximity to a juvenile detention centre and secondly I believed that it was appropriate in first instance, to have a more general conversation with the State Government about the general suitability of locating a prison and where that might be, if at all, in the municipality. A discussion regarding same was held in public at that meeting and that reasoning was not supported around the council table on that day and the vote as mentioned was subsequently had.

Council, via the Mayor, subsequently wrote to the Premier on the 15th February 2018 and included in that letter, was the actual wording of the motion passed.

1.
 - (a) Did Council receive a formal response to that letter, as was sent from the Mayor and if so, what was the substance of that reply?

Question taken on Notice

- (b) Has Council passed any subsequent motion that would overturn or depart from the specificity of the motion passed at the December 2017 meeting, as just referred to?

Response by Acting General Manager, Jonathan Harmey

While Council has not passed any motion at a Council Meeting subsequent to that they have provided direction through many council workshops over the course of the last two years.

- (c) If it has not, could Council explain why the former General Manager, Mr Martin Gill, saw fit to engage in and in fact lead a process that at the latest commenced in May of 2018, by way of discussions and meetings with the State Government, or their representatives and went on to include instigating and producing a number of Expressions of Interest submissions in respect of two sites within the municipality?

Response by Acting General Manager, Jonathan Harmey

I can see that there are at least 3 elected members at that time that indicated that they would like the General Manager to do so. The General Manager advised all of the elected members that he would undertake the task of providing information to landowners that had land that could be in a position to put themselves forward to the State Government to be involved in that process. He advised all of the elected members prior to undertaking that task, following that he made contact with a number of landowners in the Municipality to make them aware of the State Government process and inform them of what they could do in order to put their land forward in that process.

- (d) Could Council provide some reasoning, so as to explain then why a significant proportion of the community wouldn't feel totally blindsided by a member of its (Council's) staff having facilitated and been actively involved in a process that has resulted in the Government finding a preferred site in Meander Valley Municipality, other than one associated with the Ashley Juvenile Detention Centre site?

Question taken on Notice

- (e) Given that much has been made of Meander Valley Councillors not being able to express an opinion regarding the merits or otherwise of a Northern prison at the Government's currently preferred site because we may someday act as, indeed may make decisions in relation to said site as a Planning Authority, what would deter the community at large from the possible notion of incredulity or disingenuousness regarding processes to come, when the General Manager of the Council, whom we

Councillors delegate responsibility to or through, for a myriad range of functions, including matters involving planning, has had such a front and centre approach and involvement in selecting the site thus far?

Question taken on Notice

- (f) To follow up the question just made and just to clarify it, it's not about their, that is staff professionalism, it is about perception, what confidence is the community likely to have in the assessment process going forward, in terms of the people likely delegated to assess and provide expertise to the Planning Authority regarding this matter?

Question taken on Notice

- (g) Given that a major role for the Mayor as explicitly stated in Section 27 (h) of the Local Government Act 1993, is to liaise with the General Manager on
 - (i) the activities of the council and the performance and exercise of its functions and powers; and
 - (ii) the activities of the general manager and the performance and exercise of his or her functions and powers in supporting the council; and

that according to Section 62 (g) of the same Act the General Manager is to liaise with the Mayor on the affairs of the council and the performance of its functions and that Section 62 (b) requires the General Manager to implement the decisions of council, at what point, if at all, did the then Mayor, Craig Perkins, become aware of the involvement of the General Manager in assisting the State Government regarding selecting a Northern Prison site, or potential site, other than at Ashley?

Response by Acting General Manager, Jonathan Harmey

In that September/October period 2018, prior to submitting an EOI on behalf of landowners the General Manger was in conversation with the Mayor, the Mayor was aware that the General Manager would be facilitating those discussions between the landowner and the State Government and supported those actions and that's what led to the General Manager making contact with those landowners and in effect that led to two Expressions of Interest being submitted on behalf of the landowners by the General Manager.

So to re-clarify you are saying that date was September 2018?

Response by Acting General Manager, Jonathan Harmey
The discussions I am talking about are September/October 2018. The Mayor was Craig Perkins and the General Manager was Martin Gill.

- (h) When Councillors were sent a copy of the Ministers letter and accompanying documentation, in September of 2018, a Councillor responded at that time by enquiring as to whether a Notice of Motion ought to be brought to Council to enable matters related to this to be dealt with going forward. The response from the then General Manager, Martin Gill in replying thereto, was that he thought it wasn't necessary. Given the matters raised in the previous questions and the obvious distress expressed by a significant section of the community regarding processes related to siting a prison in our area, does Council now think this was good advice?

Question taken on Notice

2. Documentation was received by Meander Valley Council in the week ending 21/9/2018 that included a covering letter from Corrections Minister Elise Archer and also a copy of the application form and related information regarding the State Government's Expression of Interest process into the selection of a site for a Northern Prison. In those documents, it stated - in the section dealing with 'Conditions of Application to the Targeted Expression of Interest Process' in Clause 2.4 - the following in part and I quote "The State reserves the right, at its absolute discretion and at any time and without notice to any Proponent, to:
- (a) Change the structure, procedures and timing of the EOI process or overall process for the Project".

Given that there doesn't appear to have been any public pronouncement of any relevant change of the kind I'm about to raise, has a significant flaw in the process actually occurred, inadvertently or otherwise?

In getting to the matter, I also make mention of the fact those documents in this same "Conditions" section stipulated - in Clause 8.3 under the overall heading of 'Assessment Process' - the following and I quote "The Siting Panel will provide a recommendation to the Minister on a shortlist of proposed sites to be considered for further investigation and assessment by the State."

Given that in the Ministers covering letter just mentioned (said document already in the public domain) it states the following in part and I quote "A key component of the assessment process will be support from the local community. The Government is committed to working with the land owners of the shortlisted sites, the respective local government areas, social services sector and the community to gauge support

and facilitate greater understanding and awareness of the project and the economic and social benefits that it will bring to the local area.”

It is unequivocal that it was talking about multiple sites – this step in the process is clearly missing, the consequences of the failure to apply this step are manifest, manifold and clearly debilitating to many in the community, as most can see. Unless the siting panel were unable to find more than one suitable site in the entire north of the State, then it would appear that simply a serious mistake has been made in the process. Any relevant consideration regarding commercial-in-confidence would not be impacted by the mere fact of that principle having to be applied to multiple sites, any more than it would a single site.

Does Council agree with this assessment? If so, will Council write to the State Government pointing out that just stated and request the flaw in the process be addressed and rectified, forthwith?

Does Council agree with my assessment that a good outcome, including possibly restoring community confidence, can still be achieved even at this point in the process, if the appropriate process regarding site selection were to be followed?

Response by Acting General Manager, Jonathan Harmey

One of your first statements that you made was that the Expression of Interest was from the State Government, the rules of that were outlined by the State Government and the quotes that you provided were quotes from State Government correspondence and if you have concerns regarding those I would encourage you to discuss that with the State Government and they have selected the preferred site and that would be their decision.

That’s not my question, my question is does Council agree with that, and will Council, not me, will Council approach Statement Government regarding the missed step in the process?

Response by Acting General Manager, Jonathan Harmey

Council currently doesn’t have any plans to.

Response by Mayor Wayne Johnston

Considering Councillor you have just raised this, and we have had no time to consider this, I would suggest we may look at this at our Workshop next week.

9/2020 DEPUTATIONS BY MEMBERS OF THE PUBLIC

Nil

PLANNING AUTHORITY ITEM 1

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

The following are applicable to this report.

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).

This report is prepared in accordance with Section 39 of LUPAA and considers representations to the draft amendment and permit.

Risk Management

Not applicable.

Financial Impact

Not applicable.

Alternative Options

Council can modify the conditions of the draft permit in consideration of the representation.

Voting Requirements

Simple Majority

10/2020 67 MEANDER VALLEY ROAD, WESTBURY

Planning Application: Amendment 1/2019
PA\20\0063

Proposal: Planning Scheme Amendment:
Insert Resource Processing as a discretionary use in the Urban Mixed Use Zone for a distillery, including ancillary cellar door sales and café at 67 Meander Valley Road, Westbury.

Use and Development:
Change of use to Resource Processing
Extensions to an existing building, car parking and access works.

1) Recommendation

It is recommended that Council:

- 1. Endorse the officer's comments as its report and opinion as to the merits of the representation in accordance with Section 39(2) of the former provisions of the Land Use Planning and Approvals Act 1993.**
- 2. Forward the endorsed report to the Tasmanian Planning Commission.**

DECISION:

Cr Sherriff moved and Cr Synfield seconded ***"that Council***

- 1. Endorse the officer's comments as its report and opinion as to the merits of the representation in accordance with Section 39(2) of the former provisions of the Land Use Planning and Approvals Act 1993.***
- 2. Forward the endorsed report to the Tasmanian Planning Commission."***

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

**11/2020 2019-20 COMMUNITY INCENTIVE GRANTS
APPLICATION ASSESSMENTS ROUND 3 –
DECEMBER 2019**

1) Recommendation

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

| Organisation | Project | Grant Recommended |
|--|-----------------------------------|--------------------------|
| Harveydale Rodeo Association | Grandstand Maintenance | \$3,000 |
| Lions Club of Hadspen South Esk | Community Notice Board | \$1,500 |
| Lions Club of Riverside | Annual Magic Show | \$300 |
| Meander Valley Netball Club | New Equipment & Supply | \$1,194 |
| Mole Creek & District Community Shed | Community Shed Renovations | \$2,782 |
| Prospect Park Sports Club | Hand Dryers Installation | \$3,000 |
| Rotary Club of Westbury | Garden Pergola Construction | \$2,872 |
| Tasmanian Garlic & Tomato Festival | Education & Entertainment Program | \$2,600 |
| Westbury St Patricks Festival Steering Group | 2020 St Patricks Festival | \$1,500 |
| Westbury Scout Group | Safety Rails | \$1,738 |
| | | \$20,486 |

DECISION:

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

| Organisation | Project | Grant Recommended |
|--|-----------------------------------|--------------------------|
| Harveydale Rodeo Association | Grandstand Maintenance | \$3,000 |
| Lions Club of Hadspen South Esk | Community Notice Board | \$1,500 |
| Lions Club of Riverside | Annual Magic Show | \$300 |
| Meander Valley Netball Club | New Equipment & Supply | \$1,194 |
| Mole Creek & District Community Shed | Community Shed Renovations | \$2,782 |
| Prospect Park Sports Club | Hand Dryers Installation | \$3,000 |
| Rotary Club of Westbury | Garden Pergola Construction | \$2,872 |
| Tasmanian Garlic & Tomato Festival | Education & Entertainment Program | \$2,600 |
| Westbury St Patricks Festival Steering Group | 2020 St Patricks Festival | \$1,500 |
| Westbury Scout Group | Safety Rails | \$1,738 |
| | | \$20,486 |

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

12/2020 COUNCIL AUDIT PANEL RECEIPT OF MINUTES

1) Recommendation

It is recommended that Council receive the minutes of the Council Audit Panel meeting held on 17 December 2019.

DECISION:

Cr Kelly moved and Cr Nott seconded ***“that Council receive the minutes of the Council Audit Panel meeting held on 17 December 2019 as follows:***

Meeting Time & Date: 10am 17 December 2019

Venue: Meander Valley Council

Present:

Chairman Steve Hernyk

Councillor Frank Nott

Mr Chris Lyall

Councillor Andrew Sherriff (joined meeting at 10:45 am to view proceedings)

In Attendance:

Jon Harmey, A/ General Manager

Dino De Paoli, Director Infrastructure Services

Lynette While, Director Community & Development Services

Justin Marshall, A/Director Corporate Services

Sam Bailey, Risk & Safety Officer

Susan Ellston, Finance Officer

Apologies:

Councillor Susie Bower

Matthew Millwood, Director Works

ORDER OF BUSINESS

ITEM

1. Declaration of Pecuniary Interests/conflict of interest
Nil.

2. Adoption of Previous Minutes
It was resolved that the minutes of the meeting held on 22 October 2019 be received and confirmed.

3. Outstanding from previous meeting - Action Sheet
3.1 Review Asset Management Policy
 Provided – Remove from Action Sheet
3.2 Review most current results and report any relevant findings to Council
 Completed – Remove from Action Sheet
3.3 Review management's implementation of audit recommendations
 Completed internal Audit reports to be presented to the Audit Panel prior to March 2020 meeting for review - Retain on Action Sheet the follow up of management's implementation.

4. Review Annual Meeting Schedule and Work Plan
No matters for discussion.

Governance and Strategy

5. Review policies and procedures
The following Policies were reviewed –

Policy No. 60 - Asset Management
Changes noted as part of the review
Recommended to Council Workshop

Policy No. 71 – Investment of Surplus Council Funds
Accepted with no changes

Recommended to Council for adoption

Policy No. 78 – New and Gifted Assets

Accepted with Minor Changes noted as part of the review

Recommended to Council with amendments for adoption

Policies for Audit Panel reference purposes only

Policy No. 13 – Subdivision Servicing

Accepted with Minor Changes noted as part of the review

Recommended to Council with amendments for adoption

Policy No. 79 – Undocumented Building Works

Accepted with no changes

Recommended to Council for adoption

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

September 2019 quarter Annual Plan compliance report and management indicators was presented.

Report was Received and Noted.

Financial and Management Reporting

7. Review most current results and report any relevant findings to Council

The financial reports were tabled as per circulation in the November briefing reports to Councillors.

Reports were Received and Noted.

Internal Audit

8. Consider any available audit reports

Three internal audits have been completed:

- Infrastructure – Contractor Management
- People working with vulnerable people checks / registrations
- Contractor Systems - Adams Tree Services & Walters Contracting

One internal audit has been completed by an external provider - Jardine Lloyd Thompson (JLT):

- Waste Management

Audit outcomes to be distributed when available before next Panel meeting.

Risk Register expires February 2020. To be renewed in January 2020.

Report Received and Noted.

9. Review management's implementation of audit recommendations

Corrective Actions Register to be reviewed for outstanding implementations.

Report Received and Noted.

| External Audit | |
|--|--|
| 10. Consider any available audit reports | External Reports were circulated and acknowledged. Reports were Received and Noted. |
| 11. Review management's implementation of audit recommendations | None to report. |
| 12. Consider any performance audit reports that will be undertaken by the Tas Audit Office and address implications for the Council | None to report. |
| Risk Management and Compliance | |
| 13. Annual Review of risk management framework policies | Risk Register to be placed on Work Health & Safety Committee Agenda for easier monitoring by Directors. Risk Management Policy & Framework to be reviewed for presentation at June 2020 Panel meeting. Verbal report Received and Noted. |
| 14. Receive material risk management reports (risk profile, risk management and treatment and periodical/rotational risk review) | Verbal report Received and Noted. |
| 15. Review Business Continuity Plan | Report from the annual BCP Scenario test held on 4 December 2019 to be presented at the next Panel Meeting. Received and Noted. |
| 16. Review W H & S Management process | Verbal report Received and Noted. |
| 17. Monitor any major claims or lawsuits by or against the Council and complaints against the Council | <ul style="list-style-type: none"> • Planning appeal. Appealed to Supreme Court and awaiting a hearing date April 2020. • Disputing non-payment of rates for religious reasons. Hearing date is set for 13 February 2020. • Failure to comply with an Emergency Order (EO) is listed for 28 May 2020 • Failure to comply with a Building Order is set for sentencing 17 January 2020. Received and Noted. |
| 18. Oversee the investigation of any instances of suspected cases of fraud or other illegal and unethical behaviour | |

| |
|---|
| None to report. |
| Audit Panel Performance |
| <p>19. Review Audit Panel Charter and make any recommendations for change to the Council for adoption (every 2nd year)</p> <p>Not due.</p> |
| Other Business |
| No Matters. |
| <p>Meeting close</p> <p>This meeting closed at 11:00 am</p> |
| <p>Next Meeting</p> <p>The next meeting is to be held on Tuesday 24 March 2020 at 10:00 am</p> |

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

1) Recommendation

It is recommended that Council receive the following financial reports for the period ended 31 December 2019:

- 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 Kelly seconded ***“that Council receive the following financial reports for the period ended 31 December 2019:***

- 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.

14/2020 REVIEW OF BUDGETS FOR THE 2019-20 CAPITAL WORKS PROGRAM

1) Recommendation

It is recommended that Council approves the following project budget changes to the 2019-20 Capital Works Program:

| Project Name | Current Budget | Proposed Budget Variation | Revised Budget |
|--|---------------------------|----------------------------------|---------------------------|
| <i>IT Network Infrastructure</i> | <i>\$60,400</i> | <i>-\$25,400</i> | <i>\$35,000</i> |
| <i>Yarns Exhibition lighting replacement</i> | <i>\$0</i> | <i>\$25,400</i> | <i>\$25,400</i> |
| <i>Urban Stormwater Drainage – Program Budget</i> | <i>\$93,300</i> | <i>-\$21,800</i> | <i>\$71,500</i> |
| <i>Peyton St, Westbury - Stormwater</i> | <i>\$0</i> | <i>\$4,400</i> | <i>\$4,400</i> |
| <i>Mole Creek Hall - Reseal Carpark</i> | <i>\$15,000</i> | <i>-\$15,000</i> | <i>\$0</i> |
| <i>Carrick Public Hall - Car Park Improvements 2020-21</i> | <i>\$0</i> | <i>\$15,000</i> | <i>\$15,000</i> |
| <i>Liffey River Bridge, Bennetts Road</i> | <i>\$50,700</i> | <i>-\$50,700</i> | <i>\$0</i> |
| <i>Meander Valley Performing Arts Centre Roof Renewal</i> | <i>\$95,000</i> | <i>-\$32,000</i> | <i>\$63,000</i> |
| <i>Deloraine Pool - Chlorine Dosing & Heating Unit</i> | <i>\$42,000</i> | <i>\$41,000</i> | <i>\$83,000</i> |
| <i>Ritchies Creek Bridge, Botts Road</i> | <i>\$160,000</i> | <i>-\$30,000</i> | <i>\$130,000</i> |
| <i>Burnies Creek Bridge, Sugarloaf Road</i> | <i>\$240,000</i> | <i>-\$142,200</i> | <i>\$97,800</i> |
| <i>Westbury Recreation Ground - Building Design & Upgrade</i> | <i>\$2,086,900</i> | <i>\$190,000</i> | <i>\$2,276,900</i> |

DECISION:

Cr Bower moved and Cr Nott seconded ***“that Council approves the following project budget changes to the 2019-20 Capital Works Program:***

| <i>Project Name</i> | <i>Current Budget</i> | <i>Proposed Budget Variation</i> | <i>Revised Budget</i> |
|--|------------------------------|---|------------------------------|
| <i>IT Network Infrastructure</i> | <i>\$60,400</i> | <i>-\$25,400</i> | <i>\$35,000</i> |
| <i>Yarns Exhibition lighting replacement</i> | <i>\$0</i> | <i>\$25,400</i> | <i>\$25,400</i> |
| <i>Urban Stormwater Drainage – Program Budget</i> | <i>\$93,300</i> | <i>-\$21,800</i> | <i>\$71,500</i> |
| <i>Peyton St, Westbury - Stormwater</i> | <i>\$0</i> | <i>\$4,400</i> | <i>\$4,400</i> |
| <i>Mole Creek Hall - Reseal Carpark</i> | <i>\$15,000</i> | <i>-\$15,000</i> | <i>\$0</i> |
| <i>Carrick Public Hall - Car Park Improvements 2020-21</i> | <i>\$0</i> | <i>\$15,000</i> | <i>\$15,000</i> |
| <i>Liffey River Bridge, Bennetts Road</i> | <i>\$50,700</i> | <i>-\$50,700</i> | <i>\$0</i> |
| <i>Meander Valley Performing Arts Centre Roof Renewal</i> | <i>\$95,000</i> | <i>-\$32,000</i> | <i>\$63,000</i> |
| <i>Deloraine Pool - Chlorine Dosing & Heating Unit</i> | <i>\$42,000</i> | <i>\$41,000</i> | <i>\$83,000</i> |
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| <i>Burnies Creek Bridge, Sugarloaf Road</i> | <i>\$240,000</i> | <i>-\$142,200</i> | <i>\$97,800</i> |
| <i>Westbury Recreation Ground - Building Design & Upgrade</i> | <i>\$2,086,900</i> | <i>\$190,000</i> | <i>\$2,276,900</i> |

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

**15/2020 CONFIRMATION OF ANNUAL GENERAL MEETING
MINUTES**

1) Recommendation

It is recommended that the minutes of Council's Annual General Meeting held on Tuesday 10 December 2019, be received and confirmed.

DECISION:

Cr Kelly moved and Cr Cameron seconded ***"that the minutes of Council's Annual General Meeting held on Tuesday 10 December 2019, 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.

16/2020 ANNUAL PLAN – QUARTERLY REVIEW –
DECEMBER 2019

1) Recommendation

It is recommended that Council receive and note the Annual Plan review for the December 2019 quarter.

DECISION:

Cr King moved and Cr Sherriff seconded ***“that Council receive and note the Annual Plan review for the December 2019 quarter as follows:”***



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.

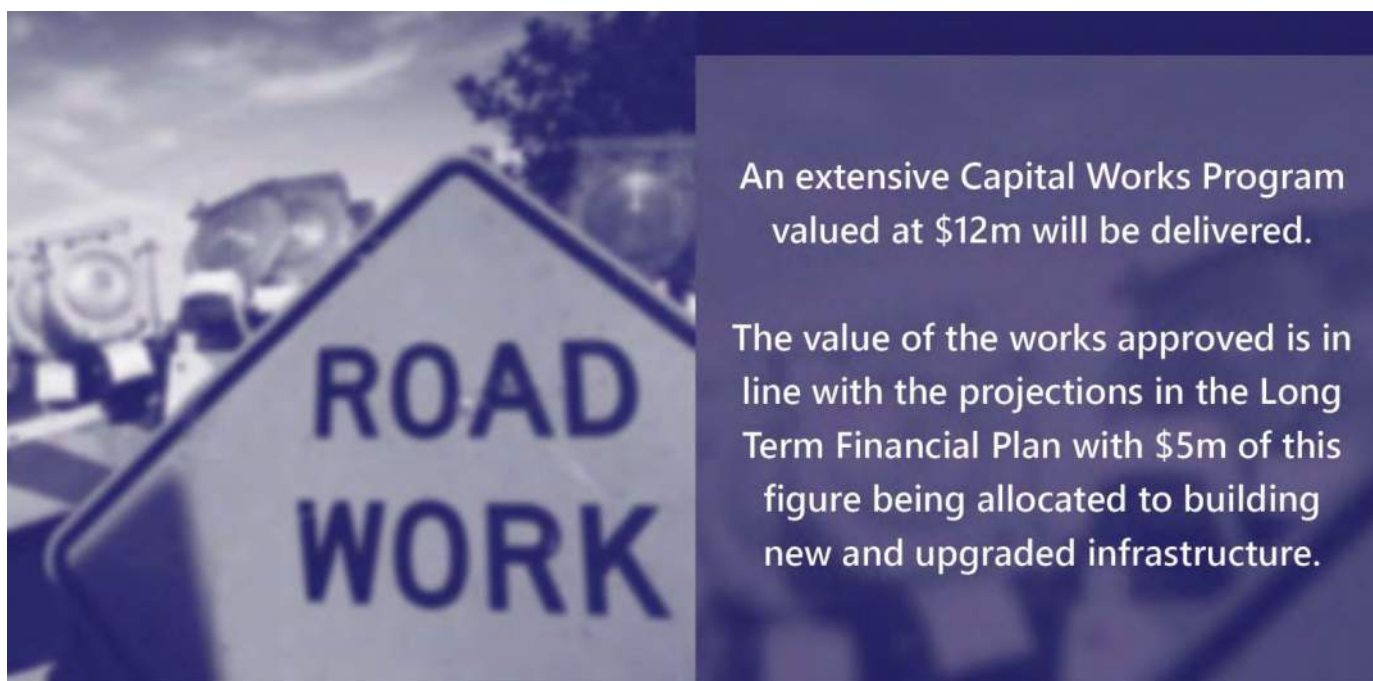
Link to Community Strategic Plan 2014 to 2024

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



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 | 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 | Adopted by Council |
| 4 | Investigate the development of a Community Consultation Policy | 5.1 | Achieved | Workshop with Council Achieved | Prepare Draft Policy | 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 | Action the framework |
| 2 | Implement the Internal Audit Program Responsible Officer: Risk & Safety Officer | 5.4 | Review of Audit outcomes Achieved | | Review of Audit outcomes | |

Action Performance Targets

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

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 | 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 | Identify opportunities and report on progress |
| 2 | Signage Strategy | 6.1, 6.3 | | Project Scope Deferred | Workshop draft Strategy | |

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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | <p>Future Direction (5) - Innovative leadership and community governance</p> <p>5.4 Meander Valley Councillors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.</p> <p>5.6 Meander Valley Council is recognised as a responsibly managed organisation.</p> | | |

Operational Detail

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

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 | 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 | Report to program in Annual Plan Review |
| 3 | Undertake footpath proactive defect inspections Responsible Officers: Director Works & Asset Management Coordinator | 6.1 | | | Undertake required inspections | Undertake required inspections |

Action Performance Targets

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

| | | | |
|---|---|--------------------------|------------------------------|
| Directorate | 3. Infrastructure Services | Program number and title | 3.3 Property Services |
| Program Objective | Operate property services in a safe and effective manner to satisfy public demand. | | |
| Link to Community Strategic Plan 2014 to 2024 | <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 | |
| 2 | Co-ordinate building maintenance – general, reactive and programed Responsible Officer: Property Management Officer | 6.1 | Undertake required maintenance Achieved | Undertake required maintenance Achieved | Undertake required maintenance | Undertake required maintenance |
| 3 | Design, document, procurement, and supervision of contracts as per the specific projects listed in the 2019-20 Capital Works Program Responsible Officer: Property Management Officer | 6.1 | Report to program Achieved | Report to program Achieved | Report to program | 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 | 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 | 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 | 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 | 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 | 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 | 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. | Manage Contract |
| 3 | Provision of hard waste collection Responsible Officer: Senior Technical Officer | 6.6 | | Undertake collection Achieved | Report to Council in Annual Plan Review | |
| 4 | Design, document, procurement, and supervision of contracts as per the specific projects listed in the 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 | 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 | |

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 | 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 | 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 | Performance Target |
| 2 | Process Planning Scheme Amendments Responsible Officer: Director Community & Development Services | 1.1, 1.2, 1.3 | Performance Target Achieved | Performance Target Achieved | Performance Target | Performance Target |

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 | Performance Target |
| 2 | Permit Authority – Process Notifiable Building Works (Category 3) Responsible Officer: Coordinator Development Services | 1.1, 1.2, 1.3 | Performance Target Achieved | Performance Target Achieved | Performance Target | Performance Target |
| 3 | Permit Authority – Manage outstanding Building Completions and Illegal Works Responsible Officer: Coordinator Development Services | 1.1, 1.2, 1.3 | Achieved | Achieved | | Reduce outstanding completions |

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

Action Performance Targets

| No. | Performance target |
|-----|--|
| 1 | Issue Building Permits within 7 working days from the date all other permits and documents as required by the Building Act, are received by Council. |
| 2 | Notifiable Building works processed in a timely manner |
| 3 | Outstanding building completions and illegal works reduced 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 | Record Results |
| 2 | Inspect and register food premises annually Responsible Officer: Environmental Health Officer | 4.1, 4.3 | Issue annual registration for all premises Achieved | Inspections as per Schedule Achieved | Inspections as per Schedule | Inspections as per Schedule |
| 3 | Co-ordinate immunisation clinics Responsible Officer: Environmental Health Officer | 4.1, 4.3 | | Complete 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 | |
| 3 | Investigate incidents and complaints regarding animal control Responsible Officer: General Inspector | 4.3 | Performance Target Achieved | Performance Target Achieved | Performance Target | Performance Target |

Action Performance Targets

| No. | Performance target |
|-----|---|
| 1 | Audit conducted as scheduled (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 | 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 | 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>3.1 Creativity and learning are art of daily life across the communities of Meander Valley.</p> <p>3.2 Successful local events enhance community life.</p> <p>3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.</p> <p>Future Direction (4) - A healthy and safe community.</p> <p>4.1 The health and wellbeing needs of all sectors of the community are planned, met and managed.</p> <p>4.3 Public health and safety standards are regulated, managed and maintained</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 | 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 | 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 | Review exhibition |
| 4 | Conduct a Festival of Small Halls concert Responsible Officer: Community Development Manager | 3.1, 3.2, | Establish event venue, format and partnership Achieved | Promote event and sell tickets Achieved | Conduct event | Review event outcomes |
| 5 | 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

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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 | 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 | 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 | 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 | 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 | 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 | |

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 | 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 | 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 | 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 | 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 | 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 | Future Direction (6)- Planned infrastructure services <i>6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies.</i> <i>6.5 Storm water and flooding cause no adverse impacts.</i> <i>6.6 Infrastructure services are affordable and meet the community's needs into the future</i> | | |

Operational Detail

| No. | Actions and Tasks | Strategic Plan Reference | Complete by 30/9 | Complete by 31/12 | Complete by 31/3 | Complete by 30/6 |
|-----|---|--------------------------|---|---|------------------------------|------------------------------|
| 1 | 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 | 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 | 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 | 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 | 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 | 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 | |
| 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 | 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 |

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

ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor Kelly moved and Councillor Cameron 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.”***

Council moved to Closed Session at 5.14pm

The Council Meeting adjourned at 5.14pm

The Council Meeting resumed at 5.17pm

17/2020 CONFIRMATION OF MINUTES

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

18/2020 LEAVE OF ABSENCE

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

Council returned to Open Session at 5.20pm

The meeting closed at 5.20pm

.....
Wayne Johnston
Mayor