



Meander Valley Council  
Working Together

# **ORDINARY AGENDA**

**COUNCIL MEETING**

**Tuesday 13 July 2021**

## MEETING CONDUCT

- The conduct of Council Meetings is currently being undertaken in accordance with the *COVID-19 Disease Emergency (Miscellaneous Provisions) Act 2020*. This has necessarily meant that public attendance at meetings has been restricted. Under these arrangements Council meetings have been undertaken remotely via online avenues.
- Given the current COVID-19 circumstance in Tasmania, Council has now resumed face to face meetings at the Council Chambers in Westbury.
- While COVID-19 restrictions remain in place, Council is mindful of the need to ensure community safety and compliance with regard to the number of people who may gather. This obligation is balanced with the need to minimise disruption to the business of Council. Considering this, Council has determined that limited public access to Council meetings will be permitted from 11 August 2020.
- During this first phase priority will be given to those individuals making representations to planning applications which are subject to statutory timeframes. Any member of the public attending will be required to pre-register and attend the meeting for their relevant agenda item or question time. To ensure compliance with Council's COVID-19 Safety Plan, those intending to attend must register their interest with Council's Customer Service Centre by phoning 6393 5300. On arrival, attendees will be required to provide their name, address and contact number to support COVID-19 tracing in the event it is necessary.
- Overall numbers will be limited to **seven members** of the public in the Council Chambers at once. At the discretion of the Mayor, people may be asked to leave the meeting at the conclusion of an agenda item. Priority access will be afforded to those making representations to planning applications. The general public will be afforded priority over media representatives. If more than seven representors have an interest in an agenda item, people may be asked to leave the meeting room after their representation to allow others to make their representation to Council.
- Council will continue to ensure minutes and audio recordings of Council meetings are available on Council's website and will review access for other people and media in due course.

These arrangements are subject to review based on any changing circumstance relating to the COVID-19 Disease Emergency.

# SECURITY PROCEDURES

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

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



Meander Valley Council  
Working Together

PO Box 102, Westbury,  
Tasmania, 7303

Notice is hereby given that an Ordinary Meeting of the Meander Valley Council will be held at the Westbury Council Chambers, 26 Lyall Street, Westbury, on **Tuesday 13 July 2021, commencing at 3.00pm.**

In accordance with Section 65 of the *Local Government Act 1993*, I certify that with respect to all advice, information or recommendations provided to Council with this agenda:

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

John Jordan  
**GENERAL MANAGER**



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Agenda for an Ordinary Meeting of the Meander Valley Council to be held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 13 July 2021 at 3.00pm.

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

## PRESENT

## APOLOGIES

## IN ATTENDANCE

## CONFIRMATION OF MINUTES

Reference No. 116/2021

Councillor xx moved and Councillor xx seconded, ***“that the minutes of the Ordinary Meeting of Council held on Tuesday 8 June 2021, be received and confirmed.”***

## COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING

Reference No. 117/2021

Date	Items discussed:
22 June 2021	<ul style="list-style-type: none"><li>• NTDC Presentation – Greater Launceston Plan</li><li>• Draft Budget Estimates Review</li><li>• Replacement of ‘Be Bowled Over’ Highway Signs at Westbury</li><li>• Aged Care Deloraine – Loan Facility</li><li>• Transfer of Horse Day Stalls to Deloraine District Pony Club</li><li>• Annual Plan 2021-22</li><li>• Memorandum of Understanding – Short Walks Capital of Tasmania</li><li>• Northern Tasmanian Prospectus</li></ul>

	<ul style="list-style-type: none"><li>• Items for Noting:<ul style="list-style-type: none"><li>a) Bracknell Hall – Project Update</li><li>b) Deloraine Squash Courts – Project Update</li><li>c) Sports Forums</li></ul></li></ul>
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## **ANNOUNCEMENTS BY THE MAYOR**

Reference No. 118/2021

### **9 June 2021**

NTDC members meeting

Official opening of Hadspen Bull Run – public toilet, BBQ shelter and playground

### **10 June 2021**

TEMT meeting

### **11 June 2021**

Ashgrove Cheese official opening

### **18 June 2021**

Meeting with Department of Justice

### **22 June 2021**

Council Workshop

### **24 June 2021**

TasWater Owners meeting

### **30 June 2021**

LGAT AGM

### **5 July 2021**

NTDC meeting

### **6 July 2021**

Meeting with CROWPS

Carrick Community Committee meeting

### **13 July 2021**

Citizenship Ceremony

## **ANNOUNCEMENTS BY COUNCILLORS**

Reference No. 119/2021

*Cr Frank Nott*

**Sunday 27 June 2021**

Attended Tasmanian Youth Orchestra performance – Albert Hall (obo Mayor)

## **DECLARATIONS OF INTEREST**

Reference No. 120/2021

## **TABLING AND ACTION ON PETITIONS**

Reference No. 121/2021

## **PUBLIC QUESTION TIME**

### **General Rules for Question Time:**

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

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

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

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

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

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

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

All questions and answers must be kept as brief as possible. There will be no debate on any questions or answers.

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

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

Questions on notice and their responses will be minuted. Questions without notice raised during public question time and the responses to them will be minuted, with exception to those questions taken on notice for the next Council meeting.

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

### **Notes**

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

## **PUBLIC QUESTION TIME**

Reference No. 122/2021

### **1. PUBLIC QUESTIONS TAKEN ON NOTICE – JUNE 2021**

Nil

### **2. PUBLIC QUESTIONS WITH NOTICE – JULY 2021**

#### **2.1 P Nicholson - Prospect Vale**

I refer to Council's role as a planning authority.

A review of Council minutes demonstrates that Councillors Synfield, Nott and Temple seem to routinely vote against planning officer recommendations and scheme compliant development.

Of the total planning applications which have been voted on by councillors in the current term; can Council provide details of how many times individual councillors have voted against planning staff recommendations?

Can Councillors Synfield, Temple and Nott explain to the community why they vote against so many applications which meet requirements and with apparent disregard for their planning role obligations?

**Response by John Jordan, General Manager:**

***For relevant guidance on the role of elected representatives in planning matters, I refer to the Department of Premier and Cabinet's Good Governance Guide. In a statutory capacity, councillors are required to make decisions on individual developments in accordance with the planning scheme. When sitting as a member of a planning authority, there is limited discretion and councillor decisions must be based on the provisions of the planning scheme and the qualified advice of planning officers.***

***In the current term, a total of 50 planning applications have been determined by Council. Of these, 8 decisions did not adopt the recommendations of planning officers.***

***The following is a tally of occasions on which each Councillor has voted against the recommendation of Council's planning team:***

<b>Councillor</b>	<b>Instances</b>
<b>Cr Temple</b>	<b>24</b>
<b>Cr Synfield</b>	<b>20</b>
<b>Cr Nott</b>	<b>14</b>
<b>Cr King</b>	<b>11</b>
<b>Cr Cameron</b>	<b>8</b>
<b>Cr Sherriff</b>	<b>7</b>
<b>Mayor Johnston</b>	<b>7</b>
<b>Dep Mayor Kelly</b>	<b>6</b>

### 3. PUBLIC QUESTIONS WITHOUT NOTICE – JULY 2021

## COUNCILLOR QUESTION TIME

Reference No. 123/2021

### 1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – JUNE 2021

#### 1.1 Cr Susie Bower

Access to quality and reliable childcare is a factor for families when choosing a region to work, live and raise a family.

Recently I have been advised that it is difficult to find that in Westbury and surrounding areas all are fully booked and unable to take on any further children.

Can Council please investigate the demand for childcare services in the Westbury area so we can advocate on behalf of the community as we want to encourage families to our region?

#### ***Response by John Jordan, General Manager:***

***Increased demand for quality child care goes hand in glove with population growth. Council does not retain data or information on the nature of demand in Westbury or across the municipality. The provision of child care is largely market driven and any investigation would require a specific allocation of resources. The appropriate first step would be for a councillor to present a motion to Council seeking support, clarifying the scope and focus of advocacy, and approving resources to undertake an investigation of supply and demand.***

### 2. COUNCILLOR QUESTIONS WITH NOTICE – JULY 2021

Nil

### 3. COUNCILLOR QUESTIONS WITHOUT NOTICE – JULY 2021

## DEPUTATIONS BY MEMBERS OF THE PUBLIC

Reference No. 124/2021



## **PLANNING AUTHORITY ITEMS**

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

The following are applicable to all Planning Authority reports:

### **Strategic/Annual Plan Conformance**

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

### **Policy Implications**

Not applicable.

### **Legislation**

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

### **Risk Management**

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

### **Financial Consideration**

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

### **Alternative Recommendations**

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

### **Voting Requirements**

Simple Majority

# PLANNING AUTHORITY 1

Reference No. 125/2021

## 23 FIVE ACRE ROW WESTBURY

**Planning Application:** PA\21\0294  
**Proposal:** Subdivision (3 lots)  
**Author:** Laura Small  
Town Planner

### 1) Proposal

#### Application

Council has received an application for a subdivision at 23 Five Acre Row, Westbury. The proposal will create a total of three (3) lots.

Applicant	PDA Surveyors
Owner	Mrs S M Hope
Property	23 Five Acre Row WESTBURY (CT:225189/7)
Zoning	Low Density Residential Zone
Discretions	10.6.1 Lot Design – P2
	10.6.3 Services – P2 & P3
	MEA-S11.8 Lot Design – P1
Existing Land Use	Residential
Number of Representations	Two (2)
Decision Due	14 July 2021
Planning Scheme:	Tasmanian Planning Scheme – Meander Valley (the Planning Scheme)

If approved, the application will result in the creation of two (2) additional lots at 23 Five Acre Row, Westbury within the Low Density Residential Zone. The application will also result in the construction of two (2) additional vehicle crossings onto Five Acre Row.

The proposed plan of subdivision and site photos are shown on the following page.



Figure 1: Proposed plan of subdivision.



Figure 2: Aerial view of 23 Five Acre Row, Westbury.



Photo 1: Existing residential dwelling to be contained on Lot 1.

## 2) Summary of Assessment

The application proposes to subdivide the land at 23 Five Acre Row, Westbury to create a total of three (3) lots. Lot 1 will contain the existing dwelling, while Lots 2 and 3 will be vacant blocks within the Low Density Residential Zone. All lots will have frontage and direct access onto Five Acre Row. The application proposes two (2) new vehicle crossovers to service Lot 2 and Lot 3.

The subject site is subject to the provisions in the Westbury Specific Area Plan (MEA-S11.0) and the Low Density Residential Zone of the Planning Scheme.

The standards of the Planning Scheme which require assessment of the Performance Criteria and the application of Council's discretion to approve or refuse the application are outlined above and detailed in the Scheme Assessment in Section 6.

### Overview

- In accordance with sub-clause 6.2.6 of the Planning Scheme, development which is for subdivision does not need to be categorised into one of the Use Classes.
- Sub-clause 6.7.2 of the Planning Scheme states that development that is not required to be categorised under sub-clause 6.2.6 of this planning scheme must be granted a permit if the development complies with each applicable standard.
- The proposal relies on Performance Criteria and therefore has a Discretionary status.
- The subdivision will create two (2) additional lots at 23 Five Acre Row, Westbury.

- Two (2) new accesses are required to service the two (2) new lots created by the subdivision.
- The proposal relies on Performance Criteria for Lot Design, Services and Access.
- Two (2) representations were received during the advertising period. The representations primarily discussed the suitability of the site to support additional dwellings, overlooking of adjoining properties due to lot size, flooding issues and the loss of amenity due to the amount of recent subdivisions in the area.

### **3) Recommendation**

***It is recommended that the application for Use and Development for Subdivision (3 lots) on land located at 23 Five Acre Row WESTBURY (CT:225189/7) by PDA Surveyors, be APPROVED, generally in accordance with the endorsed plans:***

- 1. PDA Surveyors – Plan of Subdivision – Sheet 1 of 1 – Reference No. 47373 – Dated 19 April 2021;**
- 2. Scott Livingston – Bushfire Hazard Management Report: Subdivision – Dated 10 May 2021.**

***and subject to the following conditions:***

- 1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:**
  - a) Such covenants or controls are expressly authorised by the terms of this permit or by the consent in writing of Council; and**
  - b) Such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to Council for sealing.**
- 2. The driveway access for Lot 2 and Lot 3 must be constructed in accordance with Tasmanian Standard Drawings TSD-R03 and R04 to the satisfaction of the Director Infrastructure Services. Refer Note 1.**
- 3. The lots approved by this permit must be maintained at all times in accordance with the endorsed Bushfire Hazard Management Plan.**

- 4. The works required by the endorsed Bushfire Hazard Management Plan are to be completed to the satisfaction of the Tasmanian Fire Service or a practitioner accredited by the Tasmanian Fire Service. Documentation of compliance is to be submitted to the satisfaction of Council's Town Planner.**
- 5. The developer must pay to council a public open space contribution of \$3,640.78, equivalent to 5% of the unimproved value of the approved lots.**
- 6. Prior to the sealing of the final plan of subdivision the following must be completed to the satisfaction of Council:**
  - a) Installation of driveway accesses for Lot 2 and Lot 3 in accordance with condition 2;**
  - b) The document of compliance submitted to Council demonstrating that the works as required by the endorsed Bushfire Hazard Management Plan have been completed, in accordance with Condition 4 to the satisfaction of Council's Town Planner; and**
  - c) Payment of public open space contribution in accordance with Condition 5.**
- 7. The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA 2021/00835-MVC attached).**

**Notes:**

- 1. Prior to any construction being undertaken in the road reserve, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed. All enquiries should be directed to Council's Infrastructure Department on (03) 6393 5309.**
- 2. Any other proposed development and/or use, including amendments to this proposal, may require a separate planning application and assessment against the Planning Scheme by Council. All enquiries can be directed to Council's Development and Regulatory Services on 6393 5320 or via email: [mail@mvc.tas.gov.au](mailto:mail@mvc.tas.gov.au).**

3. **This permit takes effect after:**
  - a) **The 14 day appeal period expires; or**
  - b) **Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned or determined; or.**
  - c) **Any other required approvals under this or any other Act are granted.**
4. A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal. A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant. For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au).
5. This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted if a request is received.
6. In accordance with the legislation, all permits issued by the permit authority are public documents. Members of the public will be able to view this permit (which includes the endorsed documents) on request, at the Council Office.
7. If any Aboriginal relics are uncovered during works:
  - a) All works are to cease within a delineated area sufficient to protect the unearthed and other possible relics from destruction,
  - b) The presence of a relic is to be reported to Aboriginal Heritage Tasmania Phone: (03) 6233 6613 or 1300 135 513 (ask for Aboriginal Heritage Tasmania) Fax: (03) 6233 5555 Email: [aboriginal@heritage.tas.gov.au](mailto:aboriginal@heritage.tas.gov.au); and
  - c) The relevant approval processes will apply with state and federal government agencies.

#### 4) Representations

The application was advertised for the statutory 14-day period from 12 June to 29 June 2021. During the advertising period two (2) representations were received. A summary of the concerns raised in the representation is provided below. While the summary attempts to capture the essence of the concerns, it should be read in conjunction with the full representations included in the attachments.



**Concern – The site is unable to support the number of dwellings due to the structure of land, natural watercourse and road.**

Comment

The proposal is for subdivision and the construction of dwellings has not been assessed. However it is noted that Lot 2 and Lot 3 have sufficient usable area to cater for residential development. The watercourse affects approximately 300m<sup>2</sup> of the site as shown in figure 3 below.



Figure 3: Extent of watercourse on the property (refer area hatched with blue lines).

**Concern – The subject land is prone to flooding and has been underwater numerous times.**

Comment

The land owner provided the following written statement regarding flooding-

*"In the 35 years that we have lived at 23 Five Acre Row and to the best of our knowledge, our property has never flooded. There is a creek that runs through the two neighbouring properties, to the north and east. The creek may also run through the back corner of the adjoining property on Meander Valley Road".*

The property is not mapped as Flood Prone Land in the Planning Scheme. In consideration of the statement provided by the owner the Flood Prone Areas Code has not been considered in the assessment.

**Concern – The land at 23 Five Acre Row is part of Retires Military Pensioners grants, the site should be left as a five acre lot and never be subdivided. It would be allowing Westbury to become a satellite concrete suburb of Launceston.**



Comment

The proposed subdivision is subject to assessment against the development standards for subdivision of the Low Density Residential Zone and the Westbury Specific Area Plan of the Planning Scheme. Where an application is considered to comply with all relevant Acceptable Solutions and Performance Criteria of the Planning Scheme, a permit can be issued. The Planning Scheme provides the ability for the land to be considered for subdivision. The site is not subject to the provision of the Local Historic Heritage Code and any heritage value cannot be assessed.

**Concern – The small lot sizes mean residents are living on top of each other and being overlooked. The surrounding properties were purchased for views and peacefulness, not to be overlooked.**

Comment

The property is zoned Low Density Residential which allows for a minimum lot size of 1200m<sup>2</sup>. However, in addition to the Low Density Zone provisions, some of the Westbury area is now subject to the Westbury Specific Area Plan (MEA-S11.0), including the subject site at 23 Five Acre Row. The purpose of the Westbury Specific Area Plan is to provide for a subdivision density and the arrangement of future development in Westbury. The specific area plan also aims to provide for additional lot yield without diminishing the historic, low density grid arrangement of lots and roads.

The Westbury Specific Area Plan provides a maximum yield of not more than 3 lots for each 2ha being subdivided, with a minimum lot area of 5,000m<sup>2</sup>. The lot sizes proposed comply with the requirements of the Westbury Specific Area Plan. The Westbury Specific Area plan also provides for increased setback distances (15m setback for front, side and rear boundaries) for future development compared to the setback requirements for the Low Density Residential Zone (8m front setback and 5m side and rear boundary setback) outside of the Specific Area Plan. The increased setback distances will provide for greater separation between any future buildings on adjoining properties.

**Concern – Numerous subdivisions in the past 4 years have created developments that are eyesores.**

Comment

This concern is of personal opinion and not a matter dealt with in the *Tasmanian Planning Scheme – Meander Valley*.

**Concern – Westbury is no longer the Historic English Village the Meander Valley Council perceives it to be.**

Comment

The site at 23 Five Acre Row, Westbury is not subject to the provision of the Local Historic Heritage Code and any heritage value cannot be assessed.

**Concern – Nearby subdivisions have removed vegetation which no one seems to care about.**

Comment

This application does not propose any vegetation removal.

**Concern – People speed along the road as if it is a highway and do not respect the 60km/h speed limit.**

Comment

This is a police matter and not a matter dealt with in the *Tasmanian Planning Scheme – Meander Valley*.

**Concern – Wish to see the integrity of the village and small ‘hobby farm’ aspects retained in Westbury, want to enjoy paddocks, trees and farm animals, with a view. It’s a lifestyle choice, as opposed to living in built up areas.**

Comment

The property is subject to the Westbury Specific Area Plan (MEA-S11.0). The purpose of the Westbury Specific Area Plan is to provide for a subdivision density and the arrangement of future development in Westbury. The specific area plan also aims to provide for additional lot yield without diminishing the historic, low density grid arrangement of lots and roads.

The Westbury Specific Area Plan provides a maximum yield of not more than 3 lots for each 2ha being subdivided, with a minimum lot area of 5,000m<sup>2</sup>. The lot sizes proposed comply with the requirements of the Westbury Specific Area Plan. Adjoining property owners desires to enjoy paddocks, farm animals and views are not a matter that the *Tasmanian Planning Scheme – Meander Valley* can consider.

**Concern – What is the motivation to subdivide? Monetary or more personal in nature? I have appreciated viewing their paddocks containing several lovely trees and their delightful flock of Suffolk sheep over the year as it does enhance my well-being to see the paddocks and talk to the sheep and was especially so during COVID-19.**

Comment

Motivation for development is not a consideration of the assessment. Lot size and suitability is assessed under the MEA-S11.0 Westbury Specific Area Plan. Wellbeing is not a matter dealt with in the *Tasmanian Planning Scheme – Meander Valley*.

**Concern – Future of Westbury, this subdivision will be with us for a long time and will impinge on residents’ mental and spiritual well-being.**

Comment

Mental and spiritual wellbeing is not a matter dealt with in the *Tasmanian Planning Scheme – Meander Valley*.

## 5) Consultation with State Government and other Authorities

The application was referred to TasWater. A Submission to Planning Authority Notice (TWDA 2021/00835-MVC) was received on 27 May 2021 (attached document).

## 6) Scheme Assessment

**Use Class:** Subdivision – does not need to be categorised into a Use Class in accordance with sub-clause 6.2.6 of the Planning Scheme.

### Performance Criteria

#### 10.0 Low Density Residential

##### 10.6.1 Lot Design

###### **Objective**

*That each lot:*

- (a) has an area and dimensions appropriate for use and development in the zone;*
- (b) is provided with appropriate access to a road; and*
- (c) contains areas which are suitable for residential development.*

###### **Performance Criteria P2**

*Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to:*

- (a) the width of the frontage proposed;*
- (b) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access;*
- (c) the topography of the site;*
- (d) the functionality and useability of the frontage;*
- (e) the ability to manoeuvre vehicles on the site; and*
- (f) the pattern of development existing on established properties in the area, and is not less than 3.6m wide.*

###### **Response**

Lot 1 and Lot 2 both have a frontage which complies with the Acceptable Solution. Lot 3 does not meet the Acceptable Solution and the following assessment relates to the frontage for Lot 3 only.

Lot 3 will be provided with a frontage, suitable for vehicle access and has had regard to:

- (a) The proposed frontage for Lot 3 is 5.0m;
- (b) The lot will not be accessed via a right of carriageway and does not share access with any other lots;
- (c) The topography of the site has not impacted the location or width of the

frontage proposed;

- (d) The functionality and usability of the proposed 5.0m frontage is suitable for a residential lot. It is noted that the application is for subdivision only, however as the site is within the Low Density Residential Zone comment has been made on the frontages ability to cater for a residential use;
- (e) Lot 3 is an internal lot and provides the ability for vehicles to adequately manoeuvre to and from the site as well as on the site;
- (f) Typically, properties in the area are larger lots with frontages greater than 20m. However it is noted that 26 Five Acre Row, adjacent to the subject site, is an internal lot with a frontage of approximately 6.0m; and

Lot 3 will have a frontage of 5.0m.

Lot 1 and Lot 2 proposed in the Plan of Subdivision comply with the acceptable solution. Lot 3 is considered consistent with the Objective of the clause and complies with the Performance Criteria.

### **10.6.3 Services**

#### **Objective**

*That the subdivision of the land provides services for the future use and development of the land.*

#### **Performance Criteria P2**

*Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site wastewater treatment system adequate for future use and development of the land.*

#### **Response**

The on-site wastewater system for the dwelling on Lot 1 is existing and is located approximately 20m from the proposed Lot 3 boundary. No change to the wastewater system for Lot 1 is required or proposed.

The application was referred to Council's Environmental Health Department for consideration of the proposed lots and their capability to accommodate on-site wastewater. The following comment was received from Council's Environmental Health Officer-

*"The proposed lots are considered to be a suitable size for managing wastewater on-site from a typical dwelling. No Environmental Health conditions or notes required"*

It is noted that on-site wastewater for a dwelling would be assessed at a time when a dwelling is proposed.

The proposed subdivision is considered consistent with the Objective and complies with the Performance Criteria.

**Performance Criteria P3**

Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be capable of accommodating an on-site stormwater management system adequate for the future use and development of the land, having regard to:

- (a) the size of the lot;
- (b) topography of the site;
- (c) soil conditions;
- (d) any existing buildings on the site;
- (e) any area of the site covered by impervious surfaces; and
- (f) any watercourse on the land.

**Response**

Each lot is capable of accommodating an on-site stormwater management system. The proposal was referred to Council's Infrastructure Department and the assessment of each lots capacity to accommodate an on-site stormwater management system had regard to:

- (a) Lot 1 has an area of 1.06ha and Lot 2 and Lot 3 have an area of 5000m<sup>2</sup>;
- (b) the site is relatively flat;
- (c) the sites soil is mostly made up of Cressy SPC (Cs) – structured brown clay loam surface soils overlying clayey subsoils containing shale fragments on gently undulating slopes. Cressy SPC (Cs) is moderately permeable and moderately well drained;
- (d) Lot 1 is developed with an existing residential dwelling and currently manages stormwater on site. Lot 2 and Lot 3 will be vacant lots;
- (e) as above, Lot 1 is developed with an existing residential dwelling and currently manages stormwater on site. Lot 2 and Lot 3 will be vacant lots; and
- (f) Lot 3 has an area of approximately 300m<sup>2</sup> near the north eastern boundary which is within a mapped watercourse (see Figure 4).



Figure 4: Extent of watercourse on the property (refer area hatched with blue lines).

The proposed subdivision is considered consistent with the Objective and complies with the Performance Criteria.

## **MEA-S11.0 Westbury Specific Area Plan**

### **S11.8.1 Lot Design**

#### **Objective**

To provide for:

- (a) density and dimensions of lots in an arrangement consistent with the low density grid arrangement of the area;
- (b) dimensions of lots that enables building to be separated;
- (c) lot areas and dimensions of lots that are appropriate to accommodate a dwelling and associated on-site drainage and on-site wastewater requirements; and
- (d) access to lots that minimises the number of driveway crossovers.

#### **Performance Criteria P1**

Subdivision must only be from an area of land not less than 2ha and:

- (a) provide not more than 3 lots for each 2ha;
- (b) provide 1 lot that has an area of not less than 1ha; and
- (c) each lot, or lot proposed in a plan of subdivision must:
  - (i) be capable of containing a circle of not less than 60m diameter;
  - (ii) have an area not less than 5,000m<sup>2</sup>; and
  - (iii) have sufficient useable area and dimensions suitable for its intended use, having regard to:
    - a. the plan purpose;
    - b. the relevant requirements for development of buildings on the lots;
    - c. the potential or intended location of buildings;
    - d. distances between new building areas and existing buildings;
    - e. the topography of the site;
    - f. adequate provision of drainage and on-site wastewater disposal;
    - g. the ability to screen development through retention of existing hedgerows or other vegetation, or the planting of new vegetation screening;
    - h. whether the location of access driveways and crossovers minimises vegetation clearance and viewing opportunities;
    - i. the use of adjoining land as a recreational pathway; and
    - j. any constraints to development.

#### **Response**

The subject site at 23 Five Acre Row, Westbury has a site area of 2.06ha and:

- (a) will create a total of three (3) lots;
- (b) Lot 1 will have an area of 1.06ha;

(c) each lot is:

- (i) capable of containing a circle of not less than 60m diameter;
- (ii) Lot 1 has an area of 1.06ha and Lot 2 and Lot 3 have an area of 5000m<sup>2</sup>;
- (iii) each lot will have sufficient usable area and dimensions having regard to:
  - a. the purpose of the Plan of Subdivision is to create an additional two (2) lots within the Low Density Residential Zone;
  - b. the Low Density Residential Zone allows for site coverage of 30% (Acceptable Solution of Clause 10.4.4). Dwellings must be setback a minimum distance of 15m from a frontage and 15m from side and rear boundaries. The size and shape of the lots proposed would allow for residential development to occur in accordance with the Acceptable Solutions of Development Standards with the Low Density Residential Zone and the Westbury Specific Area Plan;
  - c. as above – the proposed lots are capable of providing for residential development in accordance with the setbacks required by the development standards of the Low Density Residential Zone and the Westbury Specific Area Plan;
  - d. the existing dwelling on Lot 1 is setback approximately 32m from the internal access of Lot 3 and approximately 37m from the boundary of Lot 2;
  - e. the site is relatively flat and will not constrain or impact the usability of the proposed lots;
  - f. adequate provision of drainage and onsite wastewater disposal;
  - g. the proposal is for subdivision only and no development is proposed. The lots however, would provide sufficient area for the planting of a private garden;
  - h. the application proposes two (2) new accesses to service Lot 2 and Lot 3, no vegetation is proposed or required to be removed to facilitate the new accesses;
  - i. adjoining land is not used as a recreational pathway; and
  - j. Lot 3 has an area of approximately 300m<sup>2</sup> near the north eastern boundary which is within a mapped watercourse; no other development constraints are present on site.

The proposed subdivision is considered consistent with the Objective and complies with the Performance Criteria.

## Applicable Standards

A brief assessment against all applicable Acceptable Solutions of the applicable zone and codes is provided below.

### Zone Standards

Scheme Standard	Comment	Assessment
<b>10.3 Use Standards</b>		
10.3.1 Discretionary Uses		
A1 – A4	In accordance with clause 6.2.6 a subdivision does not need to be categorised into a use class.	Not Applicable
10.3.2 Visitor Accommodation		
A1	The application is for subdivision and not for visitor accommodation.	Not Applicable
<b>10.4 Development Standards for Dwellings</b>		
10.4.1 Residential Density for multiple dwellings		
A1	The application is for subdivision and not for multiple dwellings.	Not Applicable
10.4.2 Building Height		
A1	The proposal is for subdivision and does not include the development of dwellings.	Not Applicable
10.4.3 Setback		
A1 – A2	The proposal is for subdivision and does not include the development of dwellings.	Not Applicable
10.4.4 Site Coverage		
A1	The proposal is for subdivision and does not include the development of dwellings.	Not Applicable
10.4.5 Frontage Fences for all dwellings		
A1	The proposal is for subdivision and does not include the development of fences for dwellings.	Not Applicable
<b>10.5 Development Standards for Non-Dwellings</b>		
10.5.1 Non-dwelling Development		
A1 – A7	The proposal is for subdivision and does not include the development of non-dwellings.	Not Applicable
<b>10.6 Development Standards for Subdivision</b>		
10.6.1 Lot Design		



A1	This clause is substituted by MEA-S11.8.1.	Not Applicable								
A2	Lot 3 is an internal lot and will have a frontage of 5m. Lot 1 and Lot 2 comply with the acceptable solution and both have a frontage of no less than 20m. <table border="1" data-bbox="395 450 970 622"> <thead> <tr> <th>Lots</th> <th>Frontage</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>74m</td> </tr> <tr> <td>2</td> <td>64.6m</td> </tr> <tr> <td>3</td> <td>5m</td> </tr> </tbody> </table>	Lots	Frontage	1	74m	2	64.6m	3	5m	Relies on Performance Criteria for Lot 3
Lots	Frontage									
1	74m									
2	64.6m									
3	5m									
A3	Each lot is provided with vehicular access. Road Authority consent issued on 24 May 2021 consenting to the development of two (2) additional vehicle crossings to service Lots 2 and 3.	Complies								
<b>10.6.2 Roads</b>										
A1	No new road will be created by the subdivision.	Not Applicable								
<b>10.6.3 Services</b>										
A1	Each lot is capable of being connected to a full water supply service as the frontage of all lots is within 30m of a full water supply service. Existing and proposed water connections are shown on the Plan of Subdivision.	Complies								
A2	The subject site and proposed lots will not have connections to a reticulated sewerage system.	Relies on Performance Criteria								
A3	The subject site and proposed lots will not have connections to a public stormwater system.	Relies on Performance Criteria								

### Codes

<b>C2 Parking and Sustainable Transport Code</b>		
Scheme Standard	Comment	Assessment
<b>C2.2 Application of this Code</b>		
	This code applies to all use and development.	Code applies
<b>C2.4 Development exempt from this Code</b>		
	There are no exemptions.	Code Applies
<b>C2.5.1 Car parking numbers</b>		
A1	The car parking for the residential	Complies with Acceptable

	dwelling on Lot 1 is existing and will not be altered by the proposed subdivision. In accordance with sub-clause 6.2.6 of the Planning Scheme no use class is required to be assigned for Lot 2 and Lot 3 and therefore no car parking is required.	Solution
<b>C2.5.2 Bicycle parking numbers</b>		
A1	There is not requirement for a residential use.	Not Applicable
<b>C2.5.3 Motorcycling parking numbers</b>		
A1	Vehicle numbers are less than 10.	Not Applicable
<b>C2.5.4 Loading bays</b>		
A1	The existing residential use does not have a floor area of more than 1000m <sup>2</sup> .	Not Applicable
<b>C2.5.5 Number of car parking spaces within the General Residential Zone and Inner Residential zone</b>		
A1	The subject site is located within the Low Density Residential Zone.	Not Applicable
<b>C2.6.1 Construction of parking areas</b>		
A1	All parking, access ways, manoeuvring and circulation spaces are existing and will not be altered or impacted by the proposed development.	Not Applicable
<b>C2.6.2 Design and layout of parking areas</b>		
A1.1	All parking, access ways, manoeuvring and circulation spaces are existing and will not be altered or impacted by the proposed development.	Not Applicable
A1.2		
<b>C2.6.3 Number of accesses for vehicles</b>		
A1	Lots 1, 2 and 3 will be provided with one (1) access onto Five Acre Row.	Complies with Acceptable Solution
A2	The subject site is located within the Low Density Residential Zone.	Not Applicable
<b>C2.6.4 Lighting of parking within the General Business Zone and Central Business Zone</b>		
A1	The subject site is located within the Low Density Residential Zone.	Not Applicable
<b>C2.6.5 Pedestrian access</b>		
A1.1	The residential use on Lot 1 does not require 10 or more car parking spaces.	Not Applicable
A1.2	No disabled car parking is provided on Lot 1.	

<b>C2.6.6 Loading bays</b>		
A1	The residential use on Lot 1 does not require a loading bay.	Not Applicable
A2		Not Applicable
<b>C2.6.7 Bicycles parking and storage facilities within the General Business Zone and Central Business Zone</b>		
A1	The subject site is located within the Low Density Residential Zone.	Not Applicable
A2	Bicycle parking not required for the residential use.	Not Applicable
<b>C2.6.8 Siting of parking and turning areas</b>		
A1	The subject site is located within the Low Density Residential Zone.	Not Applicable
A2	The subject site is not located within the Central Business Zone.	Not Applicable
<b>C2.7.1 Parking precinct plan</b>		
A1	The subject site is not located within a parking precinct plan.	Not Applicable

<b>C3 Road and Railway Assets Code</b>		
Scheme Standard	Comment	Assessment
<b>C3.2 Application of this Code</b>		
	The proposal includes two (2) new vehicle crossings.	Code applies
<b>C3.4 Development exempt from this Code</b>		
	There are no exemptions from this code.	Not exempt
<b>C3.5 Use Standards</b>		
<b>C3.5.1 Traffic generation at a vehicle crossing, level crossing or new junction</b>		
A1.1	Not Applicable - Five Acre Row is not a Category 1 road. Road Authority provided consent for the two (2) additional accesses on 24 May 2021. Conditions on the standard of work have been recommended. Not applicable – The site is not accessed over the rail network. Vehicle traffic to and from Lot 1 for the existing residential use are not expected to increase. Not applicable - Five Acre Row is not a major road.	Complies with Acceptable Solution
A1.2		
A1.3		
A1.4		
A1.5		
<b>C3.6 Development Standards for Building or Works</b>		

C3.6.1 Habitable Buildings for Sensitive uses within a road or railway attenuation area		
A1	The proposal is for subdivision and does not include the development of habitable buildings within a road or railway attenuation area.	Not Applicable
<b>C3.7 Development Standards for Subdivision</b>		
C3.7.1 Subdivision for sensitive uses within a road or railway attenuation area		
A1	The subject site is located 150m from Meander Valley Road and therefore is not within a road or rail attenuation area.	Not Applicable

<b>C7 Natural Assets Code</b>		
Scheme Standard	Comment	Assessment
C7.2 Application of this Code		
	The application is for subdivision.	Code applies
C7.4 Use or Development exempt from this Code		
	The proposal does not meet any of the listed exemptions.	Not exempt
<b>C7.5 Use Standards</b>		
C7.5.1 There are no use standards in the Code.		
<b>C7.6 Development Standards for Buildings and Works</b>		
C7.6.1 Development Standards for Buildings and Works		
A1 – A5	The proposal is for subdivision and does not include any buildings or works within a waterway and coastal protection area or a future coastal refugia area.	Not Applicable
C7.6.2 Clearance within a priority vegetation area		
A1	The proposal is for subdivision and the application does not proposed any vegetation removal.	Not Applicable
<b>C7.7 Development Standards for Subdivision</b>		
C7.7.1 Subdivision within a waterway and costal protection area or a future coastal refugia area		
A1	The proposal satisfies (e) - no works, building area, services, bushfire hazard management area or vehicle access are	Complies with Acceptable Solution

	shown within a waterway and coastal protection area or a future coastal refugia area.	
<b>C7.7.2 Subdivision with a priority vegetation area</b>		
A1	The subject site is not located within a priority vegetation area.	Not Applicable

<b>C13 Bushfire-Prone Areas Code</b>		
Scheme Standard	Comment	Assessment
<b>C13.2 Application of this Code</b>		
	The subject site is shown on the overlay maps as Bushfire-Prone.	Code applies
<b>C13.4 Development exempt from this Code</b>		
	The proposal does not meet an exemption listed.	Not exempt
<b>C13.5 Use Standards</b>		
<b>C13.5.1 Vulnerable uses</b>		
A1 – A3	The proposal is for subdivision and not for a vulnerable use.	Not Applicable
<b>C13.5.2 Hazardous uses</b>		
A1 – A3	The proposal is for subdivision and not for a hazardous use.	Not Applicable
<b>C13.6 Development standards for Subdivision</b>		
<b>C13.6.1 Provision of hazard management areas</b>		
A1	A Bushfire Hazard Management Plan for Subdivision was prepared and submitted with the application. The Plan of Subdivision demonstrates compliance with (b) by- <ul style="list-style-type: none"> <li>(i) showing all lots within a Bushfire-Prone area on the plan of subdivision;</li> <li>(ii) showing a potential building area for each lot;</li> <li>(iii) showing the hazard management areas which demonstrate both BAL 12.5 and BAL 19; and</li> <li>(iv) is accompanied by a bushfire hazard management plan.</li> </ul>	Complies with Acceptable Solution

<b>C13.6.2 Public and firefighting access</b>		
A1	A Bushfire Hazard Management Plan for Subdivision was prepared and submitted with the application. The proposal satisfies (b). The layout of roads and the location of the property access to building areas is shown on the plan of subdivision and is included in the bushfire hazard management plan. The roads and property accesses will comply with that specified in Table C13, C13.2 and C13.3. The hazard management plan was prepared by an accredited person.	Complies with Acceptable Solution
<b>C13.6.3 Provision of water supply for firefighting purposes</b>		
A1	A Bushfire Hazard Management Plan for Subdivision was prepared and submitted with the application. The proposal satisfies (b). A condition to ensure water supply points are accessible for all three (3) lots is recommended.	Complies with Acceptable Solution
A2	The subject site is serviced by reticulated water.	Not Applicable

### Specific Area Plan

Scheme Standard	Comment	Assessment												
<b>MEA-S11.7 Development Standards for Buildings and Works</b>														
MEA-S11.7.1 Setback – in substitution for Low Density Residential Zone – Clause 10.4.3														
A1	The proposal is for subdivision and does not include any buildings or works.	Not Applicable												
A2														
<b>MEA-S11.8 Development Standards for Subdivision</b>														
MEA-S11.8.1 Lot Design – in substitution for Low Density Residential Zone – Clause 10.6.1 A1 & P1														
A1	The proposal does not satisfy (a). Lot 2 and Lot 3 have an area less than 1ha.	Relies on Performance Criteria												
	<table border="1"> <thead> <tr> <th>Lots</th> <th>Area</th> <th>60m diameter circle</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1.06ha</td> <td>Complies</td> </tr> <tr> <td>2</td> <td>5000m<sup>2</sup></td> <td>Complies</td> </tr> <tr> <td>3</td> <td>5000m<sup>2</sup></td> <td>Complies</td> </tr> </tbody> </table>	Lots	Area	60m diameter circle	1	1.06ha	Complies	2	5000m <sup>2</sup>	Complies	3	5000m <sup>2</sup>	Complies	
Lots	Area	60m diameter circle												
1	1.06ha	Complies												
2	5000m <sup>2</sup>	Complies												
3	5000m <sup>2</sup>	Complies												

### Conclusion

It is considered that the application for Subdivision of land at 23 Five Acre Row, Westbury to create two (2) additional lots is acceptable in the Low Density Residential Zone and is recommended for approval.

### DECISION:



# PLAN OF SUBDIVISION



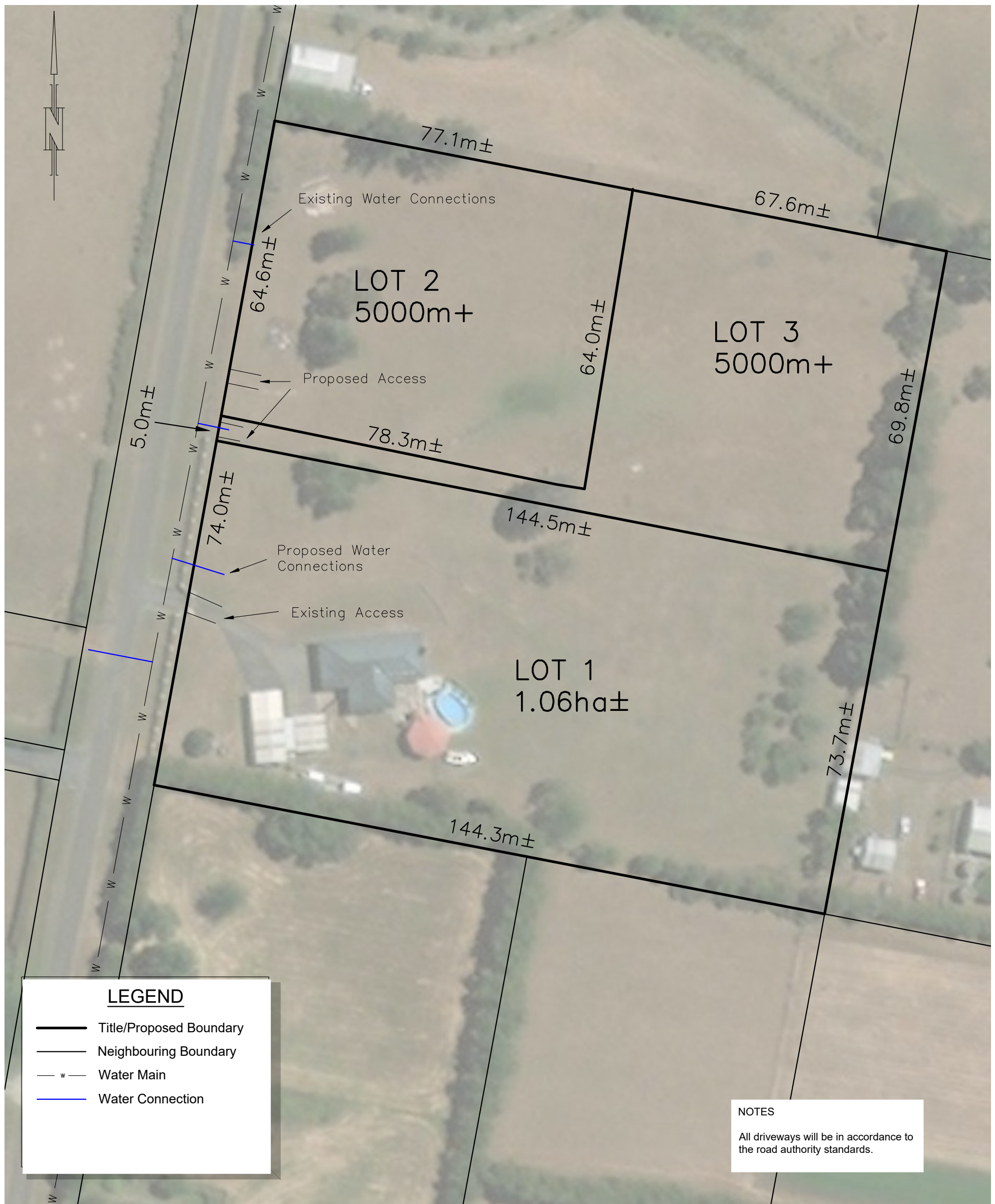
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<b>Owners</b>	Suzanne Hope	<b>Address</b>	23 Five Acre Row, Westbury	This plan has been prepared only for the purpose of obtaining preliminary subdivision approval from the Council and the information shown hereon should be used for no other purpose. All measurements and areas are subject to final survey.							
		<b>Council</b>	Meander Valley Council								
		<b>Planning Scheme</b>	Meander Valley Local Provision Schedule								
		<b>Zone &amp; Overlay</b>	MEA-S11.0 Westbury Specific Area Plan								
<b>Title References</b>	FR 225189/7										
<b>Schedule Of Easements</b>	As shown.										
<b>Scale</b>	1:800	<b>Date</b>	19 April 2021	<b>PDA Reference</b>	47373	<b>Map reference</b>		<b>PID</b>		<b>Point of Interest</b>	488219E, 5402601N





# Bushfire Hazard Management Report: Subdivision

**Report for:** PDA Surveyors

**Property Location:** 23 Five Acre Row, Westbury

**Prepared by:** Scott Livingston

Livingston Natural Resource Services  
299 Relbia Road  
Relbia, 7258

**Date:** 10<sup>th</sup> May 2021



**Client:** PDA Surveyors – S & M Hope

23 Five Acre Row, Westbury, CT 225189/7, PID 7205666.

**Property identification:** Current zoning: Low Density Residential, Tasmanian Planning Scheme - Meander Valley 2021.

**Proposal:** 3 lot subdivision from 1 existing title.

**Assessment** A field inspection of the site was conducted to determine the Bushfire Risk and Bushfire Attack Level.

Assessment by: Scott Livingston

Master Environmental Management, Natural Resource Management Consultant.

Accredited Person under part 4A of the Fire Service Act 1979: Accreditation # BFP-105.

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### LIMITATIONS

This report only deals with potential bushfire risk and does not consider any other potential statutory or planning requirements. This report classifies type of vegetation at time of inspection and cannot be relied upon for future development or changes in vegetation of assessed area.

## DESCRIPTION

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A 3 Lot subdivision is proposed from existing title CT 225189/7 at 23 Five Acre Row, Westbury. The property is zoned Low Density Residential, Tasmanian Planning Scheme - *Meander Valley*.

The property is low threat vegetation within lot 1 and grassland with occasional trees within lots 2 & 3. Surrounding land is a mosaic of low threat vegetation and grassland. Lot 1 will be 1.06 ha and contains an existing dwelling and outbuilding (< 6m from dwelling). Lot 2 & 3 will be 0.5ha and contain no buildings.

The proposed lots have frontage to Five Acre Row The area is serviced by a reticulated water supply.

See Appendix 1 for maps and site plan. Appendix 2 for photos.

## BAL AND RISK ASSESSMENT

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The land is mapped as Bushfire Prone.

### VEGETATION AND SLOPE

lot		North	East	South	West
Lot 2	Vegetation, within 100m lot boundaries	0-100m grassland	0-100m grassland	0-5m grassland (lot 2 access), 5-79m low threat (lot 3), 79-100m grassland	0-18m low threat, (road & verges)18-100m grassland
	Slope (degrees, over 100m)	Down slope 0-5o	Down slope 0-5o	Upslope/flat	Upslope/flat
	BAL Rating at boundary	BAL FZ	BAL FZ	BAL FZ	BAL 12.5
	BAL Rating with HMA & setbacks	BAL 19 / BAL 12.5	BAL 19 / BAL 12.5	BAL 19 / BAL 12.5	BAL 19 / BAL 12.5

1.

Lot 3	Vegetation, within 100m lot boundaries	0-60m grassland, 60-100m low threat	0-100m grassland	0-74m low threat (lot 3), 74-100m grassland	0-78m grassland (lot 1) 78-96m low threat, (road & verges), 96-100m grassland
	Slope (degrees, over 100m)	Down slope 0-5o	Down slope 0-5o	Upslope/flat	Upslope/flat
	BAL Rating at boundary	BAL FZ	BAL FZ	BAL 12.5	BAL FZ
	BAL Rating with HMA & setbacks	BAL 19 / BAL 12.5	BAL 19 / BAL 12.5	BAL 19 / BAL 12.5	BAL 19 / BAL 12.5

Lot 1 existing dwelling	Vegetation, within 100m existing dwelling	0-33m+ low threat, 33+m-100m grassland	0-90m low threat, 90-100m grassland / part low threat	0-21m low threat, 21-100m grassland	0-48m low threat, 48-100m grassland
	Slope (degrees, over 100m)	Down slope 0-5o	Down slope 0-5o	Upslope/flat	Upslope/flat
	BAL Rating existing vegetation	BAL 12.5	BAL Low	BAL 12.5	BAL 12.5
	BAL Rating with HMA*	BAL 19	BAL 19	BAL 19	BAL 19

\*the outbuilding within 6m of the dwelling is within 10m for grassland.

### **BUILDING AREA BAL RATING**

Setback distances for BAL Ratings have been calculated based on the vegetation that will exist after development and have also considered slope gradients. During development it is assumed adjacent lots may be managed as up to forest fuel loads.

Where no setback is required for fire protection other Planning Scheme setbacks may need to be applied, other constraints to building such as topography have not been considered.

The BAL ratings applied are in accordance with the Australian Standard AS3959-2009, *Construction of Buildings in Bushfire Prone Areas*, and it is a requirement that any habitable building, or building within 6m of a habitable building be constructed to the BAL ratings specified in this document as a minimum.

Bushfire Attack Level (BAL)	Predicted Bushfire Attack & Exposure Level
BAL-Low	Insufficient risk to warrant specific construction requirements
BAL-12.5	Ember attack, radiant heat below 12.5kW/m <sup>2</sup>
BAL-19	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 12.5-19kW/m <sup>2</sup>
BAL-29	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 19-29kW/m <sup>2</sup>
BAL-40	Increasing ember attack and burning debris ignited by windborne embers together with increasing heat flux between 29-40kW/m <sup>2</sup>
BAL-FZ	Direct exposure to flames radiant heat and embers from the fire front

**PROPOSED LOT BAL RATING**

All lots have a potential building area at BAL 19. The diagram below shows areas available for BAL 19 construction, on Lot 2 & 3, both lots have reduced areas available for BAL 12.5 construction with increased setbacks and hazard management areas.

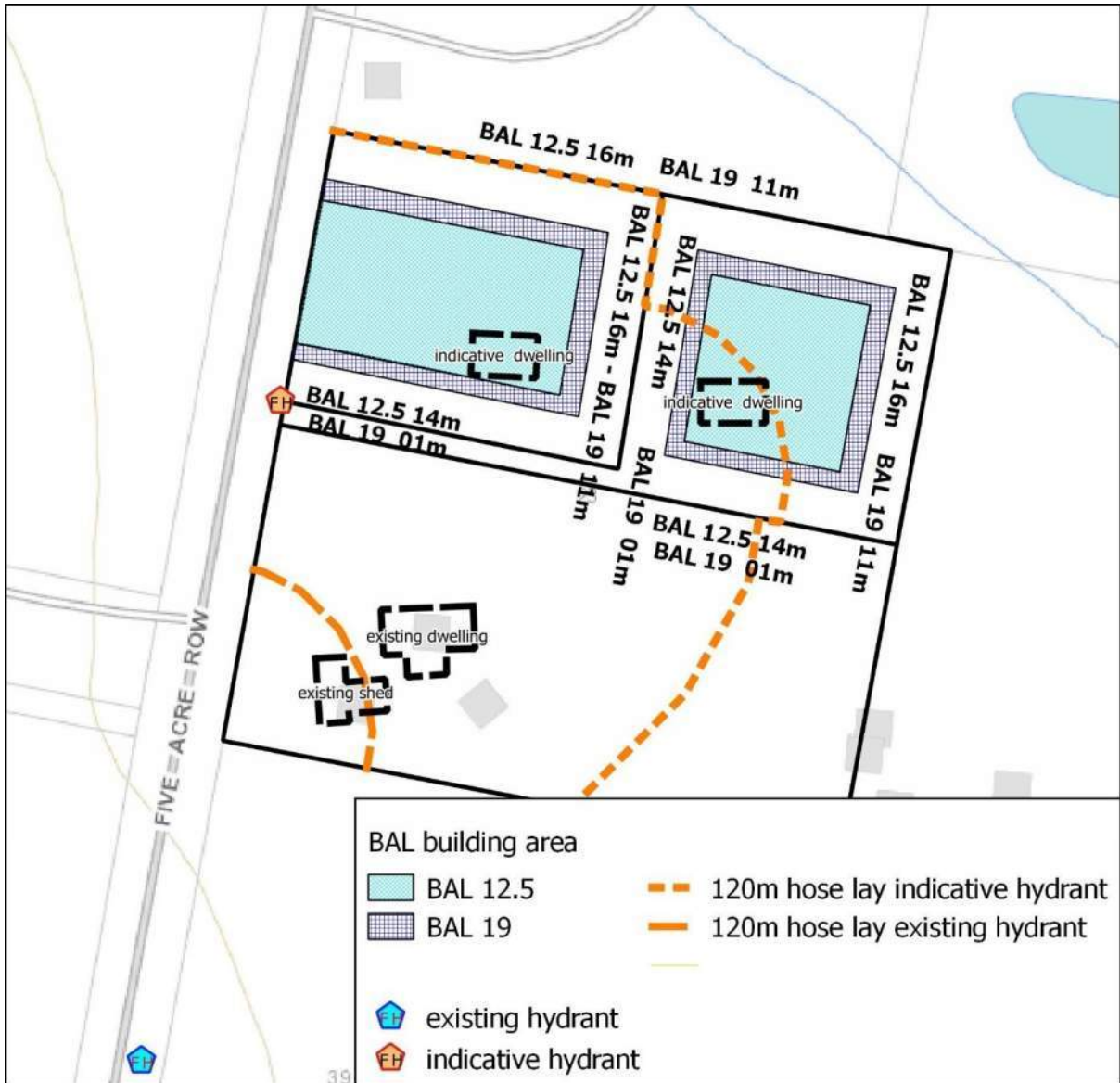


Figure 1: Building Area BAL19 Lot 2 - 3

**HAZARD MANAGEMENT AREAS**

All land within the distances shown below must be managed as Low threat vegetation including maintained lawns (mown to < 100mm), gardens and orchards. It is the responsibility of the owner of a dwelling to maintain hazard management areas for their dwelling.

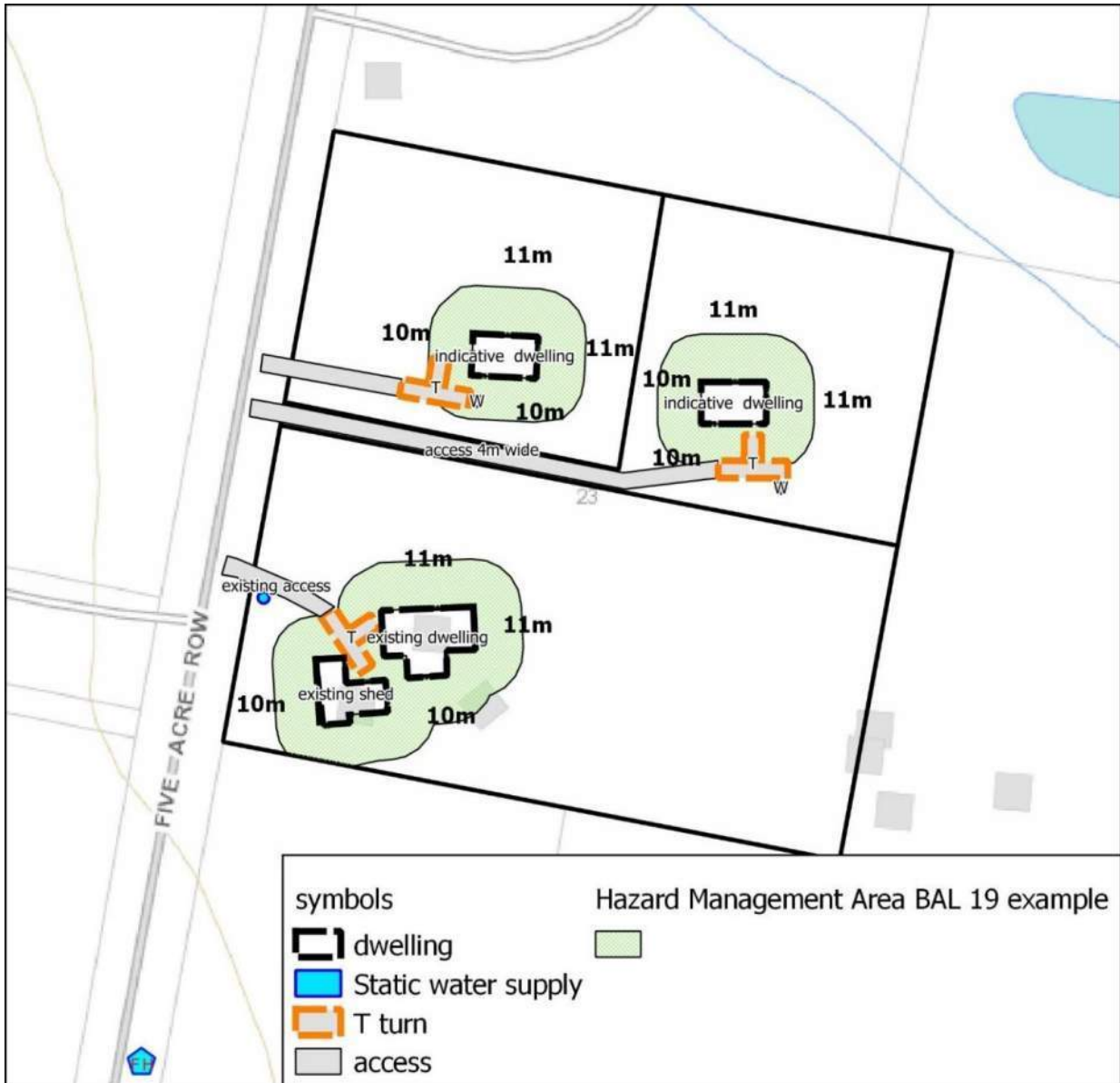


Figure 2: Hazard management Areas

**Lot 1 existing dwelling**

The low threat/ managed land for the existing dwelling (Lot 3) is currently greater than required for BAL 12.5 with the exception of to the south where it meets BAL 19 requirements. It is recommended all existing low threat vegetation is maintained in perpetuity to reduce the threat.

**Future habitable buildings**

Must have hazard management areas in place prior to commencement of construction and be maintained in perpetuity.

building facade	Managed Land - Low Threat Vegetation	
<b>Lot 2 &amp; 3</b>	<b>BAL 112.5</b>	<b>BAL 19</b>
North & East	0-16m	0-11m
South & West	0-14m	0-10m



## ROADS

---

Lots will have access from Five Acre Row. No additional roads required for the subdivision.

## PROPERTY ACCESS

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Access to lots must comply with the relevant elements of Table C13.2 Standards for Property Access, C 13 *Bushfire-Prone Areas Code*. Existing access to Lot 1 dwelling is compliant. No additional requirements apply for Lot 1 existing dwelling, unless the static water supply is more than 3m from existing access.

Lot 2 & 3 access to future the dwellings will be greater than 30m and access will be required to the water supply point and must meet Element B of Table C13.2 prior to commencement of construction.

**Table C13.2 Standards for Property Access**

<b>Element</b>	<b>Requirement</b>
A.	Property access length is less than 30m; or access is not required for a fire appliance to access a fire fighting water point.
B.	<p>There are no specified design and construction requirements.</p> <p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>(a) all-weather construction;</li> <li>(b) load capacity of at least 20t, including for bridges and culverts;</li> <li>(c) minimum carriageway width of 4m;</li> <li>(d) minimum vertical clearance of 4m;</li> <li>(e) minimum horizontal clearance of 0.5m from the edge of the carriageway;</li> <li>(f) cross falls of less than 3 degrees (1:20 or 5%);</li> <li>(g) dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;</li> <li>(h) curves with a minimum inner radius of 10m;</li> <li>(i) maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and terminate with a turning area for fire appliances provided by one of the following: <ul style="list-style-type: none"> <li>(i) a turning circle with a minimum outer radius of 10m; or</li> <li>(ii) a property access encircling the building; or</li> <li>(iii) a hammerhead "T" or "Y" turning head 4m wide and 8m long.</li> </ul> </li> </ul> <p>Property access length is 30m or greater; or access is required for a fire appliance to a fire fighting water point.</p>
C.	Property access length is 200m or greater.
D.	<p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>(a) the requirements for B above; and</li> <li>(b) passing bays of 2m additional carriageway width and 20m length provided every 200m.</li> </ul> <p>The following design and construction requirements apply to property access:</p> <ul style="list-style-type: none"> <li>(a) complies with requirements for B above; and</li> </ul>

Property access length is greater than 30m, and access is provided to 3 or more properties.	(b) passing bays of 2m additional carriageway width and 20m length must be provided every 100m.
---	---

## **FIRE FIGHTING WATER SUPPLY**

The subdivision is serviced by a reticulated supply. The closest existing hydrant is 80m south of Lot3 and is not within a 120m hose lay of the existing dwelling on Lot 3. It may be possible to install a new hydrant compliant with table C13.4 at the same time as the new the Lot 2 water connection point. This would service all of Lot 2, the western half of Lot 3 and the existing dwelling on lot 1. If a new hydrant is not installed the existing dwelling must have static water supply compliant with all elements of Table C13.5 installed prior to sealing of titles and Lots 2 & 3 prior to commencement of construction.

**Table C13.4 Reticulated Water Supply for Fire Fighting**

Element	Requirement
A	<p>The following requirements apply:</p> <p>(a) the building area to be protected must be located within 120m of a fire hydrant; and</p> <p>(b) the distance must be measured as a hose lay, between the fire fighting water point and the furthest part of the building area.</p>
B.	<p>The following requirements apply:</p> <p>(a) fire hydrant system must be designed and constructed in accordance with <i>TasWater Supplement to Water Supply Code of Australia, WSA 03-2011-3.1 MRWA 2nd edition</i>; and</p> <p>(b) fire hydrants are not installed in parking areas.</p>
C.	A hardstand area for fire appliances must be provided:

	<p>(a) no more than 3m from the hydrant, measured as a hose lay;</p> <p>(b) no closer than 6m from the building area to be protected;</p> <p>(c) with a minimum width of 3m constructed to the same standard as the carriageway; and</p> <p>(d) connected to the property access by a carriageway equivalent to the standard of the property access.</p>
--	--

**Table C13.5 Static Water Supply for Fire Fighting**

Element	Requirement
A.	<p>The following requirements apply:</p> <p>(a) the building area to be protected must be located within 90m of the fire fighting water point of a static water supply; and</p> <p>(b) the distance must be measured as a hose lay, between the fire fighting water point and the furthest part of the building area.</p>
B.	<p>The static water supply:</p> <p>(a) may have a remotely located offtake connected to the static water supply;</p> <p>(b) may be a supply for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times;</p> <p>(c) must be a minimum of 10,000L per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems;</p> <p>(d) must be metal, concrete or lagged by non-combustible materials if above ground; and</p> <p>(e) if a tank can be located so it is shielded in all directions in compliance with Section 3.5 of <i>Australian Standard AS3959-2009 Construction of buildings in bushfire-prone areas</i>, the tank may be constructed of any material provided that the lowest 400mm of the tank exterior is protected by:</p>

	<p>(i) metal;  (ii) non-combustible material; or  (iii) fibre-cement a minimum of 6mm thickness.</p> <p>Fittings and pipework associated with a fire fighting water point for a static water supply must:</p> <p>(a) have a minimum nominal internal diameter of 50mm;</p> <p>(b) be fitted with a valve with a minimum nominal internal diameter of 50mm;</p> <p>(c) be metal or lagged by non-combustible materials if above ground;</p> <p>(d) if buried, have a minimum depth of 300mm</p> <p>(e) provide a DIN or NEN standard forged Storz 65mm coupling fitted with a suction washer for connection to fire fighting equipment;</p> <p>(f) ensure the coupling is accessible and available for connection at all times;</p> <p>(g) ensure the coupling is fitted with a blank cap and securing chain (minimum 220mm length);</p> <p>(h) ensure underground tanks have either an opening at the top of not less than 250mm diameter or a coupling compliant with this Table; and</p> <p>if a remote offtake is installed, ensure the offtake is in a position that is:</p> <p>(i) visible;</p> <p>(ii) accessible to allow connection by fire fighting equipment;</p> <p>(iii) at a working height of 450 – 600mm above ground level; and</p> <p>(iv) protected from possible damage, including damage by vehicles.</p>
	<p>Fittings, pipework and accessories (including stands and tank supports).</p>
C.	

D.	Signage for static water connections.	<p>The fire fighting water point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must comply with:</p> <p>(a) water tank signage requirements of <i>Australian Standard AS 2304-2011 Water storage tanks for fire protection systems</i>; or</p> <p>(b) <i>Water Supply Signage Guideline, version 1.0</i>, Tasmanian Fire Service, February 2017.</p>
E.	Hardstand.	<p>A hardstand area for fire appliances must be:</p> <p>(a) no more than 3m from the firefighting water point, measured as a hose lay (including the minimum water level in dams, swimming pools and the like);</p> <p>(b) no closer than 6m from the building area to be protected;</p> <p>(c) a minimum width of 3m constructed to the same standard as the carriageway; and</p> <p>(d) connected to the property access by a carriageway equivalent to the standard of the property access.</p>

## CONCLUSIONS

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A 3 Lot subdivision of existing title CT 225189/7 at 23 Five Acre Row, Westbury is proposed. The area is mapped as bushfire prone.

There is sufficient area on lot 1 to provide for BAL 19 hazard management area for the existing dwelling and associated outbuilding. There is sufficient area on lot 2 & 3 to provide for BAL 19 habitable dwellings or BAL 12.5 habitable buildings with increased setbacks and hazard management areas.

Existing hazard management on Lot 1 existing dwelling exceed requirements but are recommended to be maintained in perpetuity to reduce the threat. Hazard management areas for future habitable buildings must be in place prior to commencement of construction and maintained in perpetuity. It is the responsibility of the owner of a dwelling to maintain Hazard management areas for their dwelling.

No additional roads are required, access to habitable buildings on lot 1 is complaint and no additional works are required provided the static water supply point is within 3m of existing access. Access to future habitable buildings and or water supplies must comply with the relevant elements of Table C13.2 prior to commencement of construction.

Unless an additional hydrant is installed within 120m hose lay of the existing dwelling on Lot 1 a static water supply compliant with table C13.5 prior must be in place to sealing of titles. Any building area on Lots 2 &3 greater than 120m from a hydrant must have a compliant static water supply prior to commencement of construction.

## REFERENCES

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Tasmanian Planning Scheme -Meander Valley (2021)

Standards Australia. (2009). *AS 3959-2009 Construction of Buildings in Bushfire Prone Areas*.



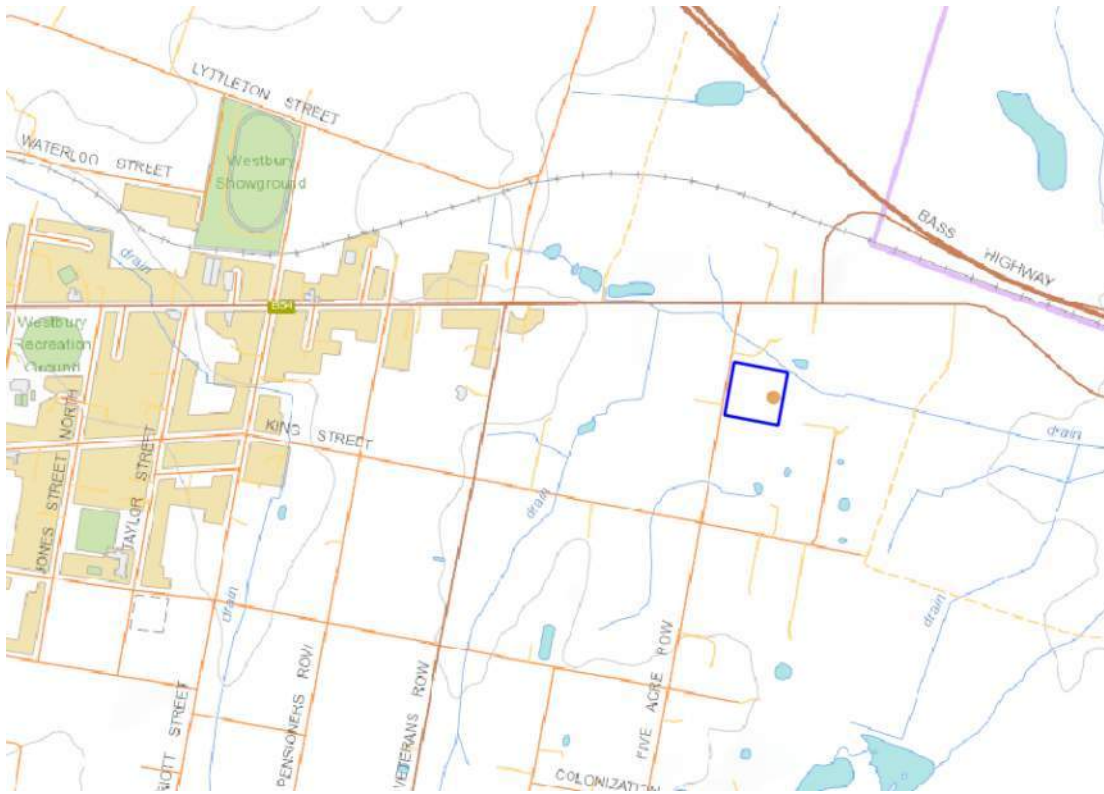


Figure 3: Location, existing title in blue



Figure 4: Aerial Image



# PLAN OF SUBDIVISION



**PDA Surveyors**  
 Surveying, Engineering & Planning  
ABN: 71 217 828 325

127 Bathurst Street Hobart,  
 Tasmania, 7000  
 www.pda.com.au Also at: Kingston,  
 Launceston & Burnie  
 PHONE: +61 03 6234 3217  
 FAX: +61 03 6234 5085  
 EMAIL: pda.hbt@pda.com.au

<b>Owners</b>	Suzanne Hope	<b>Address</b>	23 Five Acre Row, Westbury	This plan has been prepared only for the purpose of obtaining preliminary subdivision approval from the Council and the information shown hereon should be used for no other purpose. All measurements and areas are subject to final survey.			
<b>Title References</b>	FR 225189/7	<b>Council</b>	Meander Valley Council				
<b>Schedule Of Easements</b>	As shown.	<b>Planning Scheme</b>	Meander Valley Local Provision Schedule				
<b>Scale</b>	1:800	<b>Zone &amp; Overlay</b>	MEA-S11.0 Westbury Specific Area Plan				
<b>Date</b>	19 April 2021	<b>PDA Reference</b>	47373	<b>Map reference</b>	<b>PID</b>	<b>Point of Interest GDA94 MGA55</b>	488219E, 5402601N

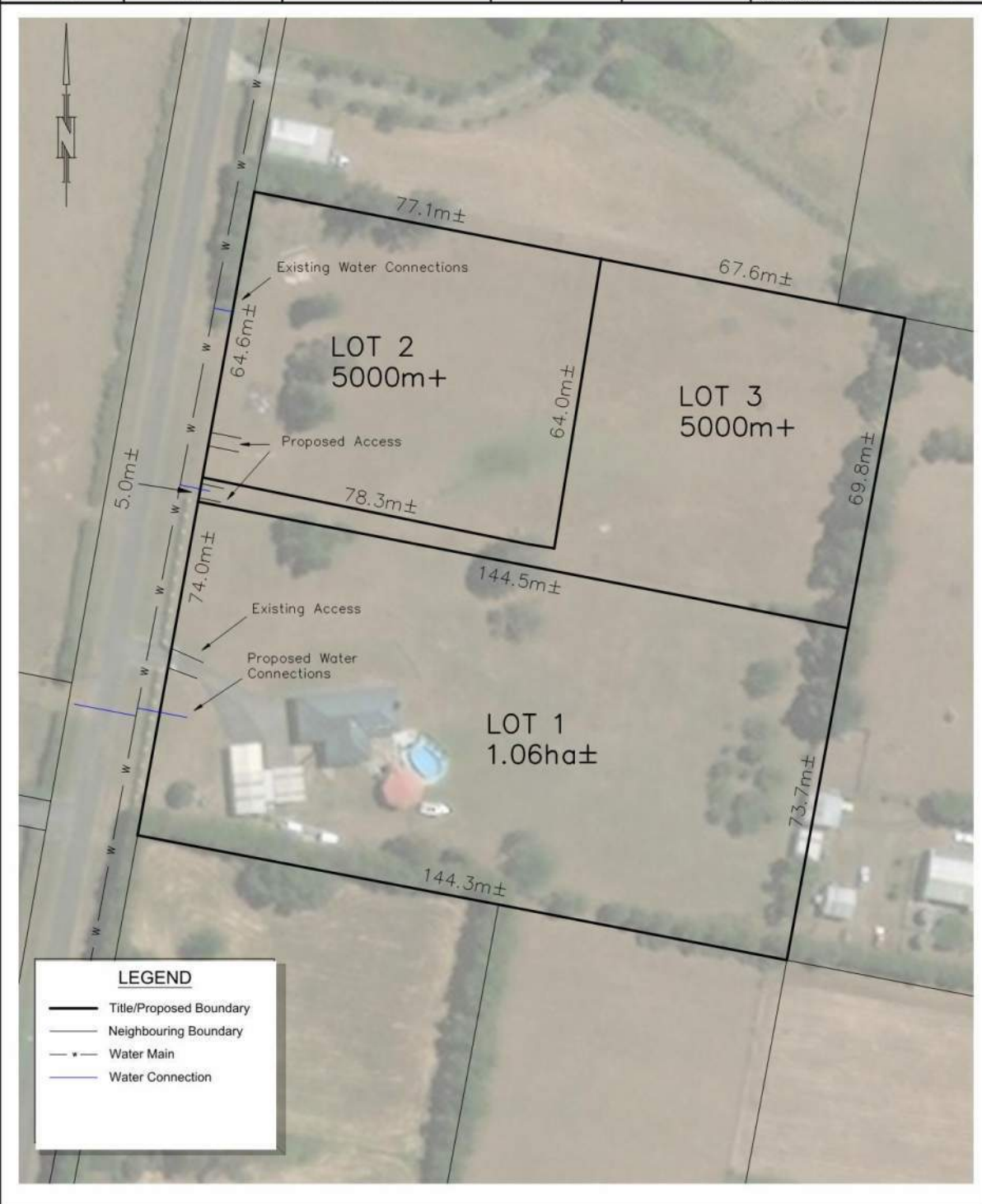


Figure 5: Proposed Subdivision Plan



Figure 6: existing access Lot 1



Figure 7: existing dwelling and low threat vegetation Lot 1





**Figure 8: north east across Lot 2 & 3**



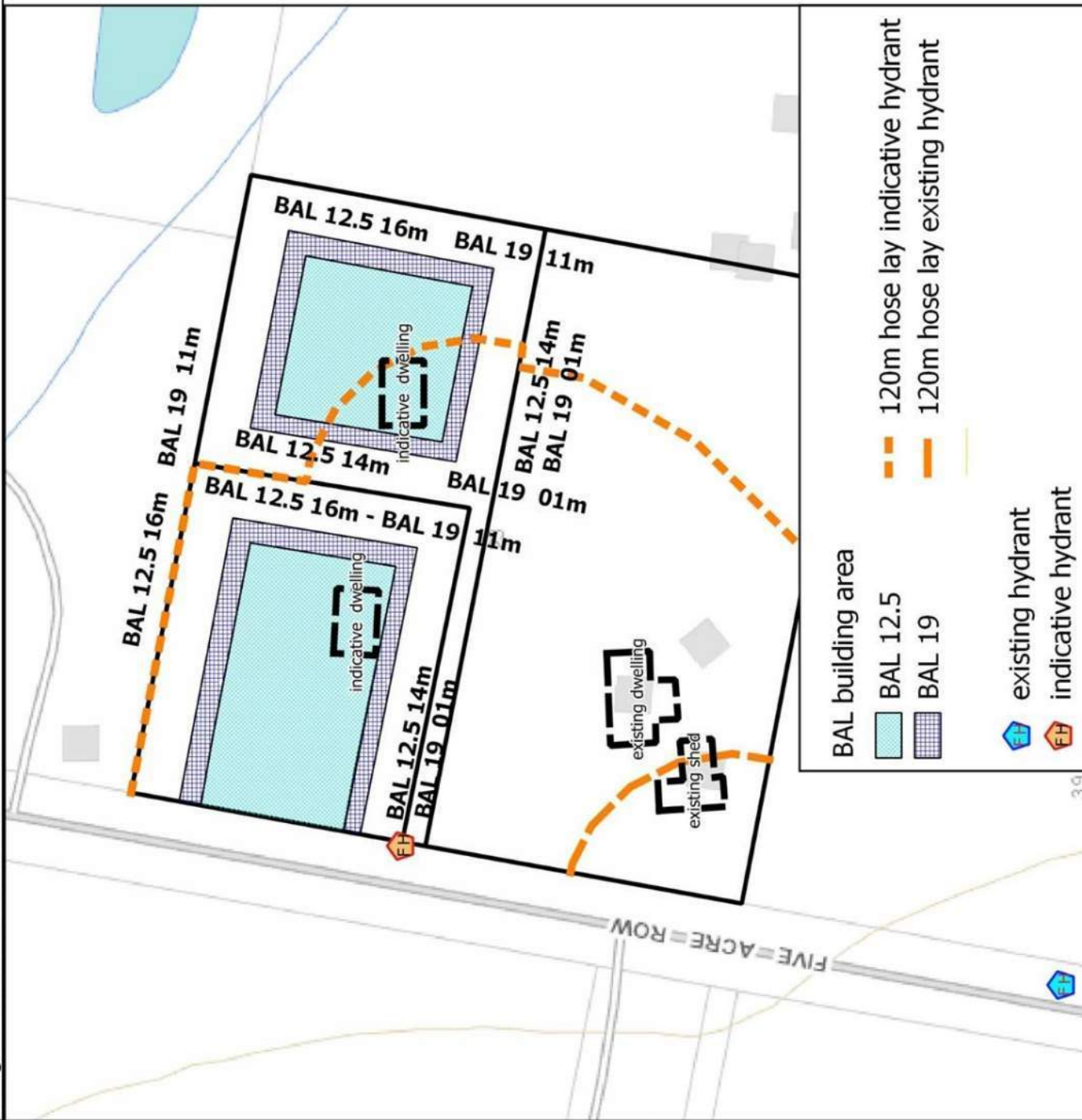
**Figure 9: east across Lot 1 & 3 boundary**



# Bushfire Hazard Management Plan:

This BHMP has been prepared to satisfy the requirements of the Tasmanian Planning Scheme—Meander Valley *Bushfire prone Areas Code*.

This plan should be read in conjunction with the report titled: Bushfire Hazard Management Report 23 Five Acre Row Westbury, Livingston Natural Resource Services



Proposed Development	Subdivision, 3 lots from 1 lot
Plan of Subdivision	PDA Surveyors Plan of Subdivision,
Property Owner	S & M Hope
Address	23 Five Acre Row Westbury
CT	225189/7
PID	7205666

The following must be in place for existing dwelling on Lot 1 prior to sealing of titles

- Static water supply or hydrant within 120m hose lay for future habitable buildings the following must be installed/ compliant prior to commencement of construction and be maintained in perpetuity:
- Hazard Management Areas
- Static water supply or hydrant within 120m hose lay
- Access

The owner of a lot is responsible for management of vegetation and maintenance of infrastructure

## Property Access

Access to a habitable building and/or water supply point it must be constructed to the following standards where greater than 30m or access is required to water supply point.

- The following design and construction requirements apply to property access:
- (a) all-weather construction;
  - (b) load capacity of at least 20t, including for bridges and culverts;
  - (c) minimum carriageway width of 4m;
  - (d) minimum vertical clearance of 4m;
  - (e) minimum horizontal clearance of 0.5m from the edge of the carriageway;
  - (f) cross falls of less than 3 degrees (1:20 or 5%);
  - (g) dips less than 7 degrees (1:8 or 12.5%) entry and exit angle;
  - (h) curves with a minimum inner radius of 10m;
  - (i) maximum gradient of 15 degrees (1:3.5 or 28%) for sealed roads, and 10 degrees (1:5.5 or 18%) for unsealed roads; and
- terminate with a turning area for fire appliances provided by one of the following:
- (i) a turning circle with a minimum outer radius of 10m; or
  - (ii) a property access encircling the building; or
  - (iii) a hammerhead "T" or "Y" turning head 4m wide and 8m long.
- (k) passing bays of 2m additional carriageway width and 20m length provided every 200m.

## Construction: BAL 12.5, BAL 19 as shown

Buildings in Bushfire Prone Area to be built in accordance with the Building Code of Australia and Australian Standard AS3959.

Building setbacks / BAL ratings apply to habitable buildings (Class 1, 2, 3, 8 or 9) and class 10a buildings within 6m of a habitable building.

Scott Livingston  
Accreditation: BFP – 105: 1, 2, 3A, 3B, 3C  
Date 10/5/2021

SRL21/275



## Water Supply

Unless a building area is with 120m hose lay of a hydrant a static water supply to following standards must be installed for each building area

Water supply for existing dwelling on Lot 1 must meet requirements prior to sealing of titles

- (a) the building area to be protected must be located within 90m of the fire fighting water point of a static water supply; and
- (b) the distance must be measured as a hose lay, between the fire fighting water point and the furthest part of the building area.

The static water supply:

- (a) may have a remotely located offtake connected to the static water supply;
- (b) may be a supply for combined use (fire fighting and other uses) but the specified minimum quantity of fire fighting water must be available at all times;
- (c) must be a minimum of 10,000L per building area to be protected. This volume of water must not be used for any other purpose including fire fighting sprinkler or spray systems;
- (d) must be metal, concrete or lagged by non-combustible materials if above ground; and
- (e) if a tank can be located so it is shielded in all directions in compliance with Section 3.5 of *Australian Standard AS3959-2009 Construction of buildings in bushfire-prone areas*, the tank may be constructed of any material provided that the lowest 400mm of the tank exterior is protected by:
  - (i) metal;
  - (ii) non-combustible material; or
  - (iii) fibre-cement a minimum of 6mm thickness.

Fittings and pipework associated with a fire fighting water point for a static water supply must:

- (a) have a minimum nominal internal diameter of 50mm;
- (b) be fitted with a valve with a minimum nominal internal diameter of 50mm;
- (c) be metal or lagged by non-combustible materials if above ground;
- (d) if buried, have a minimum depth of 300mm
- (e) provide a DIN or NEN standard forged Storz 65mm coupling fitted with a suction washer for connection to fire fighting equipment;
- (f) ensure the coupling is accessible and available for connection at all times;
- (g) ensure the coupling is fitted with a blank cap and securing chain (minimum 220mm length);
- (h) ensure underground tanks have either an opening at the top of not less than 250mm diameter or a coupling compliant with this Table; and
- (i) if a remote offtake is installed, ensure the offtake is in a position that is:
  - (i) visible;
  - (ii) accessible to allow connection by fire fighting equipment;
  - (iii) at a working height of 450 – 600mm above ground level; and
  - (iv) protected from possible damage, including damage by vehicles.

The fire fighting water point for a static water supply must be identified by a sign permanently fixed to the exterior of the assembly in a visible location. The sign must comply with:

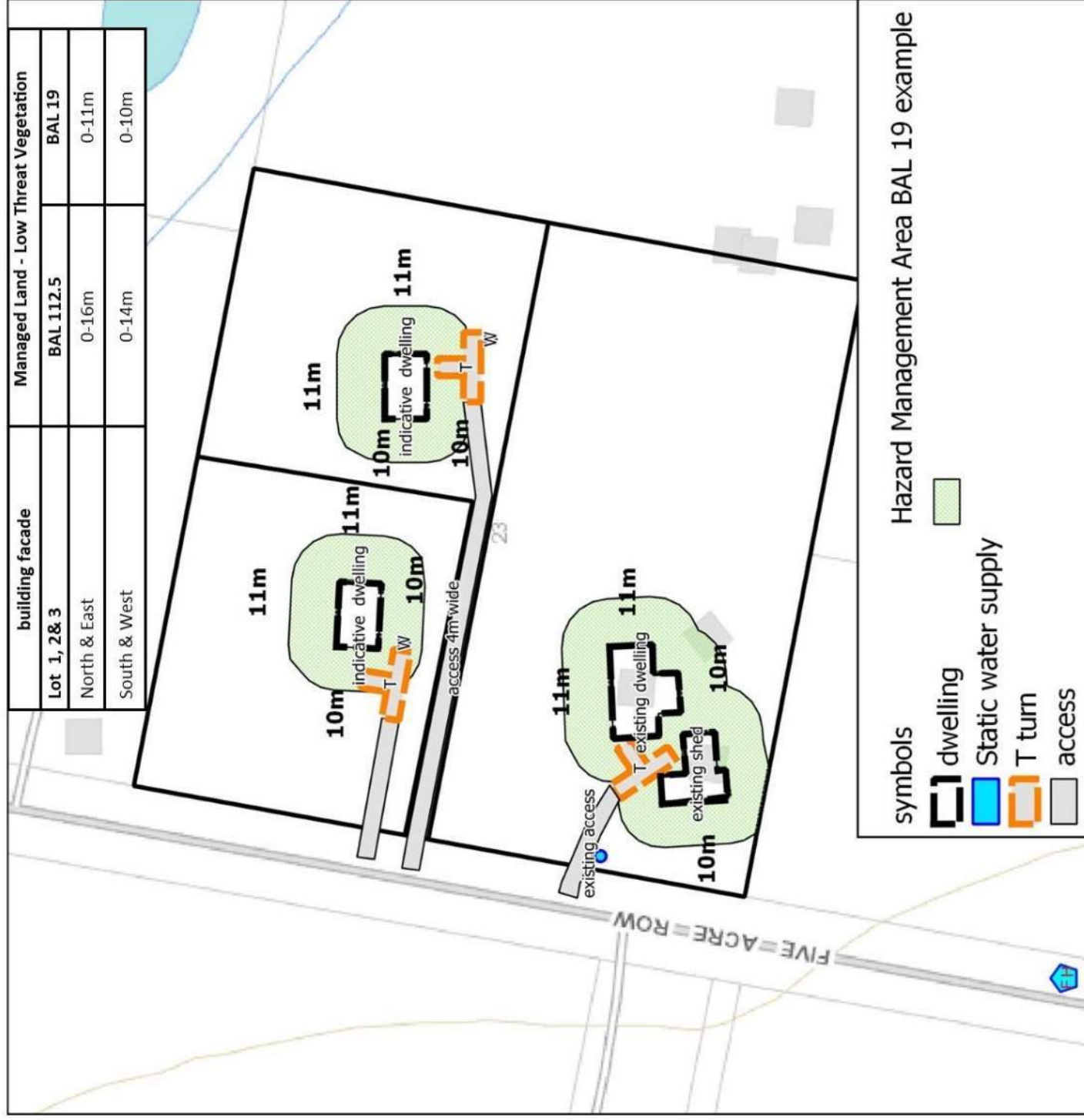
- (a) water tank signage requirements of *Australian Standard AS 2304-2011 Water storage tanks for fire protection systems*; or
- (b) *Water Supply Signage Guideline, version 1.0*, Tasmanian Fire Service, February 2017.

A hardstand area for fire appliances must be:

- (a) no more than 3m from the fire-fighting water point, measured as a hose lay (including the minimum water level in dams, swimming pools and the like);
- (b) no closer than 6m from the building area to be protected;
- (c) a minimum width of 3m constructed to the same standard as the carriageway; and
- (d) connected to the property access by a carriageway equivalent to the standard of the property access.

## Hazard Management Areas (HMA)

Hazard management areas include the area to protect the buildings as well as the access and water supplies. All land within the area shown below is to be managed and maintained in a minimum fuel condition. All land within the distances shown below must be managed as low threat vegetation in perpetuity



Scott Livingston  
Accreditation: BFP – 105:  
1, 2, 3A, 3B, 3C  
Date 10/5/2021

SRL21/275

# BUSHFIRE-PRONE AREAS CODE

## CERTIFICATE<sup>1</sup> UNDER S51(2)(d) LAND USE PLANNING AND APPROVALS ACT 1993

### 1. Land to which certificate applies

The subject site includes property that is proposed for use and development and includes all properties upon which works are proposed for bushfire protection purposes.

**Street address:**

23 Five Acre Row, Westbury

**Certificate of Title / PID:**

CT 225189/7 PID 7205666

### 2. Proposed Use or Development

**Description of proposed Use and Development:**

3 Lot subdivision from 1 existing title

**Applicable Planning Scheme:**

Tasmanian Planning Scheme - Meander Valley 2021

### 3. Documents relied upon

This certificate relates to the following documents:

Title	Author	Date	Version
Bushfire Hazard Management Report 23 Five Acre Row, Westbury	Scott Livingston	10/5/2021	1
Bushfire Hazard Management Plan, 23 Five Acre Row, Westbury	Scott Livingston	10/5/2021	1
Plan of Subdivision	PDA Surveyors	19/4/2021	PO2

### 4. Nature of Certificate

<sup>1</sup> This document is the approved form of certification for this purpose and must not be altered from its original form.

The following requirements are applicable to the proposed use and development:

<input type="checkbox"/>	<b>E1.4 / C13.4 – Use or development exempt from this Code</b>	
	<b>Compliance test</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.4(a) / C13.4.1(a)	Insufficient increase in risk

<input type="checkbox"/>	<b>E1.5.1 / C13.5.1 – Vulnerable Uses</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.5.1 P1 / C13.5.1 P1	<b><i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i></b>
<input type="checkbox"/>	E1.5.1 A2 / C13.5.1 A2	Emergency management strategy
<input type="checkbox"/>	E1.5.1 A3 / C13.5.1 A2	Bushfire hazard management plan

<input type="checkbox"/>	<b>E1.5.2 / C13.5.2 – Hazardous Uses</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.5.2 P1 / C13.5.2 P1	<b><i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i></b>
<input type="checkbox"/>	E1.5.2 A2 / C13.5.2 A2	Emergency management strategy
<input type="checkbox"/>	E1.5.2 A3 / C13.5.2 A3	Bushfire hazard management plan

<input checked="" type="checkbox"/>	<b>E1.6.1 / C13.6.1 Subdivision: Provision of hazard management areas</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.6.1 P1 / C13.6.1 P1	<b><i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i></b>
<input type="checkbox"/>	E1.6.1 A1 (a) / C13.6.1 A1(a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	E1.6.1 A1 (b) / C13.6.1 A1(b)	Provides BAL-19

<input type="checkbox"/>	E1.6.1 A1(c) / C13.6.1 A1(c)	Consent for Part 5 Agreement
--------------------------	------------------------------	------------------------------

<input checked="" type="checkbox"/>	<b>E1.6.2 / C13.6.2 Subdivision: Public and fire fighting access</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.6.2 P1 / C13.6.2 P1	<b><i>Planning authority discretion required. A proposal cannot be certified as compliant with P1.</i></b>
<input type="checkbox"/>	E1.6.2 A1 (a) / C13.6.2 A1 (a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	E1.6.2 A1 (b) / C13.6.2 A1 (b)	Access complies with relevant Tables

<input checked="" type="checkbox"/>	<b>E1.6.3 / C13.1.6.3 Subdivision: Provision of water supply for fire fighting purposes</b>	
	<b>Acceptable Solution</b>	<b>Compliance Requirement</b>
<input type="checkbox"/>	E1.6.3 A1 (a) / C13.6.3 A1 (a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	E1.6.3 A1 (b) / C13.6.3 A1 (b)	Reticulated water supply complies with relevant Table Only if new hydrant installed
<input type="checkbox"/>	E1.6.3 A1 (c) / C13.6.3 A1 (c)	Water supply consistent with the objective
<input type="checkbox"/>	E1.6.3 A2 (a) / C13.6.3 A2 (a)	Insufficient increase in risk
<input checked="" type="checkbox"/>	E1.6.3 A2 (b) / C13.6.3 A2 (b)	Static water supply complies with relevant Table
<input type="checkbox"/>	E1.6.3 A2 (c) / C13.6.3 A2 (c)	Static water supply consistent with the objective



## 5. Bushfire Hazard Practitioner

<b>Name:</b>	Scott Livingston	<b>Phone No:</b>	0438 951 021
<b>Postal Address:</b>	299 Relbia Road, Relbia 7258	<b>Email Address:</b>	scottlivingston.lnrs@gmail.com
<b>Accreditation No:</b>	BFP – 105	<b>Scope:</b>	1, 2, 3A, 3B, 3C

## 6. Certification

I certify that in accordance with the authority given under Part 4A of the *Fire Service Act 1979* that the proposed use and development:

- Is exempt from the requirement Bushfire-Prone Areas Code because, having regard to the objective of all applicable standards in the Code, there is considered to be an insufficient increase in risk to the use or development from bushfire to warrant any specific bushfire protection measures, or
- The Bushfire Hazard Management Plan/s identified in Section 3 of this certificate is/are in accordance with the Chief Officer's requirements and compliant with the relevant **Acceptable Solutions** identified in Section 4 of this Certificate.

**Signed:**  
certifier



**Name:** Scott Livingston      **Date:** 10/5/2021

**Certificate Number:** SRL 21/27S

(for Practitioner Use only)

# CERTIFICATE OF QUALIFIED PERSON – ASSESSABLE ITEM

Form **55**

To:  Owner /Agent

Address

Suburb/postcode

## Qualified person details:

Qualified person:

Address:  Phone No:

Fax No:

Licence No:  Email address:

Qualifications and Insurance details:  (description from Column 3 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)

Speciality area of expertise:  (description from Column 4 of the Director's Determination - Certificates by Qualified Persons for Assessable Items)

## Details of work:

Address: 23 Five Acre Row

Lot No: 2-3

Westbury

7303

Certificate of title No: 225189/7

The assessable item related to this certificate:

Bushfire Attack Level (BAL)

(description of the assessable item being certified)

Assessable item includes –

- a material;
- a design
- a form of construction
- a document
- testing of a component, building system or plumbing system
- an inspection, or assessment, performed

**Certificate details:**

Certificate type:

Bushfire Hazard

(description from Column 1 of Schedule 1 of the Director's Determination - Certificates by Qualified Persons for Assessable Items n)

This certificate is in relation to the above assessable item, at any stage, as part of - (tick one)

building work, plumbing work or plumbing installation or demolition work:

or

a building, temporary structure or plumbing installation:

In issuing this certificate the following matters are relevant –

Documents: Bushfire Attack Level Assessment Report and Bushfire Hazard Management Plan

Relevant calculations: NA

Australian Standard 3959  
Building Regulations 2016  
Tasmanian Planning Scheme: Bushfire-Prone Areas Code C13  
Director's Determination for Bushfire Hazard Areas v1.1 2021

*Substance of Certificate: (what it is that is being certified)*

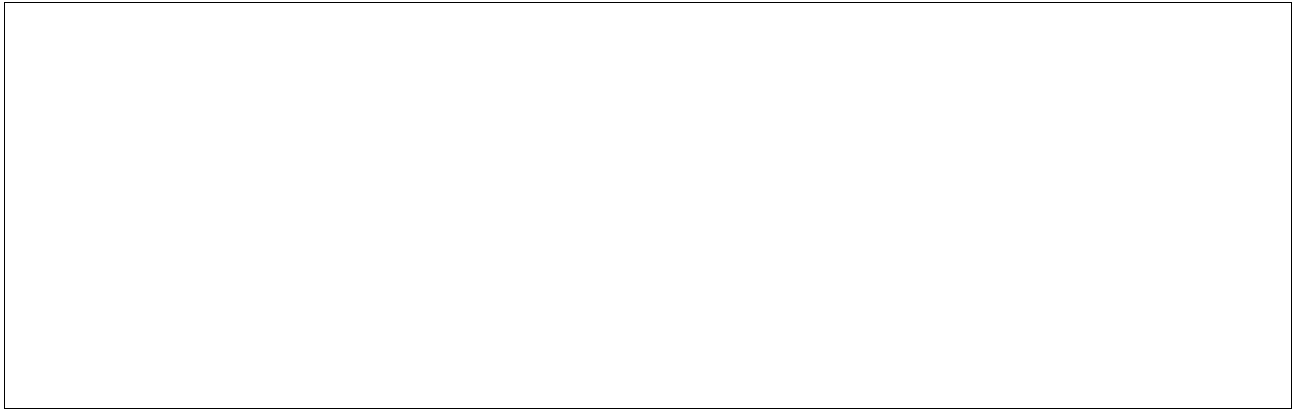
1. Assessment of the site Bushfire Attack Level (BAL) to Australian Standards 3959

Assessed as -BAL 19, BAL 12.5

2. Bushfire Hazard Management Plan

Proposal is compliant with DTS requirements, tables 1, 2, 3A/3B & 4, Director's Determination for Bushfire Hazard Areas v1.1 2021

*Scope and/or Limitations*




**I certify the matters described in this certificate.**

*Signed:*

*Certificate No:*

*Date:*

Qualified person:



SRL21/27S

10/5/2021

## Submission to Planning Authority Notice

<b>Council Planning Permit No.</b>	PA\21\0294	<b>Council notice date</b>	24/05/2021	
<b>TasWater details</b>				
<b>TasWater Reference No.</b>	TWDA 2021/00835-MVC	<b>Date of response</b>	27/05/2021	
<b>TasWater Contact</b>	Georgia Bowen	<b>Phone No.</b>	0467 795 944	
<b>Response issued to</b>				
<b>Council name</b>	MEANDER VALLEY COUNCIL			
<b>Contact details</b>	planning@mvc.tas.gov.au			
<b>Development details</b>				
<b>Address</b>	23 FIVE ACRE ROW , WESTBURY	<b>Property ID (PID)</b>	7205666	
<b>Description of development</b>	3 Lot Subdivision			
<b>Schedule of drawings/documents</b>				
	<b>Prepared by</b>	<b>Drawing/document No.</b>	<b>Revision No.</b>	<b>Date of Issue</b>
	PDA Surveyors	Plan of Subdivision / 47373	--	19/04/2021
<b>Conditions</b>				
<p>Pursuant to the <i>Water and Sewerage Industry Act 2008 (TAS)</i> Section 56P(1) TasWater imposes the following conditions on the permit for this application:</p> <p><b>CONNECTIONS, METERING &amp; BACKFLOW</b></p> <ol style="list-style-type: none"> <li>1. A suitably sized water supply with metered connections and sewerage system and connections to each lot of the development must be designed and constructed to TasWater's satisfaction and be in accordance with any other conditions in this permit.</li> <li>2. Any removal/supply and installation of water meters and/or the removal of redundant and/or installation of new and modified property service connections must be carried out by TasWater at the developer's cost.</li> <li>3. Prior to commencing construction of the subdivision/use of the development, any water connection utilised for construction/the development must have a backflow prevention device and water meter installed, to the satisfaction of TasWater.</li> </ol> <p><b>FINAL PLANS, EASEMENTS &amp; ENDORSEMENTS</b></p> <ol style="list-style-type: none"> <li>4. Prior to the Sealing of the Final Plan of Survey, a Consent to Register a Legal Document must be obtained from TasWater as evidence of compliance with these conditions when application for sealing is made. <i>Advice: Council will refer the Final Plan of Survey to TasWater requesting Consent to Register a Legal Document be issued directly to them on behalf of the applicant.</i></li> </ol> <p><b>DEVELOPMENT ASSESSMENT FEES</b></p> <ol style="list-style-type: none"> <li>5. The applicant or landowner as the case may be, must pay a development assessment fee of \$351.28, and a Consent to Register a Legal Document fee of \$149.20 to TasWater, as approved by the Economic Regulator and the fees will be indexed, until the date paid to TasWater.  The payment is required within 30 days of the issue of an invoice by TasWater.</li> </ol>				

**Advice**

**General**

For information on TasWater development standards, please visit <http://www.taswater.com.au/Development/Development-Standards>

For application forms please visit <http://www.taswater.com.au/Development/Forms>

**Service Locations**

Please note that the developer is responsible for arranging to locate the existing TasWater infrastructure and clearly showing it on the drawings. Existing TasWater infrastructure may be located by a surveyor and/or a private contractor engaged at the developers cost to locate the infrastructure.

A copy of the GIS is included in email with this notice and should aid in updating of the documentation.

The location of this infrastructure as shown on the GIS is indicative only.

- (a) A permit is required to work within TasWater’s easements or in the vicinity of its infrastructure. Further information can be obtained from TasWater
- (b) TasWater has listed a number of service providers who can provide asset detection and location services should you require it. Visit [www.taswater.com.au/Development/Service-location](http://www.taswater.com.au/Development/Service-location) for a list of companies
- (c) TasWater will locate residential water stop taps free of charge
- (d) Sewer drainage plans or Inspection Openings (IO) for residential properties are available from your local council.

**Water Meters**

- (e) The preferred location for water meters is 500mm from the lot boundary at which the water connection enters the lot and 500mm from the edge of the driveway. Plans submitted at the CCW stage should indicate the proposed meter location closer to the proposed crossovers (allowing for future driveway provision).
- (f) Water meters located in vehicular manoeuvring areas must be housed in a trafficable lid and surrounds to be supplied and installed by TasWater’s contractor at the developers cost. Box and meter to be adjusted to suit finished surface level by the developer at their cost.

**Declaration**

The drawings/documents and conditions stated above constitute TasWater’s Submission to Planning Authority Notice.

**Authorised by**



**Jason Taylor**  
Development Assessment Manager

**TasWater Contact Details**

Phone	13 6992	Email	development@taswater.com.au
Mail	GPO Box 1393 Hobart TAS 7001	Web	www.taswater.com.au



PA\21\0294  
Subdivision

14005	
28 JUN 2021	MVC
LR	DRS
OD	✓

28<sup>th</sup> June 2021

To the General Manager: Meander Valley Council Planning Services

26 Lyall St Westbury, Tasmania (PO Box 102)

Dear General Manager & Meander Valley Council,

I write in response to the development application for 23 Five Acre Row Westbury,

Ref No. PA\21\0294

Thank you for the opportunity to respond and for the extension. I went to view the report on the application. It seems to focus on the subject of fire hazard of any existing vegetation, and is deemed safe in this respect, and I do agree. However, I feel more should be said about this property.

The proposed development indicates division of the property into 3 lots. When we were given the opportunity to vote, I did not vote for subdividing the five acre lots this small, as I wish to see the integrity of the rural village and small 'hobby farm' aspects retained in Westbury, especially around the outer streets. This is the reason I chose to live in Five Acre Row, so I could enjoy life with paddocks, trees and farm animals around, and with beautiful views. It's also the reason many other people choose to live here, and so they can have somewhere to keep horses, sheep or alpacas etc. It's a lifestyle choice, as opposed to living in built up areas.

I indicated in my vote that I thought some subdivision could be allowed, but not smaller than 2.5 acres, and that Five Acre Row should be left as Five acre lots as the street Title states. In hind-sight I think I should have voted to allow no subdivision at all, as I realise now that if we give an inch, some persons think it gives them the authority to take a mile, so to speak. I also disagree with allowing persons in a little office in Hobart or wherever, to make the final decision on the planning scheme for Westbury and other country villages around Tasmania, with which they probably have no connection or care.

Nothing is ever really just black and white though. What's the motivation, behind the decision of my neighbours the Hope's, for wanting to subdivide their property? Can we know this? Is it merely monetary or of a more personal nature? The Hope's are nice people and have been good neighbours. They probably have no idea how much I have appreciated viewing their paddocks containing several lovely trees and their delightful flock of Suffolk sheep over the years I have lived near them in Five Acre Row. I would be very sad to see it developed for building, as it does enhance my well-being to see the paddocks and talk to the sheep, and was especially so during COVID.

I worry about the future of Westbury, and how far will the development be allowed to go once it's allowed to begin? This impinges on my mental and spiritual well-being. I require a lot of space around me for my well-being. We have just had National Mental Health Week, so please consider the importance of these aspects. For eg, when the block next to mine was sold, I spent many sleepless nights when I learned that a house and sheds were to be permitted to be built right where my favourite view of Quamby Bluff is, the view which highly influenced my choice to buy this property, and which I use as a logo for my Tasmanian Watercolour Art business. I was told I could not complain on the grounds of protecting a view. This seems very ignorant, or should I say indifferent? We should know by now that indifference is one of the biggest dangers to society and the environment. I expect to see good foresight in planning for our town and in protecting the long-term integrity of such aspects, both monetary and non-monetary such as historic and visual.



2.

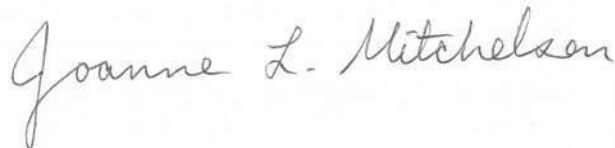
In ref to the proposed subdivision at No 23, I also wonder about the proximity of the creek/ditch in the neighbouring property, and how far does this flood during heavy rain, and would this still make it suitable to build on anyway? The top section (West) closest to the house belonging to the Hope's might be suitable, but more consideration also needs to put into how close a house can be built to a neighbouring fence-line in a low density area. At the moment it allows them to be built far too close. (I no longer feel quite 'comfortable' going into my orchard and paddock for this reason). It's not that I dislike any of the neighbours, I do like them. It's because I value privacy, space, aesthetics, and have a need to be a 'fringe dweller', and my property provided this when I chose it.

I just want the council to have the full awareness that if you allow any development, it's probably going to be with us for a long time, so please choose carefully. Let us see the big picture for our future. Please realise economics and 'development' are not the only aspect needed for our future. If we have not good health, happiness, culture and spiritual well-being, money is not worth anything.

Thank you for hearing my thoughts for your consideration.

Kind Regards,

Joanne Mitchelson



Address:

30 Five Acre Row, Westbury

Mobile phone number: 0408133151

**From:** Karen Murray  
**Sent:** Tuesday, 15 June 2021 12:39 AM  
**To:** Planning @ Meander Valley Council

PA\21\0294

14/6/2021

Dear Mr John Jordan,

I, Karen Murray of 24 Five Acre Row, Westbury Tasmania 7303 object to the proposed subdivision of land situated at 23 Five Acre Row, Westbury, Tasmania 7303 for the prospect of building purposes.

As a long term resident of the area in question, I believe that this area is unable to support the number of dwellings intended due to the structure of the land. There is a natural watercourse that runs from the south-west originating off Dexter Street, through King Street and behind my property to the northern end of said property in question approximately 50 meters from the proposed new driveways. In the time I have resided at my property, the road and those two new proposed blocks have been under water numerous times.

This 5 acre block is one of the original 5 acre blocks granted to one of our many Retired Military Pensioners who were to call Westbury home. These blocks WERE NEVER TO BE SUBDIVIDED. With a little skulduggery, Westbury is fast becoming a satellite concrete suburb of Launceston.

People purchase these blocks for their own personal space, their own escape to the country, to run a small business, have some animals etc. Allowing these types of subdivisions to occur we are all living on top of each other and being overlooked. I certainly didn't purchase my property to be overlooked by a village, I purchased my property for the views and peacefulness of the area. My how times have changed and NOT for the better.

Westbury is no longer the Historic English Village the Meander Valley Council perceive it to be. In the last 4 years there have been NUMEROUS subdivisions of these unique and historic 5 acre blocks and I can well assure you that anyone who reads this objection will agree that most of these developments are eyesores. Barely a kilometre south of this proposed subdivision another unique 5 acre block was subdivided into four lots, 2 of those lots were under the recommended lot size for Westbury but who cares - NO-ONE CARES. NO-ONE CARES that all but 2 of the majestic Eucalyptus Gumtrees (which were to remain as they were Australian Native Trees) have been REMOVED from this property. NO-ONE CARES that the "NEW" residents who use Five Acre Row to access Ritchie Street and beyond believe that the speed limit is 60kph, they believe it's The Hume Highway! NO-ONE will CARE until a serious event occurs.

A quote by Ed Begley Jr. sums up the attitudes of people in the 21st century :

"When we DESTROY something created by MAN we call it VANDALISM  
But when we DESTROY something created by NATURE we call it PROGRESS"

Yours sincerely

Karen Murray,  
24 Five Acre Row,  
Westbury, Tasmania 7303.

PH. 0419 574 536.

# **CORPORATE SERVICES 1**

Reference No. 126/2021

## **2021-22 BUDGET ESTIMATES, LONG TERM FINANCIAL PLAN UPDATE AND RATES RESOLUTION**

**AUTHOR:** Jonathan Harmey  
Director Corporate Services

---

### **1) Recommendation**

***It is recommended that:***

- A. Pursuant to section 82(3)(a) of the Local Government Act 1993 (Act) Council adopts the Budget Estimates for the financial year ending 30 June 2022. The proposed Budget Estimates are set out in full in Attachment 1.***
- B. Pursuant to Section 82(6) of the Act, Council authorises the General Manager to make minor adjustments up to \$20,000 to individual items within the estimated operating expenditure under section 82(2)(b) and the estimated capital works under section 82(2)(d), so long as the total amount of the estimate is not altered.***
- C. Pursuant to Part 9 of the Act Council adopts the following rates and charges for the period 1 July 2021 to 30 June 2022:***
  - 1. General Rate***
    - a) That pursuant to Section 90 of the Local Government Act 1993 (the Act), Council makes the following General Rate in relation to all rateable land (excluding land which is exempt pursuant to the provisions of Section 87) within the municipal area for the period commencing 1 July 2021 and ending on 30 June 2022, namely a rate of 5.895 cents in the dollar of assessed annual value of the land;***
    - b) That pursuant to Section 90(4) of the Act, Council sets a minimum amount payable in respect of the General Rate of \$200.***

## **2. Service Rates and Service Charges**

***That pursuant to Sections 93, 93A and 94 of the Act, Council makes the following Service Rates and Service Charges in respect of all rateable land within the municipal area (including land which is otherwise exempt from rates pursuant to Section 87) for the period commencing 1 July 2021 and ending on 30 June 2022 namely:***

***a) A service charge for waste management in respect of all lands of \$107 for the making available of waste management facilities.***

***b) That pursuant to Section 94(3A) of the Act, Council declares, that the service charge for waste management is varied as follows:***

***i. by reason of the provision of a standard kerbside waste collection service, ie one 80 litre mobile garbage bin and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service, by increasing it by \$195 to \$302;***

***ii. by reason of the provision of an extra capacity kerbside waste collection service ie one 140 litre mobile garbage bin and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service by increasing it by \$215 to \$322;***

***iii. by reason of the provision of an additional extra capacity kerbside waste collection service ie one 240 litre (or two 140 litre) mobile garbage bin(s) and one mobile recycling bin, and including alternate weekly garbage and green waste collection where provided, the service charge for waste management is varied for all lands receiving such a service by increasing it by \$430 to \$537;***

***iv. by reason of the locality and provision of an extra capacity kerbside waste collection service ie one 140 litre mobile garbage bin and one mobile recycling bin, upsized from the***

***standard kerbside waste collection (as per 2b)i above), during the trial and implementation of alternate weekly green waste collection at Blackstone Heights the service charge for waste management is varied for all lands receiving such a service by reducing it by \$20 to \$302;***

***v. by reason of the locality and provision of an additional extra capacity kerbside waste collection service ie one 240 litre mobile garbage bin (or two 140 litre) mobile garbage bin(s) and one mobile recycling bin, upsized from the extra capacity kerbside waste collection (as per 2b)ii above), during the trial and implementation of alternate weekly green waste collection at Blackstone Heights, the service charge for waste management is varied for all lands receiving such a service by reducing it by \$215 to \$322;***

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

***i. in respect of the Launceston Permanent Brigade Rating District of 1.459 cents in the dollar of assessed annual value of rateable land within that District; and***

***ii. in respect of the Volunteer Brigade Rating Districts of 0.387 cents in the dollar of assessed annual value of rateable land within those Districts; and***

***iii. in respect of General Land of 0.353 cents in the dollar of assessed annual value of rateable General land.***

***d) That pursuant to Section 93(3) of the Act, Council sets a minimum amount payable in respect of the fire protection service rates of \$42.***

### **3. Separate Apportionments**

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

#### **4. Instalment Payments**

***That pursuant to Section 124 of the Act Council:***

- a) Decides all rates are payable by all ratepayers by four approximately equal instalments;***
- b) Determines that the dates by which instalments are to be paid shall be as follows:***
  - i. The first instalment on or before 31 August 2021***
  - ii. The second instalment on or before 29 October 2021***
  - iii. The third instalment on or before 31 January 2022***
  - iv. The fourth instalment on or before 31 March 2022***

#### **5. Interest on Late Payments**

***That pursuant to Section 128 of the Act, if any rate or instalment is not paid on or before the date it falls due then there is payable a daily interest charge of 0.021562% (7.87% per annum) in respect of the unpaid rate or instalment for the period during which it is unpaid.***

#### **6. Adjusted Values**

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

## **2) Officer's Report**

The 2021-22 Budget Estimates, Long Term Financial Plan (Financial Plan) summary update and rates resolution for the 2021-22 financial year are presented for adoption by Council. A detailed analysis of the various aspects of the Budget Estimates is provided in the attached Budget Estimates & Rates Resolution Report.

The Budget Estimates, Financial Plan and rates resolution will provide the continuation of many essential services to the community. The intention of Council's Budget Estimates is to generate sufficient rate revenue to fund operating expenditure, while keeping cost increases to a minimum. Council

must balance the increasing needs of the community with the property owners capacity to pay for additional community services.

Council has developed the 2021-22 Budget Estimates to deliver an operating loss position of \$653,200. The loss position follows the declaration of Public Health Emergency Declaration in 2020 and subsequent Meander Valley Council COVID-19 Recovery Package which has been delivered at a cost of \$1.7 million. The Recovery Package placed pressure on Council's Financial Plan, however this is expected to return to a break even position in 2022-23, subject to a reduction in one off expenditure projects to normal (pre-COVID) levels.

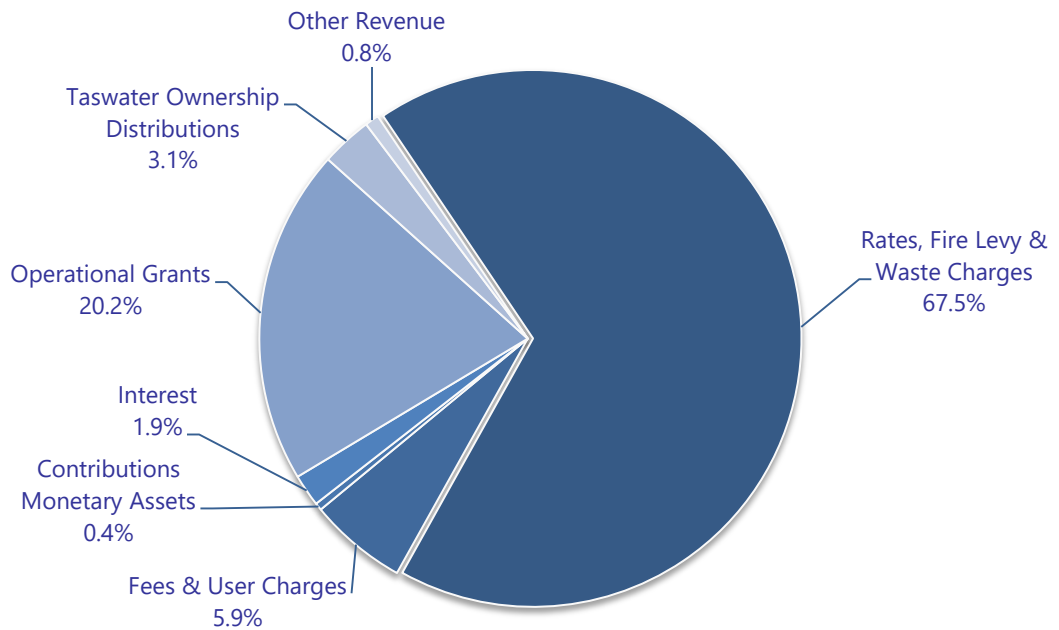
The 2021-22 Budget Estimates fully fund a capital expenditure program of \$11.4 million. This will see renewal of existing road, bridge, stormwater and recreation assets and provision of some new community infrastructure. One major project is commencement of the waste management strategy with a new transfer station facility to be constructed at the Deloraine Waste Disposal Centre. There are planned recreation projects including the ground upgrades at the Deloraine Football Club, renewal of the Las Vegas Drive playground and delivery of a new pump track facility at Deloraine.

Council is mindful that many property owners have been negatively impacted by the difficult economic environment we are currently in. As Council maintain and upgrade infrastructure assets, it is also negatively impacted, for example materials such as concrete, steel and timber in infrastructure construction have all recently experienced significant cost increases. It is pleasing to see that in 2021-22 Meander Valley Council will again provide the lowest General Rates in Northern Tasmania.

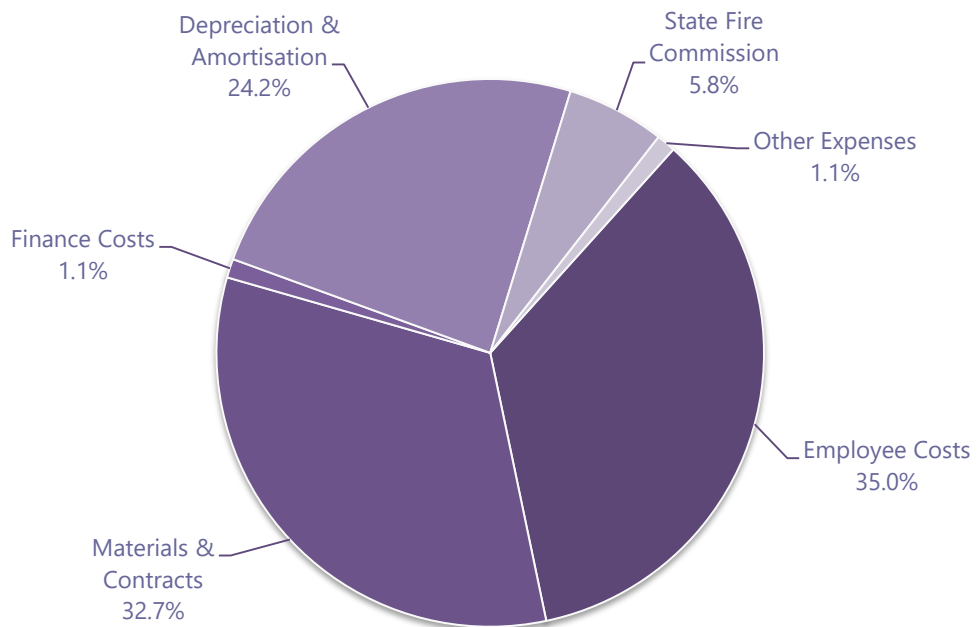
Property owners will experience an average increase of 3.75% after receiving no increase last year. In May 2021 Council approved the waste management strategy principles that aim to provide for the long term management of waste from property owners and street bins, within the Meander Valley area. Council's contractor has increased the cost of kerbside garbage and recycling bin services which will be passed on to property owners that receive this service. The fixed waste management charge for all properties, for the management and planning of tips and transfer stations, will increase to \$107 for 2021-22. Property owners will also receive two (2) vouchers for waste disposal at a Meander Valley Council facility or the regional waste facility at Remount Road, Launceston.



The Budget Estimates include operational revenue of \$21,676,900 in 2021-22 sourced from the following areas:



The Budget Estimates include operational expenditure of \$22,330,100 in 2021-22 to be incurred in the following areas:



The Budget Estimates, Financial Plan and rates resolution were discussed at Council Workshops on 8 June and 22 June 2021.

### **3) Council Strategy and Policy**

The Budget Estimates and rates resolution are guided by Council Policy No. 77 (Rates and Charges) and Council's Financial Management Strategy.

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

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

- Future direction (5) - Innovative leadership and community governance
- Future direction (6) - Planned infrastructure services

### **4) Legislation**

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

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

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

### **5) Risk Management**

Not applicable

### **6) Government and Agency Consultation**

Not applicable

### **7) Community Consultation**

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

## 8) Financial Consideration

The 2021-22 Budget Estimates are summarised as follows:

<b>Budget Estimates item</b>	<b>2021-22</b>
Operating Revenue	
Rates & Charges	\$14,641,800
Fees & User Charges	\$1,282,300
Contributions	\$95,900
Interest	\$420,700
Operating Grants	\$4,387,300
TasWater Distributions	\$667,200
Other Revenue	\$181,700
<b>Total Operating Revenue</b>	<b>\$21,676,900</b>
Operating Expenditure	
Operating Wages	\$7,826,500
Operating Materials & Contracts	\$7,308,900
Finance Costs	\$248,800
Depreciation	\$5,400,400
State Fire Contribution	\$1,294,700
Other Expenditure	\$250,800
<b>Total Operating Expenditure</b>	<b>(\$22,330,100)</b>
<b>Underlying Surplus/(Deficit)</b>	<b>(\$653,200)</b>

<b>Budget Estimates item</b>	<b>2021-22</b>
Capital Revenue	\$5,454,100
Capital Expenditure	(\$11,382,400)
Opening Cash & Investment Balance	\$18,701,800
Closing Cash & Investment Balance	\$17,983,700

## 9) Alternative Recommendations

Council can adopt the Budget Estimates, Long Term Financial Plan Update and rates resolution with amendment.

## 10) Voting Requirements

Absolute Majority

## DECISION:



# MEANDER VALLEY COUNCIL

## BUDGET ESTIMATES & RATES RESOLUTION 2021-22





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## Basis of Preparation

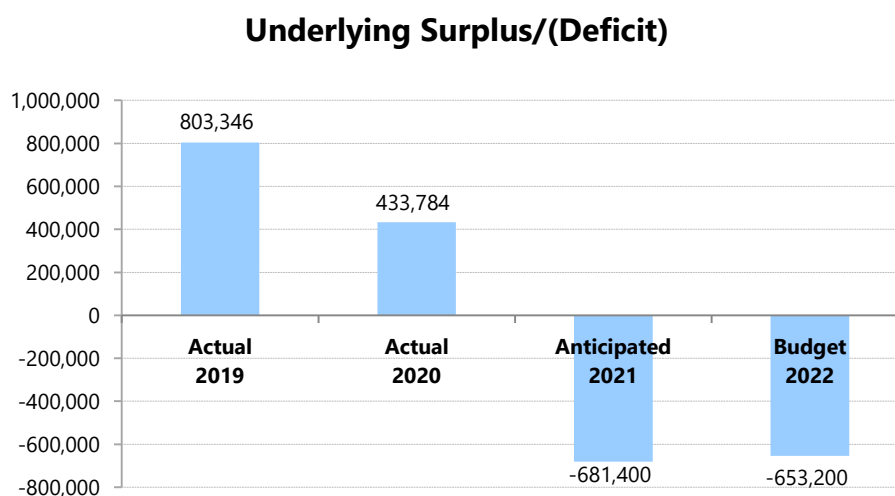
The operating budget estimates and rates resolution is presented for the 2022 financial year. The requirements of Council Policy 77 'Rates and Charges' (Rates Policy) and Council's Financial Management Strategy have been taken into consideration. The objective of the Rates Policy is to maintain a sustainable rates system that provides revenue stability and supports a balanced budget to avoid placing the burden of current expenditure on future generations. The purpose of the Financial Management Strategy is to manage the Long Term Financial Plan to retain an underlying surplus after excluding capital income and expenditure. In preparing the operating budget, Council considers the demand for services and the cost of maintaining facilities for the benefit of community members.

## Underlying Deficit

The 2022 operating budget provides for an underlying deficit (loss) of \$653,200. After removing the impact of higher than average one off expenditure the position is an estimated deficit of \$99,600. The general rates increases and changes to the waste service charges are designed to return the waste function to a cost recovery position and recover some of the extraordinary financial pressures caused by the COVID-19 pandemic and associated "Community Care and Recovery Package COVID-19 Pandemic" (Recovery Package) approved by Council on 7 April 2020. In forming the Recovery Package Council identified that a loss would be established for the 2021 financial year on the basis that the long term costs to Council of the pandemic are made back over the ten year Long Term Financial Plan (LTFP). Continuing to provide for a surplus into the future remains a challenge for Council. Funding for specific one off projects and programs to be delivered (Attachment 3) have been considered and accommodated within the context of the Long Term Financial Plan, they are unusually high in 2022 with a number funded by external operating grants.

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

Table 1: Actual and budget underlying surplus / (deficit) 2019 to 2022

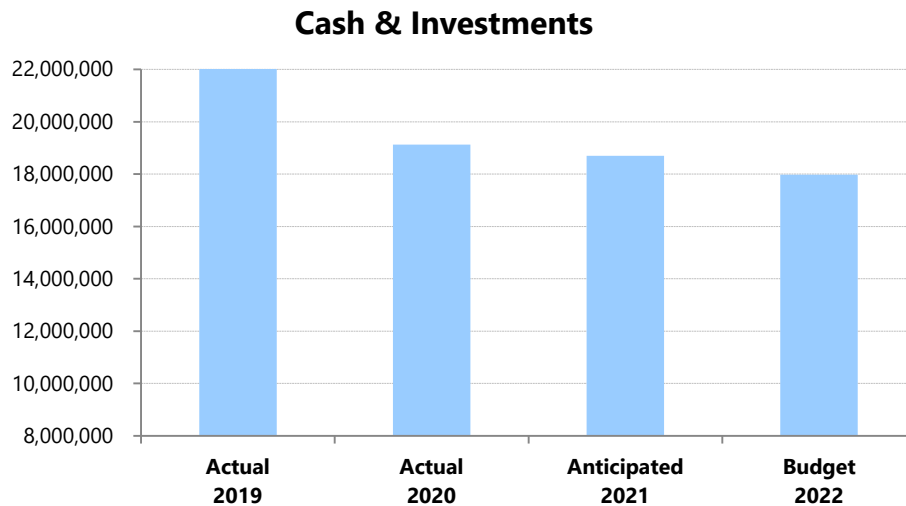




## Cash & Investments

The opening cash & investments balance in 2021 was \$19,126,100, this is before removing total liabilities at the time of \$11,225,300. The balance is estimated to be reduced to \$17,983,700 at the end of 2022 before taking into account any liabilities (assumed to be a similar amount).

Table 2: Actual and budget cash & investments balance 2019 to 2022



## Capital Works Expenditure

The Infrastructure and Works departments continue to manage increased capital works expenditure programs. The amounts in table 3 include the program approved by Council in May each year. Accelerated and new capital expenditure will increase depreciation and maintenance expenses in future operating budgets. Council approved the 2022 capital works projects at the May 2021 meeting; this combined with the estimated carry over projects from prior years brings the works in 2022 to \$11,382,400.

Table 3: Budgeted capital works expenditure 2019 to 2022

	2019	2020	2021	2022
Capital Works Program amount	\$8,181,500	\$7,641,000	\$11,499,000	\$9,436,800
Carried Forward amount	\$5,571,600	\$4,337,100	\$3,726,800	\$1,945,600
Total Estimated Spend	\$13,753,100	\$11,978,100	\$15,225,800	\$11,382,400





## Inflation Reference

The Financial Management Strategy requires that general rates be increased at least in line with inflation to ensure that the primary source of funding in the LTFP is not diminished and that Council is keeping pace with meeting the cost of providing services to the community. Keeping pace with inflation allows current levels of service to be maintained, assuming other revenue sources (e.g. grants, interest and distributions from Taswater) also increase in line with costs. In response to the COVID-19 pandemic Council applied no increase to the General Rates for the 2021 financial year budget, the 2020 rate in the dollar was applied for property owners in 2021. On this basis inflation references for both the 2020 and 2021 years have been provided as they should both be considered as a reference point for the 2022 budget estimates.

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

Table 4: Relevant inflation indexes

Ratio	2020	2021
Council Cost Index (CCI) Tasmania	<b>2.2%</b> (Jan 19 - Dec 19)	<b>1.0%</b> (Jan 20 - Dec 20)
Consumer Price Index (CPI) Tasmania	<b>3.4%</b> (Mar 19 - Mar 20; 2.7% Dec 18 - Dec 19)	<b>1.1%</b> (Mar 20 - Mar 21; 0.8% Dec 19 - Dec 20)
Wage Price Index Tasmania	<b>2.3%</b> (Mar 19 to Mar)	<b>1.5%</b> (Mar 20 to Mar 21)
Road and Bridge Construction Index Australia	<b>0.8%</b> (Mar 19 to Mar)	<b>-0.1%</b> (Mar 20 to Mar 21)
Non-residential building construction Tasmania	<b>3.9%</b> (Mar 19 to Mar)	<b>4.7%</b> (Mar 20 to Mar 21)



## Consolidated Operating Statement

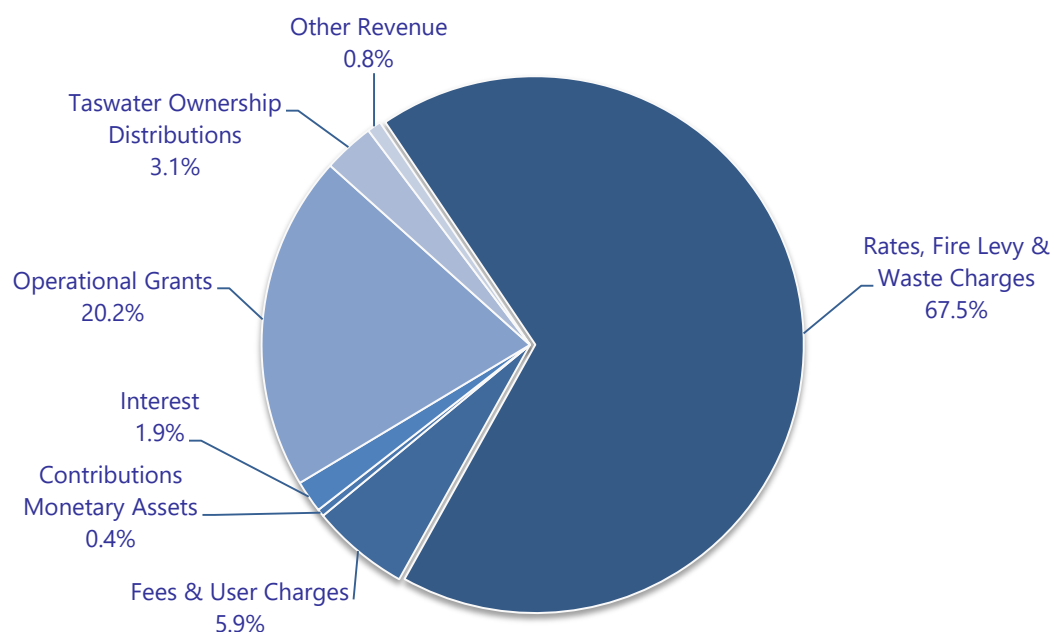
The consolidated operating statement provides an overview of Council's revenue, expenditure, underlying surplus, capital income and cash reconciliation for the 2022 financial year.

<b>Consolidated Operating Statement</b>	<b>Budget 2020-21</b>	<b>Anticipated Actual 2020-21</b>	<b>Budget 2021-22</b>	<b>'21 to '22 Variance</b>	
<b>Operating Revenue</b>					
Rate Revenue	13,046,800	13,106,300	14,641,800	1,595,000	12.23%
Fees & User Charges	1,150,100	1,336,000	1,282,300	132,200	11.49%
Contributions	95,500	104,400	95,900	400	0.42%
Interest	645,800	571,900	420,700	(225,100)	-34.86%
Grants & Subsidies	4,350,400	4,409,200	4,387,300	36,900	0.85%
Other Revenue	184,800	449,700	848,900	664,100	359.36%
<b>Total Operating Revenue</b>	<b>19,473,400</b>	<b>19,977,500</b>	<b>21,676,900</b>	<b>2,203,500</b>	<b>11.32%</b>
<b>Operating Expenditure</b>					
Departments					
Governance	2,041,100	1,931,300	2,522,600	481,500	23.59%
Corporate Services	2,227,200	2,095,000	1,995,400	(231,800)	-10.41%
Infrastructure Services	3,932,800	3,254,000	4,451,100	518,300	13.18%
Development & Regulatory Services	2,937,500	2,562,700	2,254,600	(682,900)	-23.25%
Works	3,904,400	3,961,700	3,911,700	7,300	0.19%
Maintenance & Working Expenses	15,043,000	13,804,700	15,135,400	92,400	0.61%
Borrowing Costs	271,600	240,500	248,800	(22,800)	-8.39%
Depreciation	5,132,200	5,110,500	5,400,400	268,200	5.23%
Payments to Government Authorities	1,264,900	1,274,500	1,294,700	29,800	2.36%
Other Expenses	276,500	228,700	250,800	(25,700)	-9.29%
<b>Total Operating Expenditure</b>	<b>21,988,200</b>	<b>20,658,900</b>	<b>22,330,100</b>	<b>341,900</b>	<b>1.55%</b>
<b>Underlying Surplus/(Deficit)</b>	<b>(2,514,800)</b>	<b>(681,400)</b>	<b>(653,200)</b>		
Removed Net Actual One Off Expenditure	1,688,200	1,457,400	1,103,600		
Added Long Term Financial Plan One Off Allocation	(500,000)	(500,000)	(550,000)		
<b>Estimated Recurring Surplus/(Deficit)</b>	<b>(1,326,600)</b>	<b>276,000</b>	<b>(99,600)</b>		
<b>Capital Items</b>					
Subdivision Contributions	300,000	902,800	567,300		
Capital Contributions	-	8,000	10,000		
Capital Roads to Recovery Funding	874,300	874,300	874,300		
Capital Grants	4,607,300	2,747,000	4,002,500		
Sale of Assets	-	274,900	-		
<b>Total Capital Items</b>	<b>5,781,600</b>	<b>4,807,000</b>	<b>5,454,100</b>		
<b>Cash Reconciliation</b>					
Opening Cash Balance	18,721,900	19,126,100	18,701,800		
Surplus, Non-Cash Items & Loan Payments	8,222,700	8,655,300	10,664,300		
Capital Asset Expenditure	(15,225,800)	(9,079,600)	(11,382,400)		
<b>Closing Cash Balance</b>	<b>11,718,800</b>	<b>18,701,800</b>	<b>17,983,700</b>		



## Revenue

Revenue Item	Budget 2020	Budget 2021	Budget 2022	Increase / (Decrease)
Rate Revenue	\$12,966,400	\$13,046,800	\$14,641,800	\$1,595,000
Fees & User Charges	\$1,255,000	\$1,150,100	\$1,282,300	\$132,200
Contributions	\$51,500	\$95,500	\$95,900	\$400
Interest	\$835,600	\$645,800	\$420,700	(\$225,100)
Grants & Subsidies	\$4,441,200	\$4,350,400	\$4,387,300	\$36,900
Other Revenue (inc. Taswater distributions)	\$748,700	\$184,800	\$848,900	\$664,100
<b>Total Revenue</b>	<b>\$20,298,400</b>	<b>\$19,473,400</b>	<b>\$21,676,900</b>	<b>\$2,203,500</b>



## General Rates

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

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



not be providing indexation for properties this year citing the impact of the pandemic on their operations.

Table 5 has been prepared as an estimate of general rates charges from a number of Northern Tasmanian Councils. It does not take into account the differing circumstances, services provided, or the value of properties within each Council area. The values are based on Meander Valley's average Residential property for 2021 (\$329,500 capital value, \$14,100 AAV) and average Primary Production property for 2021 (\$893,600 capital value, \$35,700 AAV).

Table 5: General Rates estimate comparison from Northern Councils in 2021

Council	Residential Property rates estimate		Primary Production Property rates estimate	
City of Launceston	\$1,245	Based on a fixed charged of \$291 plus AAV RID 6.7654	\$2,976	Based on a fixed charged of \$291 plus AAV RID 7.5215
West Tamar	\$1,141	Based on an AAV RID 8.09 with a \$176 minimum	\$2,888	Based on an AAV RID 8.09 with a \$176 minimum
George Town	\$1,125	Based on Averaged Area Rates for George Town residential properties	\$2,977	Based on 0.3331 cents in the dollar on the capital value of the land
Break O'Day	\$1,142	Based on an AAV RID 8.10 with a \$551 minimum	\$2,892	Based on an AAV RID 8.10 with a \$551 minimum
Dorset	\$1,020	Based on an AAV RID 7.2367 with a \$273 minimum	\$2,584	Based on an AAV RID 7.2367 with a \$273 minimum
Northern Midlands	\$984	Based on an AAV RID 6.98 with a \$488 minimum	\$1,432	Based on an AAV RID 4.01 with a \$299 minimum
Meander Valley	\$801	Based on an AAV RID 5.682 with a \$170 minimum	\$2,028	Based on an AAV RID 5.682 with a \$170 minimum

Table 6 outlines the general rate increases that Council has approved from 2019 to 2022. General rates revenue includes increases on the prior year rates levied (by percentages below) in addition to amounts received for new property developments and supplementary valuations throughout the year.

Table 6: Meander Valley rate increases 2019 to 2022

	2019	2020	2021	2022
General rate increase	4.50%	2.50%	0%	3.75%

Council receives an increase in general rates each year due to property development activity, primarily new building construction and property subdivision. The amount of additional rates from supplementary property revaluation varies from year to year, \$55,000 in rates from property development has been budgeted for 2022.



Council's anticipated actual General Rates Balance for 2021 is \$10,142,500. This amount includes rates remissions provided in the COVID Recovery Package of \$151,400 to the Commercial and Recreation Land Use Classes (LUC) and with this removed the anticipated general rates for the year would have been \$10,293,900.

Council's budgeted General Rates will increase to the rate of 5.895¢ per dollar of AAV property valuation, with a minimum amount payable of \$200. The minimum amount payable will increase from \$170 to \$200, this was anticipated to occur in the 2021 budget however was placed on hold due to the COVID pandemic. The rates model is consistent with Council's Rates Policy where the property value largely determines the general rate levied regardless of the LUC. General Rates are expected to provide \$10,786,900 including supplementary valuations.

The rates model for 2022 is based on the following principles:

- The Financial Management Strategy states that general rates will be increased annually at least with inflation to ensure that the primary source of funding in the LTFP is not diminished and that Council is keeping pace with meeting the cost of providing services to the community.
- The rate increase is designed to keep pace with the cost of delivering the current level of service including the additional positions created in the organisational review in December 2020.
- General rates increases were placed on hold in 2021 in line with the Recovery Package decision of 7 April 2020. The 2021 LTFP identified that a 5% general rates increase was due in coming years to accommodate the COVID Recovery Package.
- Interest for late payment of rates has been produced in accordance with the Rates Policy. It is applied where a payment is made after the instalment due date. The amount is determined in accordance with Section 128 of the Act, which has increased from 6.81% to 7.87% for 2022.
- Council's Rates Policy does not apply a fixed % penalty in addition to the daily interest charge which is allowed under the Act for overdue instalments.
- Council's Rates Policy does not provide a discount for early payment of general rates which is allowed under the Act.
- The instalment system with a late payment interest charge with no discount and no fixed penalty has worked well since inception of Meander Valley Council in 1993. The community is familiar with our rates collection arrangements.
- Following the completion of the current significant capital works projects, future rates increases are required to offset the decline in bank interest from cash at bank and increased operating costs. The need for increases will be assessed annually as revenue and expenditure assessments are often subject to change. General rates increases above inflation are factored into the LTFP to provide for at least a break even position over the ten year period. Last year's LTFP provided 1% for 2021 to 2025 (5% total increase) however with changes to the waste structure and other operational changes, if adopted the LTFP will now provide for a total increase of 2% above inflation to occur in coming years.
- An increase of 3.75% in general rates will apply for property owners in the 2022 financial year.



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

Land Use Class (LUC)	Rateable Properties	Rates 2022	LUC Share of Rates	Average per Property
Commercial	188	815,900	7.6%	4,340
Industrial	87	301,000	2.8%	3,460
Primary Prod.	1,167	2,464,000	23.0%	2,111
Public Service	113	220,700	2.1%	1,953
Quarry	2	3,500	0.0%	1,750
Residential	8,011	6,639,000	61.9%	829
Sport & Rec.	15	23,400	0.2%	1,560
Vacant	810	264,400	2.5%	326
<b>Total</b>	<b>10,393</b>	<b>\$10,731,900</b>	<b>100.0%</b>	

### **Waste Management Service Charges**

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

The completion of the waste service charge implementation to a full cost recovery was achieved in 2017 after several years of planning. Council seeks the household waste function to be self-funding receiving an even contribution from all rateable properties that contributes to covering the significant cost of waste management for the municipality. The revenue it provides seeks to make waste cost recovery and underpins a lower general rate. The waste service charge received no change in 2021 due to Council's Recovery Package. The equitable fixed charge for the provision of waste services was unchanged at \$56 in 2021 however cost increases indicated that the charge would have been \$64. The charge has been reviewed in accordance with the Waste Strategy Principles adopted by Council in May 2021. The waste charge factors in the cost of facilities, anticipated rehabilitation provisions for existing landfill cells (due to close) and a new landfill cell at the Cluan facility which will be active from June 2021. To be full cost recovery the charge would require an increase to \$121 per property. The budget estimates propose a waste charge of \$107 for 2022 with significant work to be undertaken by Council Officers on management of Council's waste facilities and proposed new landfill areas during 2022. It is anticipated that the waste charge will increase in 2023 and 2024 above the \$107. The waste charge will raise approximately \$1,137,900 which reflects the costs of providing household waste infrastructure in a charge, rather than being included in Council's general rate's rate in the dollar calculation based on property value.



The kerbside bin collection charges are calculated on a cost recovery basis for those properties that receive the service. As demonstrated in Table 8 these costs have seen little increase for a number of years. The kerbside collection charge for 2022 is \$302 for an 80 litre bin, \$322 for a 140 litre bin and \$537 for a 240 litre bin which includes the base \$107 charge for all rateable properties. Kerbside bin collection charges will raise approximately \$1,436,700.

We continue to experience significant cost increases in the area of kerbside recycling bin collection, this is common for all Local Government and private operators in the recycling market. The cost of recycling and resistance of Asia to accept Australia's recycling input has increased the cost to the householder. The cost to provide the recycling service is estimated to have increased by 93% in the past two years. The kerbside bin collection service will be reviewed with Council's waste management strategy in the 2022 financial year with both the kerbside garbage bin and recycling bin contracts being put to tender. The cost increase of the kerbside bin collection service will be passed on those customers receiving the service in 2022.

*Table 8: Waste service charges progressing to cost recovery 2019 to 2022*

	2019	2020	2021	2022
80L kerbside collection	\$180	\$184	\$207	\$302
140L extra capacity kerbside collection	\$206	\$210	\$228	\$322
240L extra capacity kerbside collection	\$360	\$364	\$400	\$537
Fixed service charge	\$52	\$56	\$56*	\$107

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

### **State Fire Commission Contribution**

The revenue to be raised for the State Fire Service Contribution is determined by, and paid to, the State Fire Commission, therefore there is no effect on the level of the general rate. The individual fire district contributions are set by the State Fire Commission. The Tasmanian Government advised they determined not to increase the levies in 2021 due to the COVID-19 pandemic. They have applied an average increase for 2022 of 2.36% with a minimum charge of \$42, amounts contained in Table 9.

*Table 9: State fire commission contribution revenue request 2019 to 2022*

Rating District	2019	2020	2021	2022
Launceston Permanent Fire Brigade	\$746,894	\$796,416	\$796,416	\$800,398
Country Volunteer Fire Brigade	\$226,556	\$238,596	\$238,596	\$250,229
General Land	\$218,516	\$229,836	\$229,836	\$244,025
<b>Total</b>	<b>\$1,191,966</b>	<b>\$1,264,848</b>	<b>\$1,264,848</b>	<b>\$1,294,652</b>





## Financial Assistance Grants

Financial Assistance Grants (FAGs) funding is provided from the Commonwealth and administered by the State Grants Committee. The overall grants pool was approved in the Federal Budget. While a small indexation in the overall grant pool is expected from the Federal Government, Meander Valley's grant need, relative to other Tasmanian Councils, is declining and therefore is expected to offset any inflation increase. The grants have been budgeted for 2022 based on the 2021 allocation. This may prove to be a conservative approach however it is noted that overall Council's funds received decreased by \$26,900 (-0.63%) in the 2021 financial year.

Table 10: Financial Assistance Grant amounts 2019 to 2022

FAGs	2019	2020	2021	2022
Roads	1,996,100	\$2,050,100	\$2,078,300	\$2,078,300
Bridges	153,900	\$154,300	\$155,500	\$155,500
General Grants	2,134,100	\$2,074,700	\$2,018,400	\$2,018,400
Annual FAG Payment	<b>\$4,284,100</b>	<b>\$4,279,100</b>	<b>\$4,252,200</b>	<b>\$4,252,200</b>

## Fees & User Charges

Fees and user charges cover a wide range of services including planning, building plumbing, health services, animal licences, tip, cemetery fees and hire of Council facilities. They are reviewed by Council annually to ensure the amount charged is relative to the cost of providing a service (where applicable) and being in line with community expectations. Council's volume of building and planning applications remained extremely high for the 2021 financial year. While an additional planning position was intended from the December 2020 organisational review, unfortunately recruitment in this area has proven to be particularly difficult. Anticipated revenue for 2021 is well in excess of the budget largely due to building and planning fees. The annual review of fees and charges will occur at the July Council meeting with animal charges and health fees having been reviewed and set by Council in May 2021.

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

The percentage of fees and charge revenue, relative to overall revenue, is consistent with prior years however an increase has been experienced in the volume of building and planning applications. The amount in 2022 is estimated to be \$1,282,300, 5.9% of revenue which compares with 5.9% in the 2021 budget.



Table 11: Fees & user charges income 2019 to 2022

	2019	2020	2021	2022
Fees & User Charges	\$1,228,300	\$1,255,000	\$1,150,100	\$1,282,300
Operating Revenue	\$19,864,900	\$20,298,400	\$19,473,400	\$21,676,900
Percentage of Revenue	6.2%	6.2%	5.9%	5.9%

### Other Revenue

Interest revenue from investments will decrease in 2022 due to significantly lower interest rates offered by financial institutions. Interest from loaned funds will be lower (with one loan fully repaid in 2021) and rate debtor interest is expected to increase slightly in line with the prescribed rate increasing from 6.8% in 2021 to 7.9% in 2022.

Council has an ownership interest of 3.02% in the State's water and sewerage corporation Taswater. Council's current ownership distribution is \$556,000 annually. Following the COVID-19 pandemic the board advised that half (\$278,000) of Council's 2020 would be cancelled and no distribution is likely for 2021. The current corporate plan 2022-2026 has reported more favourable conditions and identifies a distribution of \$278,000 for 2021 and \$667,200 for 2022 (\$111,200 over the annual allocation with intent to repay the \$556,000 shortfall from 2020 and 2021).

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

In addition to the FAGs Council has received a number of grants in 2021 and anticipates receipt of a range of grants 2022 outlined in Table 12 and Table 13.

Table 12: Operating grants income 2021 & 2022

Operating Grants	2021	2022
Diesel Fuel Rebate	\$47,000	\$47,000
SRRP Road Line Marking	\$100,000	\$88,000
AFL Tasmania DFC Demountable Change Rooms	\$10,000	\$0
	<b>\$245,000</b>	<b>\$135,000</b>



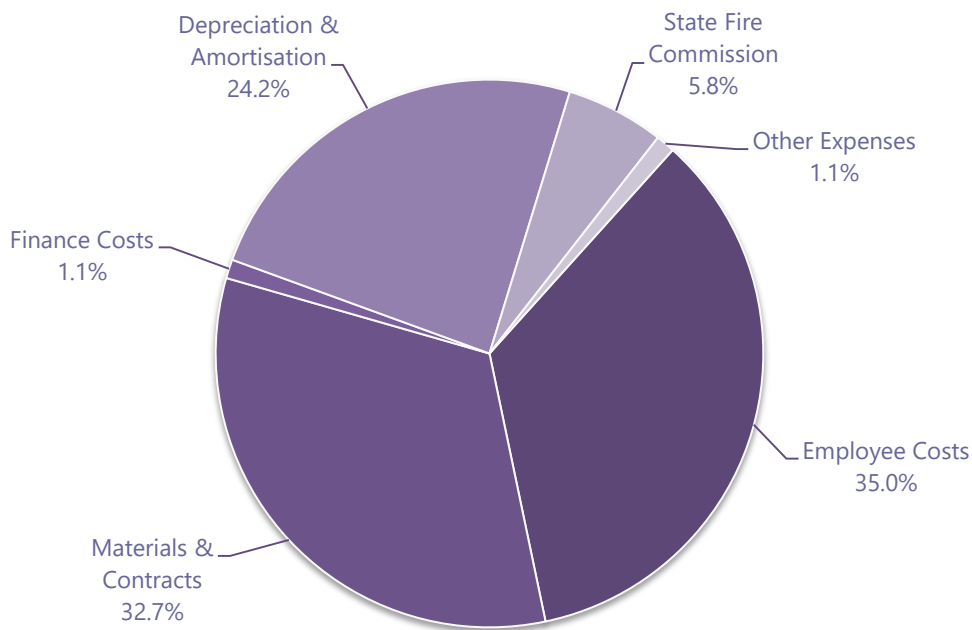
Table 13: Capital grants income 2021 & 2022

<b>Capital Grants</b>	<b>2021</b>	<b>2022</b>
Roads to Recovery	\$874,300	\$874,300
COVID-19 Federal Infrastructure Program	\$1,339,200	\$639,700
Blackspot Road Funding	\$185,000	\$0
Bus Stop Developments	\$32,800	\$0
Vulnerable Road Users Program	\$155,000	\$0
Federal Prospect Vale Park Grounds	\$700,000	\$0
Federal Hadspen Bull Run	\$225,000	\$0
Hadspen Rec Ground Building	\$110,000	\$0
BRB Bridge Program	\$0	\$262,900
Federal Bracknell Hall	\$0	\$600,000
Federal Deloraine Racecourse Ground Upgrade	\$0	\$500,000
Federal Deloraine Racecourse Building Planning	\$0	\$50,000
Federal Squash Courts Project	\$0	\$1,700,000
State Pump Track	\$0	\$250,000
	<b>\$3,621,300</b>	<b>\$4,876,800</b>



## Expenditure

Expenditure Item	2020	2021	2022	Increase / (Decrease)
Departments Wages	\$6,798,100	\$7,737,900	\$7,826,500	\$88,600
Departments Materials & Contractors	\$6,427,500	\$7,305,100	\$7,308,900	\$3,800
Borrowing Costs	\$266,000	\$271,600	\$248,800	(\$22,800)
Depreciation	\$5,088,000	\$5,132,200	\$5,400,400	\$268,200
State Fire Commission Contribution	\$1,126,490	\$1,264,900	\$1,294,700	\$29,800
Other Expenditure	\$286,800	\$276,500	\$250,800	(\$25,700)
<b>Total Expenditure</b>	<b>\$20,131,300</b>	<b>\$21,988,200</b>	<b>\$22,330,100</b>	<b>\$341,900</b>



The operating expenditure of Council covers a wide range of services contained within the functions of Administration, Roads Streets & Bridges, Health & Community Services, Land Use Planning & Building, Recreation & Culture and Other Unallocated. Expenditure will increase in 2022, in part due to the organisational review approved in December 2020 and increases from Council's kerbside bin collection contractor.



## **Departments Expenditure**

The operating expenses of the Departments will increase by \$92,400 (0.6%). There remains a particularly high one off and non-recurring project listing (some occur semi regularly such the four year Councillor elections). Alternatively recurring projects are those that that occur each year (such as parks & reserves mowing). A total of \$1,597,100 one off projects are anticipated to occur in 2022. A complete list of the one off projects is provided as Attachment 3. Recurring Departmental expenses have increased by \$555,500 (4.3%). The impact of increased employee numbers has been offset somewhat by some employee time being allocated directly to capital project work and some savings achieved in materials and contracts expenses.

*Table 14: Departments expenditure itemised by function*

<b>Functional Area</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Administration & Governance	\$3,232,400	\$4,108,800	\$3,597,100
Roads, Streets & Bridges	\$2,388,100	\$2,456,800	\$2,426,800
Health, Community & Welfare	\$4,678,900	\$5,593,000	\$5,959,800
Land Use Planning & Building	\$1,328,300	\$1,431,000	\$1,636,400
Recreation & Culture	\$1,955,400	\$1,815,700	\$1,899,300
Unallocated & Heavy Plant CWP	(\$357,500)	(\$362,300)	(\$384,000)
<b>Total Departmental Expenditure</b>	<b>\$13,225,600</b>	<b>\$15,043,000</b>	<b>\$15,135,400</b>
Removal of one off project expenditure	(\$624,900)	(\$2,060,200)	(\$1,597,100)
Recurring Total Departmental Expenditure	\$12,600,700	\$12,982,800	\$13,538,300

## **Employee Expenditure**

Council's Total employee costs are budgeted at \$8,511,500 for the 2022 financial year, an increase of \$614,700 (7.8%) from the 2021 total employee cost of \$7,896,800. Increases in employee expenditure result from new positions, cost increases for current employees (including annual salary increase) and increases in employment on costs such as Payroll Tax, Superannuation and Workers Compensation Insurance.

Council's organisational review was approved in December 2020. There was an increase of 5.2 full time equivalent (FTE) employees as a result of the organisational review. Since this time 0.2 FTE (one day per week) was removed from the Visitor Information Centre in the last recruitment that was undertaken.

A new temporary position is planned for Community Services in the Governance Department.

A new permanent position planned as an Organisational performance, reporting and culture officer in the Governance Department.



The 2022 budget includes the following temporary positions where the employee is designed to be on a temporary employment agreement, rather than being a permanent employee of Council:

<b>Position</b>	<b>Function</b>	<b>Department</b>
Manager Business & Economic Recovery	Economic Development	Governance
Community Officer	Community Development	Governance
Animal Control Officer (1 month transition)	Animal Management	Development & Regulatory Services

The annual salary increases provided to employees in accordance with Council's Employment Agreement through Fair Work. The agreement provides for employees to be provided with the greater of 2.5% or CPI (Hobart) March 2020 to 2021.

Employee on costs increase proportionately in line with the salary increases for current employees and additional costs are incurred for new positions. Payroll Tax and Workers Compensation percentages remain largely unchanged for the 2022 financial year however the government guarantee superannuation rate has been increased by 0.5% (to 10%) by the Federal Government.

The Departments expenditure includes employee costs. Department's wages are expected to increase by \$553,500 in 2022 from the 2021 budget noting that a budget adjustment to increase wages to the values in Table 14 were approved by Council in December 2020. Wages allocated to capital works projects are expected to increase by \$61,200 (9.8%) in 2022.

### ***Borrowing Costs***

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

### ***Depreciation***

Depreciation recognises the allocation of the value of an asset over its useful life. The depreciation charged on an annual basis is reflective of the services being provided to the community during the year. New and upgraded infrastructure capital expenditure has the effect of increasing the value of depreciation. Council were advised that the 2021 CWP would add \$104,000 in operating costs when the assets were complete. The May 2021 meeting agenda advised that the 2021 CWP would add \$223,777 in operating costs when the assets were complete. It is noted that much of the depreciation increase from 2021 to 2022 are a result of a new landfill area established at the Cluan landfill facility.

### ***Other Expenditure***

Community incentive grants of \$101,000 are included in this expenditure line. This amount also includes townscape incentive grants, community organisation regulatory fee refunds and representative sporting grants. The grants allocation has been maintained at the same rate as 2021, the grants allocation has not been fully utilised by applicants in the past two financial years. Also included in other expenditure is external audit fees paid to the State Government of \$34,500 and the cost of infrastructure assets required to be reconstructed before they reached the end of their full useful life.



## Long Term Financial Plan

Council's Long Term Financial Plan (LTFP) has been updated for the period 2022 to 2031 to assist in the long term nature of the decisions made in the operating budget. The LTFP demonstrates how Council's operating position is very much dependant on external revenue sources being Federal FAG grant funds, Taswater distributions and interest revenue. Cash reserves are also impacted by the level of capital works undertaken and the subsequent levels of interest income. The Financial Management Strategy requires Council to manage its LTFP to retain an underlying surplus after excluding capital income and expenditure. On this basis real increases (i.e. above inflation) of 2.0% are provided for in the LTFP. The Recovery Package approved by Council at the 7 April 2020 meeting provided for a range of financial measures and established a rates increases pending of around 5%, some of this has been made up in the 2022 budget estimates. Increases of 1% have been factored into the LTFP for each of 2023 and 2024 financial years. The need for those increases will be assessed in those respective years. These increases are included to ensure Council does not run at a loss over the ten year period. The LTFP is updated annually to review estimates for the ten year period and ensure they are current. The LTFP is balanced on the basis that one off project expenditure returns from the 2022 level (\$1,597,100) to an average of \$550,000 in order to achieve a break even position. Council is delivering a new waste management strategy in 2022, when all capital works on waste facilities are know there is expected to be additional capital expenditure on waste land improvements, heavy plant, establishment of a new landfill and a corresponding increase required to the waste service charge. These changes will be introduced in the 2023 LTFP. The LTFP summary is provided as Attachment 1.

The LTFP provides long term projections, a summary of significant financial information is provided in tables 15 to 17.

Table 15: LTFP Underlying surplus / (deficit) projections 2022 to 2031 ('\$000)

2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
(653)	48	181	248	197	37	331	377	477	425

Table 16: LTFP Cash & investment projections 2022 to 2031 ('\$000)

2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
17,984	14,787	15,093	13,124	13,656	15,668	17,255	18,657	19,601	21,810

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

Table 17: LTFP Capital works expenditure projections (excl. subdivisions) 2022 to 2031 ('\$000)

2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
11,382	16,138	6,501	5,729	6,382	4,925	5,502	4,765	6,264	4,966





## Summary

The 2022 Budget Estimates is expected to see Meander Valley maintain service levels while retaining the lowest General Rate in Northern Tasmania. The operating budget, rates resolution and long term financial plan for 2022 will provide the continuation of many essential services provided to the community. While the operating budget presents a substantial operating loss for 2022, this is as a result of the financial actions taken by Council in the COVID-19 Recovery Package and a particularly high level of one off project activity in 2022. General Rate increases above inflation will be required in future financial years in order to return the Long Term Financial Plan to a sustainable position. Waste service charge increases are expected in future financial years in delivering a new transfer station and landfill area to the community for the management of the municipality's waste. Council will encounter challenges in coming years to return to operating surplus' such as the additional cost of new infrastructure developments and to a lesser extent Council's reliance on external funding sources such as Taswater distributions, interest income and Financial Assistance Grants.

The operating budget, long term financial plan and capital works program have been prepared after presenting information to Councillors and discussions held during June Council Workshops. A summary of the rating recommendation is provided in Table 18.

Table 18: Recommended rates & charges 2021 with 2021 comparison

	Budget 2021	Budget 2022	Rates & Charges 2022
General Rates	<b>\$10,097,700</b>	<b>\$10,786,900</b>	5.895 cents in the \$ \$200 minimum
Fire Levy: Launceston Permanent Brigade	\$796,500	\$800,400	1.459 cents in \$ \$42 minimum
Fire Levy: Volunteer Brigade Districts	\$238,600	\$250,300	0.387 cents in \$ \$42 minimum
Fire Levy: General Land	\$229,800	\$244,000	0.353 cents in \$ \$42 minimum
Fire Levy Total	<b>\$1,264,900</b>	<b>\$1,294,700</b>	
Waste Management Infrastructure Contribution	\$208,000	\$409,300	\$107
Waste Kerbside Collection 80 Litre	\$730,100	\$1,026,400	\$302
Waste Kerbside Collection 140 & 240 Litre	\$746,100	\$1,124,500	\$322 & \$537
Waste Management Service Charges Total	<b>\$1,684,200</b>	<b>\$2,560,200</b>	
Total Rate Revenue (Consolidated Operating Statement)	<b>\$13,046,800</b>	<b>\$14,641,800</b>	

Budget report produced by:

Jonathan Harmey  
**Director Corporate Services**



## Attachments

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



## MEANDER VALLEY COUNCIL Long Term Financial Plan 2022

### Statement of Comprehensive Income

	Anticipated 2020-21 \$'000	Budget 2021-22 \$'000	Estimate 2022-23 \$'000	Estimate 2023-24 \$'000	Estimate 2024-25 \$'000	Estimate 2025-26 \$'000	Estimate 2026-27 \$'000	Estimate 2027-28 \$'000	Estimate 2028-29 \$'000	Estimate 2029-30 \$'000	Estimate 2030-31 \$'000
<b>Operating Revenue</b>											
General Rate Revenue	10,143	10,787	10,949	11,113	11,168	11,224	11,280	11,337	11,394	11,451	11,508
Waste Management Service Charges	1,689	2,560	2,560	2,560	2,560	2,560	2,560	2,560	2,560	2,560	2,560
Fire Levy	1,275	1,295	1,295	1,295	1,295	1,295	1,295	1,295	1,295	1,295	1,295
Fees & User Charges	1,336	1,282	1,282	1,282	1,282	1,282	1,282	1,282	1,282	1,282	1,282
Contributions & Donations	105	96	96	96	96	96	96	96	96	96	96
Interest	572	421	373	149	210	199	218	406	443	472	511
Operating Grants	4,409	4,387	4,251	4,251	4,251	4,225	4,251	4,251	4,251	4,251	4,251
Other Revenue	450	849	822	822	822	822	711	711	711	711	711
<b>Total Operating Revenue</b>	<b>19,978</b>	<b>21,677</b>	<b>21,628</b>	<b>21,568</b>	<b>21,685</b>	<b>21,704</b>	<b>21,694</b>	<b>21,938</b>	<b>22,032</b>	<b>22,118</b>	<b>22,214</b>
<b>Operating Expenditure</b>											
Employee Expenses	6,482	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653	6,653
Materials & Contractors Expenses	5,749	6,886	6,886	6,886	6,886	6,886	6,886	6,886	6,886	6,886	6,886
Added Maintenance Estimate: AM Plans	-	-	82	110	136	164	194	224	254	284	314
Interest	218	211	211	-	-	-	-	-	-	-	-
Depreciation	4,942	5,400	5,516	5,605	5,629	5,648	5,667	5,687	5,706	5,723	5,741
Unwinding Tip Provision	192	38	38	38	38	62	62	62	62	-	-
Payments to Government Authorities	1,275	1,295	1,295	1,295	1,295	1,295	1,295	1,295	1,295	1,295	1,295
One off Non-Recurrent	1,574	1,597	650	550	550	550	650	550	550	550	650
Other Payments	229	251	251	251	251	251	251	251	251	251	251
<b>Total Operating Expenditure</b>	<b>20,659</b>	<b>22,330</b>	<b>21,580</b>	<b>21,387</b>	<b>21,437</b>	<b>21,507</b>	<b>21,657</b>	<b>21,607</b>	<b>21,655</b>	<b>21,641</b>	<b>21,789</b>
<b>Underlying Surplus/(Deficit)</b>	<b>(681)</b>	<b>(653)</b>	<b>48</b>	<b>181</b>	<b>248</b>	<b>197</b>	<b>37</b>	<b>331</b>	<b>377</b>	<b>477</b>	<b>425</b>
<b>Non-Operating Items</b>											
Subdivisions Taken Over	903	567	300	300	300	300	300	300	300	300	300
Profit/(Loss) on Disposal of Asset	275	-	-	-	-	-	-	-	-	-	-
Capital Grants & Contributions	3,629	4,887	8,273	874	874	900	900	900	900	900	900
<b>Comprehensive Result</b>	<b>4,126</b>	<b>4,801</b>	<b>8,621</b>	<b>1,355</b>	<b>1,422</b>	<b>1,397</b>	<b>1,237</b>	<b>1,531</b>	<b>1,577</b>	<b>1,677</b>	<b>1,625</b>
<b>Add</b>											
Depreciation	5,111	5,438	5,554	5,643	5,667	5,710	5,729	5,749	5,706	5,723	5,741
Loan Funds & Internal Transfers	104	920	3,600	-	-	-	162	-	-	-	-
Cost of Asset Sales	152	-	-	-	-	-	-	-	-	-	-
<b>Less</b>											
New Asset Expenditure (incl.subdivisions)	4,446	5,690	10,352	2,093	1,254	1,261	1,481	1,285	1,240	1,240	1,240
Asset Renewal/Replacement Expenditure	5,537	6,259	6,086	4,708	4,775	5,421	3,744	4,517	3,825	5,324	4,026
Loan Principal	-	-	3,600	-	-	-	-	-	-	-	-
Accrual Non-Cash Adjustments	(66)	(72)	(108)	(108)	(108)	(108)	(108)	(108)	(170)	(108)	(108)
Tip Rehabilitation Payments	-	-	1,041	-	3,137	-	-	-	985	-	-
<b>Cash Surplus/(Deficit)</b>	<b>(424)</b>	<b>(718)</b>	<b>(3,197)</b>	<b>305</b>	<b>(1,969)</b>	<b>533</b>	<b>2,011</b>	<b>1,587</b>	<b>1,402</b>	<b>944</b>	<b>2,209</b>
Opening Cash Balance	19,126	18,702	17,984	14,787	15,093	13,124	13,656	15,668	17,255	18,657	19,601
<b>Closing Cash Balance</b>	<b>18,702</b>	<b>17,984</b>	<b>14,787</b>	<b>15,093</b>	<b>13,124</b>	<b>13,656</b>	<b>15,668</b>	<b>17,255</b>	<b>18,657</b>	<b>19,601</b>	<b>21,810</b>

Rate increase above inflation required

0.00% 0.00%

1.00%

**CORPORATE 1**

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**3.75% General Rate Increase 2022**

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

Kerbside Collection - Standard 80 Litre

			<b>General Rate: RID</b>			<b>Fire Levy: RID</b>			<b>Kerbside Collection</b>		<b>Waste Infrastructure</b>		
			2021-22	0.05895	urban	country	other	80 Ltr	140 Ltr	Fixed			
			2021-22	0.05895	0.01459	0.00387	0.00353	195.00	215.00	107.00			
<b>Locality</b>	<b>Adj. Factor</b>	<b>AAV</b>	<b>Rates</b>	<b>F/Levy</b>	<b>Collection</b>	<b>Fixed</b>	<b>TOTAL</b>	<b>Increase (\$)</b>	<b>Increase (%)</b>	<b>Average Increase since 2013 reval</b>	<b>Total Increase since 2013 reval</b>		
Prospect Vale			2021-22	837	207	195	107	<b>\$1,346</b>	\$124	10.15%	3.08%	27.81%	
			2020-21	806	208	151	56	<b>\$1,222</b>	\$23	1.92%			
	Reval '19	\$14,191	2019-20	806	208	128	56	<b>\$1,199</b>	-\$82	-6.39%			
			2018-19	894	207	128	52	<b>\$1,280</b>	\$43	3.46%			
	1.15	\$15,136	2017-18	859	199	128	52	<b>\$1,238</b>	\$86	7.48%			
			2016-17	791	185	130	46	<b>\$1,151</b>	\$31	2.76%			
	No adj.	\$13,162	2015-16	781	180	130	30	<b>\$1,121</b>	\$20	1.85%			
			2014-15	782	175	128	15	<b>\$1,100</b>	\$47	4.51%			
Reval '13	\$13,162	2013-14	759	173	121		<b>\$1,053</b>	\$21	2.00%				
Blackstone Heights			2021-22	1,121	278	195	107	<b>\$1,701</b>	\$134	8.54%	3.89%	37.54%	
			2020-21	1,081	279	151	56	<b>\$1,567</b>	\$23	1.49%			
	Reval	\$19,023	2019-20	1,081	279	128	56	<b>\$1,544</b>	\$104	7.20%			
			2018-19	1,024	237	128	52	<b>\$1,440</b>	\$49	3.53%			
	1.1	\$17,336	2017-18	983	228	128	52	<b>\$1,391</b>	\$47	3.52%			
			2016-17	947	221	130	46	<b>\$1,344</b>	\$34	2.58%			
	No adj.	\$15,760	2015-16	935	215	130	30	<b>\$1,310</b>	\$21	1.63%			
			2014-15	936	210	128	15	<b>\$1,289</b>	\$52	4.24%			
Reval '13	\$15,760	2013-14	909	207	121		<b>\$1,237</b>	\$27	2.24%				
Hadspen			2021-22	797	52	195	107	<b>\$1,151</b>	\$126	12.26%	4.32%	42.37%	
			2020-21	768	50	151	56	<b>\$1,025</b>	\$23	2.29%			
	Reval '19	\$13,514	2019-20	768	50	128	56	<b>\$1,002</b>	\$10	0.99%			
			2018-19	761	51	128	52	<b>\$992</b>	\$32	3.28%			
	1.15	\$12,892	2017-18	731	50	128	52	<b>\$961</b>	\$67	7.54%			
			2016-17	673	44	130	46	<b>\$894</b>	\$26	2.96%			
	No adj.	\$11,210	2015-16	665	43	130	30	<b>\$868</b>	\$17	1.94%			
			2014-15	666	42	128	15	<b>\$851</b>	\$43	5.30%			
Reval '13	\$11,210	2013-14	646	41	121		<b>\$808</b>	\$18	2.30%				

**3.75% General Rate Increase 2022**

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

Kerbside Collection - Standard 80 Litre

General Rate: RID		Fire Levy: RID			Kerbside Collection		Waste Infrastructure
		urban	country	other	80 Ltr	140 Ltr	Fixed
2021-22	0.05895	0.01459	0.00387	0.00353	195.00	215.00	107.00

Locality	Adj. Factor	AAV	Rates	Waste Management			TOTAL	Increase		Average Increase since 2013 reval	Total Increase since 2013 reval	
				F/Levy	Collection	Fixed		(\$)	(%)			
Carrick			2021-22	913	60	195	107	\$1,275	\$130	11.37%	4.27%	49.20%
			2020-21	880	58	151	56	\$1,145	\$23	2.05%		
	Reval '19	\$15,486	2019-20	880	58	128	56	\$1,122	\$113	11.15%		
			2018-19	777	52	128	52	\$1,009	\$32	3.30%		
	1.1	\$13,156	2017-18	746	51	128	52	\$977	\$35	3.76%		
			2016-17	719	47	130	46	\$942	\$26	2.88%		
	No adj.	\$11,960	2015-16	709	46	130	30	\$915	\$17	1.84%		
			2014-15	710	45	128	15	\$899	\$44	5.18%		
Reval '13	\$11,960	2013-14	690	44	121		\$854	-\$28	-3.13%			
Bracknell			2021-22	730	42	195	107	\$1,074	\$122	12.86%	6.01%	53.59%
			2020-21	703	41	151	56	\$951	\$23	2.48%		
	Reval '19	\$12,379	2019-20	703	41	128	56	\$928	\$98	11.76%		
			2018-19	611	40	128	52	\$831	\$25	3.12%		
	1.1	\$10,340	2017-18	587	39	128	52	\$806	\$27	3.44%		
			2016-17	565	38	130	46	\$779	\$23	3.08%		
	No adj.	\$9,400	2015-16	557	38	130	30	\$755	\$17	2.32%		
			2014-15	558	37	128	15	\$738	\$39	5.62%		
Reval '13	\$9,400	2013-14	542	36	121		\$699	\$60	9.38%			
Westbury			2021-22	839	55	195	107	\$1,196	\$127	11.91%	4.74%	49.65%
			2020-21	808	53	151	56	\$1,069	\$23	2.20%		
	Reval '19	\$14,229	2019-20	808	53	128	56	\$1,046	\$99	10.46%		
			2018-19	718	48	128	52	\$947	\$30	3.25%		
	1.1	\$12,164	2017-18	690	47	128	52	\$917	\$33	3.73%		
			2016-17	664	43	130	46	\$884	\$26	2.98%		
	No adj.	\$11,058	2015-16	656	42	130	30	\$858	\$17	1.97%		
			2014-15	657	42	128	15	\$842	\$43	5.33%		
Reval '13	\$11,058	2013-14	638	40	121		\$799	\$7	0.82%			

**3.75% General Rate Increase 2022**

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

Kerbside Collection - Standard 80 Litre

<u>General Rate: RID</u>			<u>Fire Levy: RID</u>			<u>Kerbside Collection</u>		<u>Waste Infrastructure</u>				
			urban	country	other	80 Ltr	140 Ltr	Fixed				
2021-22	0.05895		0.01459	0.00387	0.00353	195.00	215.00	107.00				
Locality	Adj. Factor	AAV	Rates	F/Levy	Waste Management Collection	Fixed	TOTAL	Increase (\$)	Increase (%)	Average Increase since 2013 reval	Total Increase since 2013 reval	
Deloraine			2021-22	761	50	195	107	<b>\$1,113</b>	\$124	12.58%	4.76%	43.74%
			2020-21	733	48	151	56	<b>\$988</b>	\$23	2.38%		
	Reval '19	\$12,902	2019-20	733	48	128	56	<b>\$965</b>	\$47	5.12%		
			2018-19	692	46	128	52	<b>\$918</b>	\$29	3.22%		
	1.1	\$11,713	2017-18	664	45	128	52	<b>\$889</b>	-\$2	-0.24%		
			2016-17	672	44	130	46	<b>\$892</b>	\$26	2.97%		
	1.05	\$11,180	2015-16	663	43	130	30	<b>\$866</b>	\$50	6.15%		
			2014-15	632	40	128	15	<b>\$816</b>	\$42	5.40%		
	Reval '13	\$10,648	2013-14	614	39	121		<b>\$774</b>	\$38	5.23%		
	<b>Average Residential Property with 80L bin Waste Collection since 2013 Revaluation</b>											
										<b>31.06%</b>	<b>303.90%</b>	
										<b>4.44%</b>	<b>43.41%</b>	
Mole Creek			2021-22	663	42	-	107	<b>\$812</b>	\$76	10.32%	6.05%	64.82%
			2020-21	639	41	-	56	<b>\$736</b>	\$0	0.00%		
	Reval '19	\$11,252	2019-20	639	41	-	56	<b>\$736</b>	\$130	21.38%		
			2018-19	515	40	-	52	<b>\$607</b>	\$21	3.64%		
	1.1	\$8,714	2017-18	494	39	-	52	<b>\$585</b>	\$25	4.53%		
			2016-17	476	38	-	46	<b>\$560</b>	\$22	4.11%		
	No adj.	\$7,922	2015-16	470	38	-	30	<b>\$538</b>	\$15	2.92%		
			2014-15	471	37	-	15	<b>\$523</b>	\$30	6.03%		
	Reval '13	\$7,922	2013-14	457	36	-		<b>\$493</b>	\$7	1.49%		
	<b>COUNTRY CLUB</b>			2021-22	254,664	63,029	-	107	<b>\$317,800</b>	\$8,864	2.87%	0.27%
		2020-21	245,462	63,418	-	56	<b>\$308,936</b>	\$0	0.00%			
Reval '19	\$4,320,000	2019-20	245,462	63,418	-	56	<b>\$308,936</b>	-\$13,931	-4.31%			
		2018-19	262,226	60,588	-	52	<b>\$322,867</b>	\$12,574	4.05%			
No adj.		2017-18	251,868	58,373	-	52	<b>\$310,293</b>	-\$18,811	-5.72%			
		2016-17	266,746	62,311	-	46	<b>\$329,103</b>	\$5,047	1.56%			
No adj.		2015-16	263,323	60,704	-	30	<b>\$324,057</b>	\$1,129	0.35%			
		2014-15	263,727	59,185	-	15	<b>\$322,927</b>	\$8,596	2.73%			
Reval '13	\$4,440,000	2013-14	256,047	58,284	-		<b>\$314,331</b>	\$2,931	0.94%			

**3.75% General Rate Increase 2022**

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

Kerbside Collection - Standard 80 Litre

<b>General Rate: RID</b>			<b>Fire Levy: RID</b>			<b>Kerbside Collection</b>		<b>Waste Infrastructure</b>				
			urban	country	other	80 Ltr	140 Ltr	Fixed				
2021-22	0.05895		0.01459	0.00387	0.00353	195.00	215.00	107.00				
Locality	Adj. Factor	AAV	Rates	F/Levy	Waste Management Collection	Fixed	TOTAL	Increase (\$)	Increase (%)	Average Increase since 2013 reval	Total Increase since 2013 reval	
<b>P. PRODUCTION</b>			2021-22	3,065	184	-	107	<b>\$3,356</b>	\$171	5.37%	5.64%	41.25%
Dunorlan example			2020-21	2,955	174	-	56	<b>\$3,185</b>	\$0	0.00%		
	Reval '19	\$52,000	2019-20	2,955	174	-	56	<b>\$3,185</b>	\$198	6.63%		
			2018-19	2,764	171	-	52	<b>\$2,987</b>	\$115	3.99%		
	1.2	\$46,800	2017-18	2,655	165	-	52	<b>\$2,872</b>	\$94	3.38%		
			2016-17	2,577	155	-	46	<b>\$2,778</b>	\$47	1.72%		
	1.1	\$42,900	2015-16	2,544	157	-	30	<b>\$2,731</b>	\$264	10.71%		
			2014-15	2,317	136	-	15	<b>\$2,467</b>	\$91	3.84%		
	Reval '13	\$39,000	2013-14	2,249	127	-		<b>\$2,376</b>	\$312	15.14%		
Selbourne example			2021-22	3,301	198	-	107	<b>\$3,606</b>	\$180	5.27%	3.94%	40.93%
			2020-21	3,182	188	-	56	<b>\$3,426</b>	\$0	0.00%		
	Reval '19	\$56,000	2019-20	3,182	188	-	56	<b>\$3,426</b>	\$213	6.63%		
			2018-19	2,977	184	-	52	<b>\$3,213</b>	\$123	3.99%		
	1.2	\$50,400	2017-18	2,859	178	-	52	<b>\$3,089</b>	\$101	3.37%		
			2016-17	2,776	167	-	46	<b>\$2,989</b>	\$49	1.68%		
	1.1	\$46,200	2015-16	2,740	169	-	30	<b>\$2,939</b>	\$284	10.68%		
			2014-15	2,495	146	-	15	<b>\$2,656</b>	\$97	3.79%		
	Reval '13	\$42,000	2013-14	2,422	137	-		<b>\$2,559</b>	\$2	0.09%		
<b>Average Primary Production since 2013 Revaluation</b>										<b>9.59%</b>	<b>82.18%</b>	
<b>Average Primary Production since 2013 Revaluation</b>										<b>4.79%</b>	<b>41.09%</b>	



One Off Specific Projects & Programs		Budget 2021	Anticipated 2021	Budget 2022
<b>Governance</b>				
Northern shared services project initiatives	Other Functions	10,000	7,800	10,000
Launceston Creative Cities Support	Other Functions	-	-	8,800
Customer service KPI review	Other Functions	-	-	10,000
Organisational Review	Human Resources	460,000	474,700	-
Culture Survey	Human Resources	-	-	26,000
External group training provider	Human Resources	-	-	20,000
External group training provider	Councillors Expenses	-	-	10,000
iCouncil Governance Papers Trial	Councillors Expenses	-	-	30,000
Community Strategic Plan update	Community Development	-	-	35,000
Naidoc week unspent grant funds	Community Development	-	-	7,600
Business Engagement Officer (1 year agreement)	Community Development	-	-	-
Transition to Retirement Arrangement	Community Development	-	-	93,000
Westbury Rd Prospect Vale planning design	Planning	5,000	-	-
Tasmanian planning scheme review	Planning	9,500	10,300	-
PVBH Structure Plan SAP	Planning	35,000	8,600	-
Westbury Residential Zone SAP	Planning	3,000	2,300	-
Regional land Use Strategy Amendments	Planning	10,000	-	-
COVID-19 Response Measures to Pandemic	Environmental Protection	-	98,800	15,000
COVID-19 Manager Business Recovery (2 year agreement)	Economic Development	-	-	148,200
Short Walks Capital Strategy	Economic Development	-	-	50,400
Northern Prison project communication & information	Economic Development	5,000	-	5,000
Regional recreation strategy	Economic Development	17,000	-	-
Review of Greater Launceston Plan	Economic Development	25,000	-	15,900
		<b>579,500</b>	<b>602,500</b>	<b>484,900</b>
<b>Corporate</b>				
Policy Manual & Employee Manual Review	Human Resources	-	-	10,000
IT Strategic Plan: Year 3 of 3	IT	106,100	86,300	84,100
		<b>106,100</b>	<b>86,300</b>	<b>94,100</b>
<b>Development &amp; Regulatory</b>				
Workflow process improvements	Management	5,000	-	-
Animal Management succession plan	Animal Control	59,300	39,200	8,000
Dog Magement Plan & Signage Update	Animal Control	-	-	15,000
Contribution to Regional Cat Facility	Animal Control	-	-	5,000
Fire Abatement succession plan	Fire Protection	-	4,300	900
LSL Support Arrangements	Environmental Health	8,300	-	6,000
COVID-19 Manager Business Recovery (2 year agreement)	Economic Development	173,300	162,000	-
LSL Support Arrangements	Planning	17,900	-	6,000
Council meeting agenda template update	Planning	10,000	-	20,000
Northern Prison Assessment & Consultation	Strategic Planning	-	-	20,000
PVBH Structure Plan SAP	Strategic Planning	-	-	47,000
Tasmanian planning scheme review	Strategic Planning	-	-	2,000
Regional land Use Strategy Amendments	Strategic Planning	-	-	18,200
Business Engagement Officer (1 year agreement)	Community Development	-	61,100	-
Community Strategic Plan update	Community Development	35,000	-	-
COVID-19 Grants: Small Business	Community Development	100,000	100,100	-
COVID-19 Grants: Event Recovery	Community Development	20,000	22,400	-
COVID-19 Grants: Lifestyle Recovery	Community Development	20,000	4,000	-
Community Officer succession plan (2 years)	Youth Services	51,300	12,200	-
		<b>500,100</b>	<b>405,300</b>	<b>148,100</b>
<b>Infrastructure</b>				
Road Condition Survey (3 yearly)	Asset Management	-	-	64,500
Conquest 4 cloud transition	Asset Management	-	-	4,000
NHVR bridge assessments	Road Management	10,000	-	-
SRRP: Dairy Plains Road centre link markings	Road Management	-	-	25,000
SRRP: Quamby Brook Road centre line markings	Road Management	-	-	45,000
SRRP: East Barrack Street centre line markings	Road Management	-	-	110,000
COL Traffic Movement Study	Road Management	-	-	20,000
Drone photography software upfront cost	IT	8,000	12,000	-
ESRI Software Trial	IT	25,000	-	-
Asbestos removal at Council buildings	Property Management	20,000	20,000	10,000
COVID-19 building works: RCD replacement	Property Management	8,000	8,000	-
COVID-19 building works: Other Unallocated Maintenan	Property Management	238,000	210,000	-
Additional one off maintenance	Bridges	52,000	-	15,000
Bridge Safety Audits	Bridges	-	-	5,000
Waste management strategy consulting	Household Waste	25,000	10,000	5,000
West Barrack St detention basin	Stormwater	2,500	-	-
Stormwater surveys & studies (Act changes)	Stormwater	20,000	12,500	10,000
Meander School Painting	Community Development	-	-	10,000
Hadspen Urban Growth project support	Economic Services	5,000	4,000	10,000
Meander Valley Rd Hadspen design work (fully grant func	Economic Services	372,000	28,500	343,500
Bioenergy Study Valley Central	Economic Services	35,000	-	20,000
DFC demountable changerooms	Sport & Recreation	-	54,000	-
Deloraine Football Club State Grant Program	Sport & Recreation	-	-	50,000
Regional Sports Facility Plan	Sport & Recreation	-	-	16,000
Dismantle Del Racecourse Day Stalls	Sport & Recreation	-	-	5,000
COVID-19 building works	Sport & Recreation	20,000	8,500	-
MVPAC painting	Sundry Cultural	10,000	6,300	10,000
Dairy Plains Toilet Facility maintenance	Public Halls	24,000	18,000	15,000
Deloraine Racecourse Precinct Concept Planning	Parks & Reserves	-	-	30,000
Elm Leaf Beetle Treatment	Parks & Reserves	-	-	7,000
Tree Inspection Audit (3 yearly)	Parks & Reserves	-	-	40,000
		<b>874,500</b>	<b>391,800</b>	<b>870,000</b>
<b>Works</b>				
SRRP Signage Project: Bridgenorth & Ecclestone	Community Amenities	-	38,000	-
SRRP Signage Project: Bridgenorth & Roseburn	Community Amenities	-	50,000	-
		-	<b>88,000</b>	-
<b>One Off Project Expenditure</b>		<b>\$ 2,060,200</b>	<b>\$ 1,573,900</b>	<b>\$ 1,597,100</b>
<b>Grant Funded Projects</b>		<b>-\$ 372,000</b>	<b>-\$ 116,500</b>	<b>-\$ 493,500</b>
<b>COVID-19 Response Package Actions</b>		<b>-\$ 613,300</b>	<b>-\$ 638,100</b>	<b>-\$ 188,200</b>
<b>Amended One Off Projects Balance</b>		<b>\$ 1,074,900</b>	<b>\$ 819,300</b>	<b>\$ 915,400</b>



# Meander Valley Council

## 2021-22 Budget Estimates

<b>Consolidated Operating Statement</b>	<b>Budget 2020-21</b>	<b>Anticipated Actual 2020-21</b>	<b>Budget 2021-22</b>	<b>'21 to '22 Variance</b>	
<b>Operating Revenue</b>					
Rate Revenue	13,046,800	13,106,300	14,641,800	1,595,000	12.23%
Fees & User Charges	1,150,100	1,336,000	1,282,300	132,200	11.49%
Contributions	95,500	104,400	95,900	400	0.42%
Interest	645,800	571,900	420,700	(225,100)	-34.86%
Grants & Subsidies	4,350,400	4,409,200	4,387,300	36,900	0.85%
Other Revenue	184,800	449,700	848,900	664,100	359.36%
<b>Total Operating Revenue</b>	<b>19,473,400</b>	<b>19,977,500</b>	<b>21,676,900</b>	<b>2,203,500</b>	<b>11.32%</b>
<b>Operating Expenditure</b>					
Departments					
Governance	2,041,100	1,931,300	2,522,600	481,500	23.59%
Corporate Services	2,227,200	2,095,000	1,995,400	(231,800)	-10.41%
Infrastructure Services	3,932,800	3,254,000	4,451,100	518,300	13.18%
Development & Regulatory Services	2,937,500	2,562,700	2,254,600	(682,900)	-23.25%
Works	3,904,400	3,961,700	3,911,700	7,300	0.19%
Maintenance & Working Expenses	15,043,000	13,804,700	15,135,400	92,400	0.61%
Borrowing Costs	271,600	240,500	248,800	(22,800)	-8.39%
Depreciation	5,132,200	5,110,500	5,400,400	268,200	5.23%
Payments to Government Authorities	1,264,900	1,274,500	1,294,700	29,800	2.36%
Other Expenses	276,500	228,700	250,800	(25,700)	-9.29%
<b>Total Operating Expenditure</b>	<b>21,988,200</b>	<b>20,658,900</b>	<b>22,330,100</b>	<b>341,900</b>	<b>1.55%</b>
<b>Underlying Surplus/(Deficit)</b>	<b>(2,514,800)</b>	<b>(681,400)</b>	<b>(653,200)</b>		
Removed Net Actual One Off Expenditure	1,688,200	1,457,400	1,103,600		
Added Long Term Financial Plan One Off Allocation	(500,000)	(500,000)	(550,000)		
<b>Estimated Recurring Surplus/(Deficit)</b>	<b>(1,326,600)</b>	<b>276,000</b>	<b>(99,600)</b>		
<b>Capital Items</b>					
Subdivision Contributions	300,000	902,800	567,300		
Capital Contributions	-	8,000	10,000		
Capital Roads to Recovery Funding	874,300	874,300	874,300		
Capital Grants	4,607,300	2,747,000	4,002,500		
Sale of Assets	-	274,900	-		
<b>Total Capital Items</b>	<b>5,781,600</b>	<b>4,807,000</b>	<b>5,454,100</b>		
<b>Cash Reconciliation</b>					
Opening Cash Balance	18,721,900	19,126,100	18,701,800		
Surplus, Non-Cash Items & Loan Payments	8,222,700	8,655,300	10,664,300		
Capital Asset Expenditure	(15,225,800)	(9,079,600)	(11,382,400)		
<b>Closing Cash Balance</b>	<b>11,718,800</b>	<b>18,701,800</b>	<b>17,983,700</b>		



# Meander Valley Council

## 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>General Administration</b>			
Function Summary			
<b>Operating Revenue</b>			
Rate Revenue	-	-	-
Fees & User Charges	191,000	195,500	178,300
Contributions	-	-	-
Interest	-	-	-
Grants & Subsidies	-	-	-
Other Revenue	2,200	27,400	1,500
<b>Total Operating Revenue</b>	<b>193,200</b>	<b>222,900</b>	<b>179,800</b>
<b>Operating Expenditure</b>			
Departments			
Governance	1,568,000	1,489,600	1,198,100
Corporate Services	1,824,600	1,711,100	1,954,500
Infrastructure Services	531,800	493,000	297,800
Development & Regulatory Services	183,300	150,800	145,600
Works	1,100	600	1,100
Maintenance & Working Expenses	4,108,800	3,845,100	3,597,100
Interest on Loans	-	-	-
Depreciation	210,600	202,000	207,000
Payments to Government Authorities	-	-	-
Administration Allocated	(93,000)	(94,100)	(93,600)
Other Payments	34,300	34,500	34,500
<b>Total Operating Expenditure</b>	<b>4,260,700</b>	<b>3,987,500</b>	<b>3,745,000</b>
<b>Operating Surplus/(Deficit)</b>	<b>(4,067,500)</b>	<b>(3,764,600)</b>	<b>(3,565,200)</b>
<b>Add</b>			
Depreciation	210,600	202,000	207,000
Loan Funds	-	-	-
Asset Sales	-	11,700	-
Accrual Non-Cash Adjustments	-	-	-
<b>Less</b>			
Asset Expenditure	600,000	693,200	867,000
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
<b>Cash Surplus/(Deficit)</b>	<b>(4,456,900)</b>	<b>(4,244,100)</b>	<b>(4,225,200)</b>

## Meander Valley Council

### 2021-22 Budget Estimates

General Administration	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Administration</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	191,000	195,500	178,300	337 Certificates & Rent, Service
Contributions	-	-	-	
Interest				
Grants & Subsidies				
Other Revenue	2,200	27,400	1,500	Commercial reimbursement
<b>Total Operating Revenue</b>	<b>193,200</b>	<b>222,900</b>	<b>179,800</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	1,568,000	1,489,600	1,198,100	
Corporate Services	1,824,600	1,711,100	1,954,500	
Infrastructure Services	531,800	493,000	297,800	GIS, Asset & Property mgt
Development & Regulatory Services	183,300	150,800	145,600	337 Certificates
Works	1,100	600	1,100	
Maintenance & Working Expenses	4,108,800	3,845,100	3,597,100	
Interest on Loans				
Depreciation	210,600	202,000	207,000	
Payments to Government Authorities				
Administration Allocated	(93,000)	(94,100)	(93,600)	
Other Payments	34,300	34,500	34,500	Audit office fees
<b>Total Operating Expenditure</b>	<b>4,260,700</b>	<b>3,987,500</b>	<b>3,745,000</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(4,067,500)</b>	<b>(3,764,600)</b>	<b>(3,565,200)</b>	
<b>Add</b>				
Depreciation	210,600	202,000	207,000	
Loan Funds				
Asset Sales	-	11,700	-	
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	600,000	693,200	867,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(4,456,900)</b>	<b>(4,244,100)</b>	<b>(4,225,200)</b>	



# Meander Valley Council

## 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Roads, Streets &amp; Bridges</b>			
Function Summary			
<b>Operating Revenue</b>			
Rate Revenue	-	-	-
Fees & User Charges	50,900	50,900	50,900
Contributions	250,000	604,400	378,200
Interest	-	-	-
Grants & Subsidies	4,320,000	4,832,300	4,098,700
Other Revenue	-	-	-
<b>Total Operating Revenue</b>	<b>4,620,900</b>	<b>5,487,600</b>	<b>4,527,800</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	201,400	171,900	132,800
Development & Regulatory Services	-	-	-
Works	2,255,400	2,356,200	2,294,000
Maintenance & Working Expenses	2,456,800	2,528,100	2,426,800
Interest on Loans	-	-	-
Depreciation	2,958,200	2,955,000	3,025,000
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	134,300	108,300	108,300
<b>Total Operating Expenditure</b>	<b>5,549,300</b>	<b>5,591,400</b>	<b>5,560,100</b>
<b>Operating Surplus/(Deficit)</b>	<b>(928,400)</b>	<b>(103,800)</b>	<b>(1,032,300)</b>
<b>Add</b>			
Depreciation	2,958,200	2,955,000	3,025,000
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	(250,000)	(604,400)	(378,200)
<b>Less</b>			
Asset Expenditure	5,904,200	4,901,000	4,880,800
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	(134,300)	(108,300)	(108,300)
<b>Cash Surplus/(Deficit)</b>	<b>(3,990,100)</b>	<b>(2,545,900)</b>	<b>(3,158,000)</b>

## Meander Valley Council

### 2021-22 Budget Estimates

Roads, Streets & Bridges	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Roads &amp; Streets</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	50,900	50,900	50,900	Heavy vehicle motor tax
Contributions	250,000	604,400	378,200	Subdivisions taken over
Interest				
Grants & Subsidies	4,164,500	4,676,800	3,680,300	FAGs & R2R
Other Revenue				
<b>Total Operating Revenue</b>	<b>4,465,400</b>	<b>5,332,100</b>	<b>4,109,400</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Development & Regulatory Services	-	-	-	
Works	2,255,400	2,356,200	2,294,000	
Maintenance & Working Expenses	2,255,400	2,356,200	2,294,000	
Interest on Loans				
Depreciation	2,451,200	2,485,000	2,550,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments	117,000	108,300	108,300	Asset disposal write off
<b>Total Operating Expenditure</b>	<b>4,823,600</b>	<b>4,949,500</b>	<b>4,952,300</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(358,200)</b>	<b>382,600</b>	<b>(842,900)</b>	
<b>Add</b>				
Depreciation	2,451,200	2,485,000	2,550,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	(250,000)	(604,400)	(378,200)	Subdivisions taken over
<b>Less</b>				
Asset Expenditure	4,852,300	4,146,500	4,025,800	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets	(117,000)	(108,300)	(108,300)	
<b>Cash Surplus/(Deficit)</b>	<b>(2,892,300)</b>	<b>(1,775,000)</b>	<b>(2,588,600)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Roads, Streets &amp; Bridges</b>			
<b>Bridges</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies	155,500	155,500	418,400
Other Revenue			
<b>Total Operating Revenue</b>	155,500	155,500	418,400
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	201,400	171,900	132,800
Development & Regulatory Services Works	-	-	-
Maintenance & Working Expenses	201,400	171,900	132,800
Interest on Loans			
Depreciation	507,000	470,000	475,000
Payments to Government Authorities			
Administration Allocated			
Other Payments	17,300	-	-
<b>Total Operating Expenditure</b>	725,700	641,900	607,800
<b>Operating Surplus/(Deficit)</b>	(570,200)	(486,400)	(189,400)
<b>Add</b>			
Depreciation	507,000	470,000	475,000
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	1,051,900	754,500	855,000
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets	(17,300)	-	-
<b>Cash Surplus/(Deficit)</b>	(1,097,800)	(770,900)	(569,400)

FAGs





## Meander Valley Council

### 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Health, Community &amp; Welfare</b>			
Function Summary			
<b>Operating Revenue</b>			
Rate Revenue	2,949,100	2,963,800	3,854,900
Fees & User Charges	368,100	357,600	374,600
Contributions	72,000	309,800	211,100
Interest	218,000	218,000	211,300
Grants & Subsidies	40,000	32,800	-
Other Revenue	78,800	112,000	78,200
<b>Total Operating Revenue</b>	<b>3,726,000</b>	<b>3,994,000</b>	<b>4,730,100</b>
<b>Operating Expenditure</b>			
Departments			
Governance	265,900	280,200	1,306,000
Corporate Services	362,000	345,300	500
Infrastructure Services	2,484,600	2,025,700	3,025,600
Development & Regulatory Services	1,439,800	1,093,400	587,000
Works	1,040,700	995,500	1,040,700
Maintenance & Working Expenses	5,593,000	4,740,100	5,959,800
Interest on Loans	271,600	240,500	248,800
Depreciation	827,200	842,400	1,034,900
Payments to Government Authorities	1,264,900	1,274,500	1,294,700
Administration Allocated	92,400	94,000	93,300
Other Payments	61,100	69,100	108,000
<b>Total Operating Expenditure</b>	<b>8,110,200</b>	<b>7,260,600</b>	<b>8,739,500</b>
<b>Operating Surplus/(Deficit)</b>	<b>(4,384,200)</b>	<b>(3,266,600)</b>	<b>(4,009,400)</b>
<b>Add</b>			
Depreciation	827,200	842,400	1,034,900
Loan Funds	-	-	-
Asset Sales	-	19,000	-
Accrual Non-Cash Adjustments	3,600	(279,500)	(151,600)
<b>Less</b>			
Asset Expenditure	1,338,200	959,800	1,969,700
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
<b>Cash Surplus/(Deficit)</b>	<b>(4,891,600)</b>	<b>(3,644,500)</b>	<b>(5,095,800)</b>

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Health - Preventive Health</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	26,500	20,300	40,800	Licence & inspection fees
Contributions				
Interest				
Grants & Subsidies				
Other Revenue	-	12,500	-	Fleet sale
<b>Total Operating Revenue</b>	<b>26,500</b>	<b>32,800</b>	<b>40,800</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Development & Regulatory Services	193,800	178,800	230,700	
Works	-	-	-	
Maintenance & Working Expenses	193,800	178,800	230,700	
Interest on Loans				
Depreciation	6,100	4,500	4,500	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
<b>Total Operating Expenditure</b>	<b>199,900</b>	<b>183,300</b>	<b>235,200</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(173,400)</b>	<b>(150,500)</b>	<b>(194,400)</b>	
<b>Add</b>				
Depreciation	6,100	4,500	4,500	
Loan Funds				
Asset Sales		-		
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(167,300)</b>	<b>(146,000)</b>	<b>(189,900)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Community - Animal Control</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	92,000	91,200	92,000	Animal licences & fines
Contributions				
Interest				
Grants & Subsidies				
Other Revenue	-	12,000	-	Fleet sale
<b>Total Operating Revenue</b>	<b>92,000</b>	<b>103,200</b>	<b>92,000</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Development & Regulatory Services	229,500	162,500	205,500	
Works	10,000	9,800	11,200	
Maintenance & Working Expenses	239,500	172,300	216,700	
Interest on Loans				
Depreciation	9,800	10,000	10,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
<b>Total Operating Expenditure</b>	<b>249,300</b>	<b>182,300</b>	<b>226,700</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(157,300)</b>	<b>(79,100)</b>	<b>(134,700)</b>	
<b>Add</b>				
Depreciation	9,800	10,000	10,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	25,000	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(172,500)</b>	<b>(69,100)</b>	<b>(124,700)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Community - Fire Protection</b>				
<b>Operating Revenue</b>				
Rate Revenue	1,264,900	1,274,500	1,294,700	State fire contribution
Fees & User Charges	2,000	700	3,000	Fire hazard clearing
Contributions				
Interest				
Grants & Subsidies				
Other Revenue	50,600	50,600	51,800	Administration commission
<b>Total Operating Revenue</b>	<b>1,317,500</b>	<b>1,325,800</b>	<b>1,349,500</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Development & Regulatory Services	15,800	18,300	18,000	Fire hazard control
Works	298,100	298,600	297,800	Roadside vegetation
Maintenance & Working Expenses	313,900	316,900	315,800	
Interest on Loans				
Depreciation				
Payments to Government Authorities	1,264,900	1,274,500	1,294,700	
Administration Allocated	50,600	50,600	51,800	
Other Payments				
<b>Total Operating Expenditure</b>	<b>1,629,400</b>	<b>1,642,000</b>	<b>1,662,300</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(311,900)</b>	<b>(316,200)</b>	<b>(312,800)</b>	
<b>Add</b>				
Depreciation				
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure				
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(311,900)</b>	<b>(316,200)</b>	<b>(312,800)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Community - State Emergency</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies	-	-	-
Other Revenue			
<b>Total Operating Revenue</b>	-	-	-
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	16,700	13,300	15,200
Development & Regulatory Services	-	-	-
Works	-	-	-
Maintenance & Working Expenses	16,700	13,300	15,200
Interest on Loans			
Depreciation	10,800	3,900	-
Payments to Government Authorities			
Administration Allocated			
Other Payments			
<b>Total Operating Expenditure</b>	27,500	17,200	15,200
<b>Operating Surplus/(Deficit)</b>	(27,500)	(17,200)	(15,200)
<b>Add</b>			
Depreciation	10,800	3,900	-
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	(16,700)	(13,300)	(15,200)

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Community - Cemeteries</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	18,000	24,000	21,000	Cemetery fees
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
<b>Total Operating Revenue</b>	<b>18,000</b>	<b>24,000</b>	<b>21,000</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	500	400	500	
Infrastructure Services	-	-	-	
Development & Regulatory Services	-	-	-	
Works	56,200	67,700	60,300	
Maintenance & Working Expenses	56,700	68,100	60,800	
Interest on Loans				
Depreciation	2,800	3,100	3,800	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
<b>Total Operating Expenditure</b>	<b>59,500</b>	<b>71,200</b>	<b>64,600</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(41,500)</b>	<b>(47,200)</b>	<b>(43,600)</b>	
<b>Add</b>				
Depreciation	2,800	3,100	3,800	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	130,000	29,600	237,400	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(168,700)</b>	<b>(73,700)</b>	<b>(277,200)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Community - Community Amenities</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges				
Contributions	-	-	-	
Interest				
Grants & Subsidies	40,000	32,800	-	Bus stop grants
Other Revenue				
<b>Total Operating Revenue</b>	<b>40,000</b>	<b>32,800</b>	<b>-</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Development & Regulatory Services	-	-	-	
Works	284,100	239,800	279,800	Public toilets
Maintenance & Working Expenses	284,100	239,800	279,800	
Interest on Loans				
Depreciation	29,100	30,600	32,200	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
<b>Total Operating Expenditure</b>	<b>313,200</b>	<b>270,400</b>	<b>312,000</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(273,200)</b>	<b>(237,600)</b>	<b>(312,000)</b>	
<b>Add</b>				
Depreciation	29,100	30,600	32,200	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	-	71,500	106,000	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(244,100)</b>	<b>(278,500)</b>	<b>(385,800)</b>	



## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Street Lighting</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges				
Contributions	-	-	-	
Interest				
Grants & Subsidies				
Other Revenue	200	400	400	Lighting reimbursements
<b>Total Operating Revenue</b>	<b>200</b>	<b>400</b>	<b>400</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	224,000	214,000	233,600	
Development & Regulatory Services	-	-	-	
Works	-	-	-	
Maintenance & Working Expenses	224,000	214,000	233,600	
Interest on Loans				
Depreciation	27,700	30,000	30,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
<b>Total Operating Expenditure</b>	<b>251,700</b>	<b>244,000</b>	<b>263,600</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(251,500)</b>	<b>(243,600)</b>	<b>(263,200)</b>	
<b>Add</b>				
Depreciation	27,700	30,000	30,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(223,800)</b>	<b>(213,600)</b>	<b>(233,200)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Community - Area Promotion</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	88,000	74,800	74,800	Visitor information centre
Contributions	-	-	-	
Interest				
Grants & Subsidies		-		
Other Revenue	28,000	26,000	26,000	Visitor centre commissions
<b>Total Operating Revenue</b>	<b>116,000</b>	<b>100,800</b>	<b>100,800</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	51,000	35,000	389,000	
Corporate Services	361,500	344,900	-	
Infrastructure Services	27,800	4,200	29,300	
Development & Regulatory Services	-	-	-	
Works	6,400	2,600	6,500	
Maintenance & Working Expenses	446,700	386,700	424,800	
Interest on Loans				
Depreciation	27,300	24,900	24,400	
Payments to Government Authorities				
Administration Allocated				
Other Payments	5,000	5,000	5,000	In kind support
<b>Total Operating Expenditure</b>	<b>479,000</b>	<b>416,600</b>	<b>454,200</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(363,000)</b>	<b>(315,800)</b>	<b>(353,400)</b>	
<b>Add</b>				
Depreciation	27,300	24,900	24,400	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	-	-	-	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(335,700)</b>	<b>(290,900)</b>	<b>(329,000)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Community - Economic Services</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies	-	-	-
Other Revenue			
<b>Total Operating Revenue</b>	-	-	-
<b>Operating Expenditure</b>			
Departments			
Governance	214,900	146,400	463,200
Corporate Services	-	-	-
Infrastructure Services	461,500	85,300	408,600
Development & Regulatory Services	189,400	174,000	-
Works	900	-	900
Maintenance & Working Expenses	866,700	405,700	872,700
Interest on Loans			
Depreciation	-	-	-
Payments to Government Authorities			
Administration Allocated			
Other Payments	2,000	-	2,000
<b>Total Operating Expenditure</b>	868,700	405,700	874,700
<b>Operating Surplus/(Deficit)</b>	<b>(868,700)</b>	<b>(405,700)</b>	<b>(874,700)</b>
<b>Add</b>			
Depreciation	-	-	-
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	<b>(868,700)</b>	<b>(405,700)</b>	<b>(874,700)</b>

Rates incentive

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Community - Household Waste</b>				
<b>Operating Revenue</b>				
Rate Revenue	1,684,200	1,689,300	2,560,200	Waste management charges
Fees & User Charges	134,100	137,700	138,000	Tips & transfer station fees
Contributions				
Interest				
Grants & Subsidies				
Other Revenue				
<b>Total Operating Revenue</b>	<b>1,818,300</b>	<b>1,827,000</b>	<b>2,698,200</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	1,657,200	1,658,000	2,263,100	
Development & Regulatory Services	-	-	-	
Works	14,700	7,600	14,200	
Maintenance & Working Expenses	1,671,900	1,665,600	2,277,300	
Borrowing Costs	53,600	22,500	37,500	Tip rehab provision mvmt
Depreciation	303,700	308,100	493,100	
Payments to Government Authorities				
Administration Allocated	41,800	43,400	41,500	
Other Payments				
<b>Total Operating Expenditure</b>	<b>2,071,000</b>	<b>2,039,600</b>	<b>2,849,400</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(252,700)</b>	<b>(212,600)</b>	<b>(151,200)</b>	
<b>Add</b>				
Depreciation	303,700	308,100	493,100	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	53,600	22,500	37,500	
<b>Less</b>				
Asset Expenditure	396,000	366,000	1,104,700	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(291,400)</b>	<b>(248,000)</b>	<b>(725,300)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Health, Community &amp; Welfare</b>			
<b>Community - Non-Household Waste</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies			
Other Revenue			
<b>Total Operating Revenue</b>	-	-	-
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Development & Regulatory Services	-	-	-
Works	224,800	235,400	227,800
Maintenance & Working Expenses	224,800	235,400	227,800
Interest on Loans			
Depreciation	3,800	1,400	1,000
Payments to Government Authorities			
Administration Allocated			
Other Payments			
<b>Total Operating Expenditure</b>	228,600	236,800	228,800
<b>Operating Surplus/(Deficit)</b>	(228,600)	(236,800)	(228,800)
<b>Add</b>			
Depreciation	3,800	1,400	1,000
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	(224,800)	(235,400)	(227,800)

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Community - Stormwater Drainage</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	4,000	8,300	5,000	Design fees
Contributions	50,000	302,000	189,100	Subdivisions taken over
Interest				
Grants & Subsidies	-	-	-	
Other Revenue	-	-	-	
<b>Total Operating Revenue</b>	<b>54,000</b>	<b>310,300</b>	<b>194,100</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	37,600	29,600	33,600	
Development & Regulatory Services	-	-	-	
Works	127,600	117,500	125,200	
Maintenance & Working Expenses	165,200	147,100	158,800	
Interest on Loans				
Depreciation	375,000	400,000	410,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
<b>Total Operating Expenditure</b>	<b>540,200</b>	<b>547,100</b>	<b>568,800</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(486,200)</b>	<b>(236,800)</b>	<b>(374,700)</b>	
<b>Add</b>				
Depreciation	375,000	400,000	410,000	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments	(50,000)	(302,000)	(189,100)	Subdivision contributions
<b>Less</b>				
Asset Expenditure	753,200	492,700	521,600	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(914,400)</b>	<b>(631,500)</b>	<b>(675,400)</b>	

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Community - Environmental Protection</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges			
Contributions	-	-	-
Interest			
Grants & Subsidies	-	-	-
Other Revenue			
<b>Total Operating Revenue</b>	-	-	-
<b>Operating Expenditure</b>			
Departments			
Governance	-	98,800	15,000
Corporate Services	-	-	-
Infrastructure Services	58,000	19,000	27,500
Development & Regulatory Services	145,500	139,100	132,800
Works	17,900	16,500	17,000
Maintenance & Working Expenses	221,400	273,400	192,300
Interest on Loans			
Depreciation	1,700	-	-
Payments to Government Authorities			
Administration Allocated			
Other Payments - Grants	-	-	-
<b>Total Operating Expenditure</b>	223,100	273,400	192,300
<b>Operating Surplus/(Deficit)</b>	<b>(223,100)</b>	<b>(273,400)</b>	<b>(192,300)</b>
<b>Add</b>			
Depreciation	1,700	-	-
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	<b>(221,400)</b>	<b>(273,400)</b>	<b>(192,300)</b>



## Meander Valley Council

### 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Health, Community &amp; Welfare</b>			
<b>Community - Community Development</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges	1,500	-	-
Contributions	-	800	-
Interest			
Grants & Subsidies	-	-	-
Other Revenue	-	12,900	-
<b>Total Operating Revenue</b>	<b>1,500</b>	<b>13,700</b>	<b>-</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	406,300
Corporate Services	-	-	-
Infrastructure Services	1,800	2,300	14,700
Development & Regulatory Services Works	439,100	361,200	-
Maintenance & Working Expenses	440,900	363,500	421,000
Interest on Loans			
Depreciation	18,800	15,000	15,000
Payments to Government Authorities Administration Allocated			
Other Payments - Community Grants	54,100	64,100	101,000
<b>Total Operating Expenditure</b>	<b>513,800</b>	<b>442,600</b>	<b>537,000</b>
<b>Operating Surplus/(Deficit)</b>	<b>(512,300)</b>	<b>(428,900)</b>	<b>(537,000)</b>
<b>Add</b>			
Depreciation	18,800	15,000	15,000
Loan Funds			
Asset Sales		3,800	
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	17,000	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	<b>(510,500)</b>	<b>(410,100)</b>	<b>(522,000)</b>

# Meander Valley Council

## 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Health, Community &amp; Welfare</b>			
<b>Welfare - Families, Youth &amp; Children</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges	2,000	600	-
Contributions			
Interest			
Grants & Subsidies	-	-	-
Other Revenue			
<b>Total Operating Revenue</b>	2,000	600	-
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	10,000
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Development & Regulatory Services	197,700	21,200	-
Works	-	-	-
Maintenance & Working Expenses	197,700	21,200	10,000
Interest on Loans			
Depreciation	1,000	900	900
Payments to Government Authorities			
Administration Allocated			
Other Payments			
<b>Total Operating Expenditure</b>	198,700	22,100	10,900
<b>Operating Surplus/(Deficit)</b>	(196,700)	(21,500)	(10,900)
<b>Add</b>			
Depreciation	1,000	900	900
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	(195,700)	(20,600)	(10,000)

## Meander Valley Council

### 2021-22 Budget Estimates

Health, Community & Welfare	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Welfare - Aged &amp; Disabled</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges				
Contributions	22,000	7,000	22,000	Special Committee contrib.
Interest	218,000	218,000	211,300	Interest loans receivable
Grants & Subsidies				
Other Revenue	-	(2,400)	-	Fleet sale
<b>Total Operating Revenue</b>	<b>240,000</b>	<b>222,600</b>	<b>233,300</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	22,500	Community car expenses
Corporate Services	-	-	-	
Infrastructure Services	-	-	-	
Development & Regulatory Services	29,000	38,300	-	
Works	-	-	-	
Maintenance & Working Expenses	29,000	38,300	22,500	
Interest on Loans	218,000	218,000	211,300	
Depreciation	9,600	10,000	10,000	
Payments to Government Authorities				
Administration Allocated				
Other Payments	-	-	-	
<b>Total Operating Expenditure</b>	<b>256,600</b>	<b>266,300</b>	<b>243,800</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(16,600)</b>	<b>(43,700)</b>	<b>(10,500)</b>	
<b>Add</b>				
Depreciation	9,600	10,000	10,000	
Loan Funds				
Asset Sales		15,200		
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	17,000	-	-	Community car
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(24,000)</b>	<b>(18,500)</b>	<b>(500)</b>	



## Meander Valley Council

### 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Land Use Planning &amp; Building</b>			
Function Summary			
<b>Operating Revenue</b>			
Rate Revenue	-	-	-
Fees & User Charges	421,000	650,500	506,500
Contributions	2,000	3,000	2,000
Interest	-	-	-
Grants & Subsidies	-	-	-
Other Revenue	65,000	62,100	65,000
<b>Total Operating Revenue</b>	<b>488,000</b>	<b>715,600</b>	<b>573,500</b>
<b>Operating Expenditure</b>			
Departments			
Governance	207,200	161,500	-
Corporate Services	-	-	-
Infrastructure Services	98,400	76,000	107,400
Development & Regulatory Services Works	1,125,400	1,154,900	1,529,000
-	-	-	-
Maintenance & Working Expenses	1,431,000	1,392,400	1,636,400
Interest on Loans	-	-	-
Depreciation	25,300	28,100	22,400
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	-	-	-
<b>Total Operating Expenditure</b>	<b>1,456,300</b>	<b>1,420,500</b>	<b>1,658,800</b>
<b>Operating Surplus/(Deficit)</b>	<b>(968,300)</b>	<b>(704,900)</b>	<b>(1,085,300)</b>
<b>Add</b>			
Depreciation	25,300	28,100	22,400
Loan Funds	-	-	-
Asset Sales	-	5,400	-
Accrual Non-Cash Adjustments	-	-	-
<b>Less</b>			
Asset Expenditure	-	-	-
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
<b>Cash Surplus/(Deficit)</b>	<b>(943,000)</b>	<b>(671,400)</b>	<b>(1,062,900)</b>

## Meander Valley Council

### 2021-22 Budget Estimates

Land Use Planning & Building	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Land Use Planning</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges	213,000	313,800	260,000
Contributions			
Interest			
Grants & Subsidies			
Other Revenue	-	6,900	-
<b>Total Operating Revenue</b>	<b>213,000</b>	<b>320,700</b>	<b>260,000</b>
<b>Operating Expenditure</b>			
Departments			
Governance	207,200	161,500	-
Corporate Services	-	-	-
Infrastructure Services	98,400	76,000	107,400
Development & Regulatory Services	590,800	683,900	1,005,900
Works	-	-	-
Maintenance & Working Expenses	896,400	921,400	1,113,300
Interest on Loans			
Depreciation	14,300	17,700	12,000
Payments to Government Authorities			
Administration Allocated			
Other Payments			
<b>Total Operating Expenditure</b>	<b>910,700</b>	<b>939,100</b>	<b>1,125,300</b>
<b>Operating Surplus/(Deficit)</b>	<b>(697,700)</b>	<b>(618,400)</b>	<b>(865,300)</b>
<b>Add</b>			
Depreciation	14,300	17,700	12,000
Loan Funds			
Asset Sales	-	5,400	-
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	<b>(683,400)</b>	<b>(595,300)</b>	<b>(853,300)</b>

## Meander Valley Council

### 2021-22 Budget Estimates

Land Use Planning & Building	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Building Control</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges	208,000	336,700	246,500
Contributions	2,000	3,000	2,000
Interest			
Grants & Subsidies			
Other Revenue	65,000	55,200	65,000
<b>Total Operating Revenue</b>	<b>275,000</b>	<b>394,900</b>	<b>313,500</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Development & Regulatory Services	534,600	471,000	523,100
Works	-	-	-
Maintenance & Working Expenses	534,600	471,000	523,100
Interest on Loans			
Depreciation	11,000	10,400	10,400
Payments to Government Authorities			
Administration Allocated			
Other Payments			
<b>Total Operating Expenditure</b>	<b>545,600</b>	<b>481,400</b>	<b>533,500</b>
<b>Operating Surplus/(Deficit)</b>	<b>(270,600)</b>	<b>(86,500)</b>	<b>(220,000)</b>
<b>Add</b>			
Depreciation	11,000	10,400	10,400
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	-	-	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	<b>(259,600)</b>	<b>(76,100)</b>	<b>(209,600)</b>

Resource sharing &amp; build levy



## Meander Valley Council

### 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Recreation &amp; Culture</b>			
Function Summary			
<b>Operating Revenue</b>			
Rate Revenue	-	-	-
Fees & User Charges	119,100	81,500	172,000
Contributions	71,500	98,000	81,900
Interest	-	-	-
Grants & Subsidies	3,343,000	1,100,000	3,100,000
Other Revenue	-	-	-
<b>Total Operating Revenue</b>	<b>3,533,600</b>	<b>1,279,500</b>	<b>3,353,900</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	18,500
Corporate Services	34,600	32,300	34,100
Infrastructure Services	620,200	489,600	890,700
Development & Regulatory Services	196,000	170,700	-
Works	964,900	940,100	956,000
Maintenance & Working Expenses	1,815,700	1,632,700	1,899,300
Interest on Loans	-	-	-
Depreciation	733,700	702,700	716,200
Payments to Government Authorities	-	-	-
Administration Allocated	-	-	-
Other Payments	46,800	16,800	-
<b>Total Operating Expenditure</b>	<b>2,596,200</b>	<b>2,352,200</b>	<b>2,615,500</b>
<b>Operating Surplus/(Deficit)</b>	<b>937,400</b>	<b>(1,072,700)</b>	<b>738,400</b>
<b>Add</b>			
Depreciation	733,700	702,700	716,200
Loan Funds	-	-	-
Asset Sales	-	-	-
Accrual Non-Cash Adjustments	-	-	-
<b>Less</b>			
Asset Expenditure	4,784,800	1,503,100	2,579,300
Loan Principal	-	-	-
Profit (Loss) on Disposal of Fixed Assets	-	-	-
<b>Cash Surplus/(Deficit)</b>	<b>(3,113,700)</b>	<b>(1,873,100)</b>	<b>(1,124,700)</b>

## Meander Valley Council

### 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Recreation &amp; Culture</b>				
<b>Public Halls</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	5,000	3,400	5,000	Westbury Town Hall
Contributions	15,000	15,000	20,000	Special Committees
Interest	-	-	-	
Grants & Subsidies	600,000	-	600,000	Bracknell Hall
Other Revenue				
<b>Total Operating Revenue</b>	<b>620,000</b>	<b>18,400</b>	<b>625,000</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	26,600	24,600	26,100	Insurance, rates, land tax
Infrastructure Services	81,700	40,200	70,700	Maintenance program
Development & Regulatory Services	-	-	-	
Works	10,800	14,500	12,100	
Maintenance & Working Expenses	119,100	79,300	108,900	
Interest on Loans				
Depreciation	82,700	80,200	81,300	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
<b>Total Operating Expenditure</b>	<b>201,800</b>	<b>159,500</b>	<b>190,200</b>	
<b>Operating Surplus/(Deficit)</b>	<b>418,200</b>	<b>(141,100)</b>	<b>434,800</b>	
<b>Add</b>				
Depreciation	82,700	80,200	81,300	
Loan Funds				
Asset Sales				
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	945,900	117,000	221,500	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(445,000)</b>	<b>(177,900)</b>	<b>294,600</b>	



## Meander Valley Council

### 2021-22 Budget Estimates

	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Recreation &amp; Culture</b>			
<b>Swimming Pools &amp; Other Swimming</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies			
Other Revenue			
<b>Total Operating Revenue</b>	-	-	-
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	87,500	84,600	92,300
Development & Regulatory Services	-	-	-
Works	4,400	5,000	3,800
Maintenance & Working Expenses	91,900	89,600	96,100
Interest on Loans			
Depreciation	10,900	16,500	16,500
Payments to Government Authorities			
Administration Allocated			
Other Payments			
<b>Total Operating Expenditure</b>	102,800	106,100	112,600
<b>Operating Surplus/(Deficit)</b>	(102,800)	(106,100)	(112,600)
<b>Add</b>			
Depreciation	10,900	16,500	16,500
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	25,000	19,600	-
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	(116,900)	(109,200)	(96,100)

## Meander Valley Council

### 2021-22 Budget Estimates

Recreation & Culture	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Recreation Grounds &amp; Sports Facilities</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges	62,800	32,400	116,200
Contributions	16,000	12,000	1,500
Interest			
Grants & Subsidies	2,510,000	820,000	2,250,000
Other Revenue	-	-	-
<b>Total Operating Revenue</b>	<b>2,588,800</b>	<b>864,400</b>	<b>2,367,700</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	302,900	273,000	494,800
Development & Regulatory Services	147,200	132,799	-
Works	503,200	433,500	484,000
Maintenance & Working Expenses	953,300	839,300	978,800
Interest on Loans			
Depreciation	435,600	375,000	385,000
Payments to Government Authorities			
Administration Allocated			
Other Payments - Recreation Grants	46,800	16,800	-
<b>Total Operating Expenditure</b>	<b>1,435,700</b>	<b>1,231,100</b>	<b>1,363,800</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,153,100</b>	<b>(366,700)</b>	<b>1,003,900</b>
<b>Add</b>			
Depreciation	435,600	375,000	385,000
Loan Funds			
Asset Sales less Transfers to C'ttees			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	3,252,700	950,300	1,212,200
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets	-	-	-
<b>Cash Surplus/(Deficit)</b>	<b>(1,664,000)</b>	<b>(942,000)</b>	<b>176,700</b>

## Meander Valley Council

### 2021-22 Budget Estimates

Recreation & Culture	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Library Services</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges	41,000	39,600	41,000
Contributions			
Interest			
Grants & Subsidies			
Other Revenue			
<b>Total Operating Revenue</b>	<b>41,000</b>	<b>39,600</b>	<b>41,000</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	8,000	7,700	8,000
Infrastructure Services	4,700	2,000	4,900
Development & Regulatory Services	-	-	-
Works	-	-	-
Maintenance & Working Expenses	12,700	9,700	12,900
Interest on Loans			
Depreciation	4,000	4,300	4,300
Payments to Government Authorities			
Administration Allocated			
Other Payments			
<b>Total Operating Expenditure</b>	<b>16,700</b>	<b>14,000</b>	<b>17,200</b>
<b>Operating Surplus/(Deficit)</b>	<b>24,300</b>	<b>25,600</b>	<b>23,800</b>
<b>Add</b>			
Depreciation	4,000	4,300	4,300
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	<b>28,300</b>	<b>29,900</b>	<b>28,100</b>

## Meander Valley Council

### 2021-22 Budget Estimates

Recreation & Culture	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Sundry Cultural Activities</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges	7,000	3,000	7,000
Contributions	500	400	400
Interest			
Grants & Subsidies			
Other Revenue			
<b>Total Operating Revenue</b>	<b>7,500</b>	<b>3,400</b>	<b>7,400</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	18,500
Corporate Services	-	-	-
Infrastructure Services	74,200	67,400	109,400
Development & Regulatory Services	48,800	37,900	-
Works	11,800	800	11,900
Maintenance & Working Expenses	134,800	106,100	139,800
Interest on Loans			
Depreciation	47,300	52,700	52,000
Payments to Government Authorities			
Administration Allocated			
Other Payments			
<b>Total Operating Expenditure</b>	<b>182,100</b>	<b>158,800</b>	<b>191,800</b>
<b>Operating Surplus/(Deficit)</b>	<b>(174,600)</b>	<b>(155,400)</b>	<b>(184,400)</b>
<b>Add</b>			
Depreciation	47,300	52,700	52,000
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure	75,000	26,300	104,100
Loan Principal			
Profit (loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	<b>(202,300)</b>	<b>(129,000)</b>	<b>(236,500)</b>

MV Performing Arts Ctr

## Meander Valley Council

### 2021-22 Budget Estimates

Recreation & Culture	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Parks &amp; Reserves</b>				
<b>Operating Revenue</b>				
Rate Revenue				
Fees & User Charges	3,300	3,100	2,800	Overnight RV camping
Contributions	40,000	70,600	60,000	Public open space cont.
Interest				
Grants & Subsidies	233,000	280,000	250,000	
Other Revenue	-	-	-	
<b>Total Operating Revenue</b>	<b>276,300</b>	<b>353,700</b>	<b>312,800</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	-	-	-	
Infrastructure Services	69,200	22,400	118,600	
Development & Regulatory Services	-	-	-	
Works	434,700	486,300	444,200	
Maintenance & Working Expenses	503,900	508,700	562,800	
Interest on Loans				
Depreciation	153,200	174,000	177,100	
Payments to Government Authorities				
Administration Allocated				
Other Payments				
<b>Total Operating Expenditure</b>	<b>657,100</b>	<b>682,700</b>	<b>739,900</b>	
<b>Operating Surplus/(Deficit)</b>	<b>(380,800)</b>	<b>(329,000)</b>	<b>(427,100)</b>	
<b>Add</b>				
Depreciation	153,200	174,000	177,100	
Loan Funds				
Asset Sales	-	-	-	
Accrual Non-Cash Adjustments				
<b>Less</b>				
Asset Expenditure	486,200	389,900	1,041,500	
Loan Principal				
Profit (Loss) on Disposal of Fixed Assets				
<b>Cash Surplus/(Deficit)</b>	<b>(713,800)</b>	<b>(544,900)</b>	<b>(1,291,500)</b>	



## Meander Valley Council

### 2021-22 Budget Estimates

<b>Unallocated &amp; Unclassified</b>	<b>Budget</b>	<b>Anticipated</b>	<b>Budget</b>
Function Summary	<b>2020-21</b>	<b>Actual</b>	<b>2021-22</b>
<b>Operating Revenue</b>			
Rate Revenue	10,097,700	10,142,500	10,786,900
Fees & User Charges	-	-	-
Contributions	-	-	-
Interest	427,800	353,900	209,400
Grants & Subsidies	2,129,000	2,065,400	2,065,400
Other Revenue	38,800	523,100	704,200
<b>Total Operating Revenue</b>	<b>12,693,300</b>	<b>13,084,900</b>	<b>13,765,900</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	6,000	6,300	6,300
Infrastructure Services	(3,600)	(2,200)	(3,200)
Development & Regulatory Services	(7,000)	(7,100)	(7,000)
Works	(357,700)	(330,700)	(380,100)
Maintenance & Working Expenses	(362,300)	(333,700)	(384,000)
Interest on Loans-internal loan	-	-	-
Depreciation	377,200	380,300	394,900
Payments to Government Authorities			
Administration Allocated	600	100	300
Other Payments	-	-	-
<b>Total Operating Expenditure</b>	<b>15,500</b>	<b>46,700</b>	<b>11,200</b>
<b>Operating Surplus/(Deficit)</b>	<b>12,677,800</b>	<b>13,038,200</b>	<b>13,754,700</b>
<b>Add</b>			
Depreciation	377,200	380,300	394,900
Loan Funds & Capital Repayments	-	104,000	920,000
Asset Sales	-	115,600	-
Accrual Non-Cash Adjustments	(64,200)	(60,900)	(35,500)
<b>Less</b>			
Asset Expenditure	2,598,600	1,022,500	1,085,600
Loan Principal	-	-	-
Internal loan Repay	-	-	-
<b>Cash Surplus/(Deficit)</b>	<b>10,392,200</b>	<b>12,554,700</b>	<b>13,948,500</b>

## Meander Valley Council

### 2021-22 Budget Estimates

Unallocated & Unclassified	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Private Works</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies			
Other Revenue	6,000	600	3,700
<b>Total Operating Revenue</b>	<b>6,000</b>	<b>600</b>	<b>3,700</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Development & Regulatory Services	-	-	-
Works	5,500	700	3,200
Maintenance & Working Expenses	5,500	700	3,200
Interest on Loans			
Depreciation			
Payments to Government Authorities			
Administration Allocated	600	100	300
Other Payments			
<b>Total Operating Expenditure</b>	<b>6,100</b>	<b>800</b>	<b>3,500</b>
<b>Operating Surplus/(Deficit)</b>	<b>(100)</b>	<b>(200)</b>	<b>200</b>
<b>Add</b>			
Depreciation			
Loan Funds			
Asset Sales			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure			
Loan Principal			
Profit (Loss) on Disposal of Fixed Assets			
<b>Cash Surplus/(Deficit)</b>	<b>(100)</b>	<b>(200)</b>	<b>200</b>

## Meander Valley Council

### 2021-22 Budget Estimates

Unallocated & Unclassified	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22
<b>Plant Working</b>			
<b>Operating Revenue</b>			
Rate Revenue			
Fees & User Charges			
Contributions			
Interest			
Grants & Subsidies	43,000	47,000	47,000
Other Revenue			
<b>Total Operating Revenue</b>	<b>43,000</b>	<b>47,000</b>	<b>47,000</b>
<b>Operating Expenditure</b>			
Departments			
Governance	-	-	-
Corporate Services	-	-	-
Infrastructure Services	-	-	-
Development & Regulatory Services	-	-	-
Works	-	-	-
Maintenance & Working Expenses	-	-	-
- Internal Hire Charges	(802,400)	(794,100)	(854,100)
- Operating Expenditure	481,300	508,300	516,400
Interest on Loans			
Depreciation	288,700	288,700	303,600
Administration Allocated			
Training Costs			
Other Payments			
<b>Total Operating Expenditure</b>	<b>(32,400)</b>	<b>2,900</b>	<b>(34,100)</b>
<b>Operating Surplus/(Deficit)</b>	<b>75,400</b>	<b>44,100</b>	<b>81,100</b>
<b>Add</b>			
Depreciation	288,700	288,700	303,600
Loan Funds			
Asset Sales (excl. trade-in)			
Accrual Non-Cash Adjustments			
<b>Less</b>			
Asset Expenditure - Changeover cost	355,000	353,800	500,000
Loan Principal			
Internal return on Plant	75,400	44,100	81,100
<b>Cash Surplus/(Deficit)</b>	<b>(66,300)</b>	<b>(65,100)</b>	<b>(196,400)</b>

Diesel fuel rebate



## Meander Valley Council

### 2021-22 Budget Estimates

Unallocated & Unclassified	Budget 2020-21	Anticipated Actual 2020-21	Budget 2021-22	
<b>Other Unallocated &amp; Unclassified</b>				
<b>Operating Revenue</b>				
Rate Revenue	10,097,700	10,142,500	10,786,900	General Rates
Fees & User Charges	-	-	-	
Contributions	-	-	-	
Interest	427,800	353,900	209,400	Bank, Loans & Rates
Grants & Subsidies	2,086,000	2,018,400	2,018,400	Financial Assistance Grants
Other Revenue	32,800	522,500	700,500	Taswater & residential rent
<b>Total Operating Revenue</b>	<b>12,644,300</b>	<b>13,037,300</b>	<b>13,715,200</b>	
<b>Operating Expenditure</b>				
Departments				
Governance	-	-	-	
Corporate Services	6,000	6,300	6,300	Unallocated land tax
Infrastructure Services	(3,600)	(2,200)	(3,200)	Depreciation in overheads & rental p
Development & Regulatory Services	(7,000)	(7,100)	(7,000)	Depreciation in overheads
Works	(42,100)	(45,600)	(45,600)	Depreciation in overheads
Maintenance & Working Expenses	(46,700)	(48,600)	(49,500)	
Interest on Loans				
Depreciation	88,500	91,600	91,300	Depots & minor plant
Payments to Government Authorities				
Administration Allocated				
Other Payments	-	-	-	
<b>Total Operating Expenditure</b>	<b>41,800</b>	<b>43,000</b>	<b>41,800</b>	
<b>Operating Surplus/(Deficit)</b>	<b>12,602,500</b>	<b>12,994,300</b>	<b>13,673,400</b>	
<b>Add</b>				
Depreciation	88,500	91,600	91,300	
Loan Funds & Capital Repayments	-	104,000	920,000	Loan repayments
Asset Sales	-	115,600	-	Property sale asset value
Accrual Non-Cash Adjustments	(64,200)	(60,900)	(35,500)	Valleycentral interest accrual
<b>Less</b>				
Asset Expenditure	2,243,600	668,700	585,600	Depots, vehicles & minor plant
Loan Principal				
Internal Return on plant	(75,400)	(44,100)	(81,100)	
<b>Cash Surplus/(Deficit)</b>	<b>10,458,600</b>	<b>12,620,000</b>	<b>14,144,700</b>	



## LABOUR ON-COSTS

	Budget 2021	Anticipated Actual 2021	Budget 2022
<b>Labour On-Costs</b>			
Annual Leave & Public Holidays	796,200	866,200	863,700
Personal Leave (sick, compassionate, carers)	150,000	186,100	163,100
Long Service Leave Payments	105,200	159,600	96,900
Contribution to Superannuation	790,600	766,400	878,900
Workers Compensation Insurance	155,800	133,100	157,600
Payroll Tax	368,700	362,500	402,100
<b>Total Labour On-Costs</b>	<b>2,366,500</b>	<b>2,473,900</b>	<b>2,562,300</b>
	%	%	%
<b>Council Labour On-Cost Calculation</b>			
<u>(Labour On-Costs)</u>	<u>2,366,500</u>	<u>2,473,900</u>	<u>2,562,300</u>
(Direct Labour Costs)	5,530,300	5,633,900	5,949,200
<b>Labour On-Cost Percentage</b>	42.79%	43.91%	43.07%
<b>Total Costs of Employment (Operating &amp; Capital)</b>	<b>7,896,800</b>	<b>8,107,800</b>	<b>8,511,500</b>
2022 indirect labour on-costs will be applied at the rate of:			43.00%
2021 anticipated indirect labour on-costs applied at the rate of:			43.90%



## MANAGEMENT & INDIRECT OVERHEADS

	Budget 2021	Anticipated Actual 2021	Budget 2022
<b>Expenditure</b>			
Employee Costs (salaries, allowances & on-costs including Council contributions to L.S.L. provision & superannuation, conferences, seminars and workers compensation insurance)	1,062,200	1,005,700	1,173,800
Council Plant	39,800	36,600	34,200
Materials & Contractors	277,800	224,700	426,100
Training (excluding salaries & wages)	37,000	13,400	35,000
Depreciation	65,000	67,700	67,500
<b>Net Expenditure (allocated to operating &amp; capital projects)</b>	<b>\$ 1,481,800</b>	<b>\$ 1,348,100</b>	<b>\$ 1,736,600</b>

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

**Works Department**

**Infrastructure Services**

**Development & Regulatory Services**

12.35%	13.50%	8.77%
4.80%	6.70%	8.77%
9.30%	7.40%	12.50%

## **CORPORATE SERVICES 2**

Reference No. 127/2021

### **2021-22 ANNUAL REVIEW OF FEES & CHARGES**

**AUTHOR:** Justin Marshall  
Team Leader Finance

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#### **1) Recommendation**

***It is recommended that Council adopt the proposed fees and charges for the 2021-22 financial year as follows:***



## MEANDER VALLEY COUNCIL

### Fees & Charges: 2021-22

#### **FEEES AND CHARGES REVISION JULY 2021**

<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
<b>Planning/Development Permit Fees</b>			
Planning Review – Residential Development	\$60.00	\$80.00	Increase to reflect level of work required
Developments less than \$5,000 (Permitted Status)	\$160.00	\$165.00	Increase in line with CCI
Visitor Accommodation (Permitted under PD6)	N/A	\$250.00	New fee. Set by State Government
House and/or Residential Outbuilding (Discretionary Application including Advertising Fee)	\$670.00	\$710.00	Increase in line with CCI and increase to Advertising fee
House and/or Outbuilding (Permitted Status)	\$300.00	\$310.00	Increase in line with CCI
Discretionary Development (including Advertising Fee)	0.30% of development cost. Minimum charge \$670.00. Maximum charge \$15,000.00. Plus advertising fee at cost for level 2 activities.	0.30% of development cost. Minimum charge \$710.00. Maximum charge \$15,450.00. Plus advertising fee at cost for level 2 activities.	Increase in line with CCI and increase to Advertising fee
Development (Permitted Status)	0.30% of development cost. Minimum charge \$300.00. Maximum charge \$15,000.00.	0.30% of development cost. Minimum charge \$310.00. Maximum charge \$15,450.00.	Increase in line with CCI
Re-advertising Fee - amended plan prior to determination (at applicants request)	\$150.00	\$250.00	Increase in line with surrounding Councils
Retrospective Planning Application	Double Planning/Development Fee	Double Planning/Development Fee	No change
<b>Subdivision Applications</b>			
Application for Subdivision (Discretionary Application including Advertising Fee)	\$670.00 + \$80.00 per lot	\$710.00 + \$83.00 per lot	Increase in line with CCI and increase to Advertising fee



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
Application for Subdivision (Permitted Status)	N/A	\$310.00	New fee. Tas Planning Scheme has a permitted path for subdivision
Application for sealing of Final Plan of Subdivision	\$310.00	\$320.00	Increase in line with CCI
Application to amend sealed plan	\$310.00	\$320.00	Increase in line with CCI
Application for modification, or release of Adhesion Order	\$310.00	\$320.00	Increase in line with CCI
Stratum Subdivision: Application for sealing of final plan	\$410.00	\$425.00	Increase in line with CCI
<b>Other</b>			
Application for amendment to Permitted planning permit	\$160.00	\$165.00	Increase in line with CCI
Application for amendment to Discretionary planning permit	\$310.00	\$320.00	Increase in line with CCI
Part 5 Agreements – Processing & Sealing	\$260.00	\$270.00	Increase in line with CCI
Copy of Planning scheme Ordinance (available free from website)	\$80.00	\$100.00	Increase due to size increase of Tas Planning Scheme
Copy of Planning Scheme Maps (Large Scale)	\$2.00 per Map	\$2.00 per Map	No change
Determining extension of time requests	\$100.00	\$150.00	Gradual increase in line with surrounding Councils
<b>Amendments to Planning Scheme</b>			
Application for rezoning, map and text amendments	0.30% of development value where providing for a specific development. Minimum charge \$950.00. Maximum charge \$15,000.00. Plus advertising fees at cost. Plus Tasmanian Planning Commission fee.	0.30% of development value where providing for a specific development. Minimum charge \$960.00. Maximum charge \$15,150.00. Plus advertising fees at cost. Plus Tasmanian Planning Commission fee.	Increase in line with CCI
Combined amendment and development permit	0.30% of development value. Minimum charge \$950.00. Maximum charge \$15,000.00. Plus advertising fees at cost. Plus Tasmanian Planning Commission fee.	0.30% of development value. Minimum charge \$960.00. Maximum charge \$15,150.00. Plus advertising fees at cost. Plus Tasmanian Planning Commission fee.	Increase in line with CCI



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
<b>Engineering (Subdivisions)</b>			
Plan checking and final inspections for privately supervised works (only applies to works that have been certified by a qualified engineer approved by Director Infrastructure)	1.5% of value of public works Minimum fee \$434.00*	1.5% of value of public works Minimum fee \$448.00*	Increase in line with CCI
Inspection of failed works	\$135.00* per hour of contracted inspections or re-inspections of works that failed a previous inspection.	\$140.00* per hour of contracted inspections or re-inspections of works that failed a previous inspection.	Increase in line with CCI
<i>N.B. Public works are defined as any works that council is obliged to maintain for the community and include roads, footpaths, drainage (both underground and surface), landscaping, parks and public buildings.</i>			
<b>Tip Fees</b>			
Excludes vehicles transporting controlled wastes.			
<b>General Waste to Landfill</b>			
Bags up to 60 litres (each)	\$1.00*	\$1.00*	No change
240 litre bins (each)	\$3.00*	\$3.00*	No change
Car / Wagon	\$9.50*	\$10.00*	Increase in line with CCI
Ute (up to 1.5 cubic metres)	\$17.00*	\$18.00*	Increase in line with CCI
Trailer - single or dual axle (up to 1.5 cubic metres)	\$17.00*	\$18.00*	Increase in line with CCI
Other vehicles (over 1.5 and less than 5.0 cubic metres)	\$11.00* per cubic metre	\$12.00* per cubic metre	Increase in line with CCI
Vehicles over 5.0 cubic metres	Disposal subject to Council approval	Disposal subject to Council approval	No change
<b>Green Waste, Unsorted Recyclables &amp; Salvageable Timber</b>			
Excludes contaminated green waste and scrap timber, stumps & logs greater than 150mm diameter.			
Bags up to 60 litres (each)	\$0.50*	\$0.50*	No change
240 litre bins (each)	\$1.50*	\$1.50*	No change
Car / Wagon	\$4.75*	\$5.00*	Increase in line with CCI



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
Ute (up to 1.5 cubic metres)	\$8.50*	\$9.00*	Increase in line with CCI
Trailer - single or dual axle (up to 1.5 cubic metres)	\$8.50*	\$9.00*	Increase in line with CCI
Other vehicles (over 1.5 and less than 5.0 cubic metres)	\$5.50* per cubic metre	\$6.00* per cubic metre	Increase in line with CCI
Vehicles over 5.0 cubic metres	Disposal subject to Council approval	Disposal subject to Council approval	No change
<b>Other Items</b>			
Car Tyres & Light Truck Tyres (each)	\$13.00*	\$13.50*	Increase in line with CCI
Truck Tyres (each)	\$40.00*	\$41.00*	Increase in line with CCI
Motor Vehicle Bodies (each)	\$20.00*	\$21.00*	Increase in line with CCI
Mattresses (each)	\$6.00*	\$10.00*	Increase in line with surrounding Councils
Refrigerators and Freezers (each)	\$6.00*	\$6.50*	Increase in line with CCI
Waste oil 20 litre containers (each)	\$1.00*	\$1.00*	No change
<b>Recyclable Materials - Free of Charge</b>			
Separated and sorted recyclables	Free of charge	Free of charge	No change
Drum Muster (must be triple washed)	Free of charge	Free of charge	No change
Clean fill (<150mm rocks, no contamination or concrete)	Free of charge	Free of charge	No change
Light scrap steel and non-ferrous metal	Free of charge	Free of charge	No change
e-waste – televisions, computers, screens & keyboards	Free of charge	Free of charge	No change
Batteries	Free of charge	Free of charge	No change
Polystyrene	Free of charge	Free of charge	No change
Motor oil & cooking oils	Free of charge	Free of charge	No change
Fluorescent tubes and light bulbs	Free of charge	Free of charge	No change
Items suitable for tip shop	Free of charge	Free of charge	No change





<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
<b>Cemetery Fees</b>			
<b>Lawn Cemeteries</b>			
<b>Public Graves</b>			
Single depth burial	\$650.00*	\$720.00*	Gradual increase in line with surrounding Councils
Double depth burial	\$650.00*	\$720.00*	Gradual increase in line with surrounding Councils
<b>Reservation of Land</b>			
Reserve land 2.5m x 1.25m	\$550.00*	\$600.00*	Gradual increase in line with surrounding Councils
Single depth burial in reservation	\$150.00*	\$200.00*	Gradual increase in line with surrounding Councils
Double depth burial in reservation	\$150.00*	\$200.00*	Gradual increase in line with surrounding Councils
Second interment in double depth grave	\$150.00*	\$200.00*	Gradual increase in line with surrounding Councils
<b>General Cemeteries – Deloraine, Mole Creek and Bracknell</b>			
<b>Public Graves (Mole Creek and Bracknell Cemeteries only)</b>			
Single depth burial	\$525.00*	\$720.00*	Consistent with Lawn Cemeteries
Double depth burial	\$525.00*	\$720.00*	Consistent with Lawn Cemeteries
<b>Reservation of Land (Mole Creek and Bracknell Cemeteries only)</b>			
Reserve land 2.5m x 1.25m	\$425.00*	\$600.00*	Consistent with Lawn Cemeteries
Single depth burial in reservation	\$150.00*	\$200.00*	Consistent with Lawn Cemeteries
Double depth burial in reservation	\$150.00*	\$200.00*	Consistent with Lawn Cemeteries
Second interment in double depth grave	\$150.00*	\$200.00*	Consistent with Lawn Cemeteries



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
<b>Wall of Memory – Deloraine, Mole Creek &amp; Bracknell</b>			
Reservation of niche	\$250.00*	\$300.00*	Increase in line with surrounding Councils
Interment of ashes in niche	\$400.00*	\$450.00*	Increase in line with surrounding Councils
Interment in reserved niche	\$150.00*	\$230.00*	Increase in line with surrounding Councils
Supply and install Bronze vase	N/A	\$110.00*	New fee
<b>Miscellaneous</b>			
Applications for graves made outside normal Council office hours – additional fee	\$200.00*	\$200.00*	No change
Graves for children under 12 years of age	Nil	Nil	Change from 18 years to 12 years in line with surrounding Councils
Interment of ashes in existing grave (includes placement of plaque)	\$300.00*	\$300.00*	No change
Placement of additional or replacement plaques	N/A	\$100.00*	New fee
Exhumation	\$800.00*	\$1,000.00*	In line with surrounding Councils
<b>Deloraine Swimming Pool Fees</b>			
Child	\$2.00*	\$2.00*	No change
Adult	\$3.00*	\$3.00*	No change
Spectator	\$1.00*	\$1.00*	No change
Season Child	\$52.00*	\$53.00*	Increase in line with CCI
Season Adult	\$62.00*	\$64.00*	Increase in line with CCI
Season Family	\$168.00*	\$170.00*	Increase in line with CCI
<b>Hall Rentals</b>			
<b>Westbury Town Hall and Supper Room</b>			
Full facility (per hour or part thereof up to \$150)	\$30.00*	\$31.00*	Increase in line with CCI
Main hall only (per hour or part thereof up to \$150)	\$16.50*	\$17.00*	Increase in line with CCI
Supper room only (per hour or part thereof up to \$150)	\$25.00*	\$26.00*	Increase in line with CCI
Preparation for any function on night preceding	\$20.00*	\$21.00*	Increase in line with CCI



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
<b>Regular Users (Supper Room only)</b>			
Dinner/luncheon meetings, group meetings (per hour or part thereof)	\$16.50* per hour	\$17.00* per hour	Increase in line with CCI
<b>Bond (refundable)</b>			
Key Bond	\$50.00	\$50.00	No change
If liquor provided at function	\$375.00	\$375.00	No change
If liquor not provided at function	\$125.00	\$125.00	No change
<b>Rates Search</b>			
Includes providing replacement copies of rates notices – Per hour (or part thereof) for the time taken	\$50.00*	\$52.00*	Increase in line with CCI
<b>Clearing of Fire Hazards</b>			
Arranging clearing of fire hazard at the request of a landowner or occupier – in addition to contractor's costs	\$88.00*	\$90.00*	Increase in line with CCI
<b>Recreation Facilities &amp; Reserves</b>			
Recommended fees for the Deloraine Community Complex, Meander Valley Performing Arts Centre, Westbury Sports and Function Centres and Hadspen Rec Ground Memorial Centre are provided in Attachment 1. Recommended fees for regular and casual users of outdoor facilities are provided in Attachments 2 and 3.			
<b>Parks &amp; Reserves</b>			
Administration fee to facilitate reserve hire agreement of Council land for social gatherings of 50 or more people upon request (e.g. weddings & birthdays)	\$25.00*	\$26.00*	Increase in line with CCI



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
<b>Permit Authority (PA)</b>			
<b>Notifiable Works – Building</b>			
Notification lodgement from Building Surveyor	\$260.00	\$270.00	Increase in line with CCI
Demolition Only or Underpinning Only	\$130.00	\$135.00	Increase in line with CCI
<b>Building Permit</b>			
Class 1 Residential New/Alterations/Additions	\$330.00	\$340.00	Increase in line with CCI
Multi-Unit Class 1	\$330.00	\$340.00	Increase in line with CCI
Class 10 Outbuilding	\$220.00	\$230.00	Increase in line with CCI
Class 2 – 9 Commercial < \$200,000	\$325.00	\$335.00	Increase in line with CCI
Class 2 – 9 Commercial \$200,00 to \$500,000	\$655.00	\$670.00	Increase in line with CCI
Class 2 – 9 Commercial \$500,001 to \$1,000,000	\$980.00	\$1,000.00	Increase in line with CCI
Class 2 – 9 Commercial > \$1,000,000	\$1,650.00	\$1,700.00	Increase in line with CCI
Demolition Only	\$130.00	\$135.00	Increase in line with CCI
Permit of Substantial Compliance	Double Permit Authority Fees	Double Permit Authority Fees	No change
Staged Building Permit	Building Permit Fee + \$170.00 per stage	Building Permit Fee + \$175.00 per stage	Increase in line with CCI
Amended Permit Class 1 Residential	\$165.00	\$170.00	Increase in line with CCI
Amended Permit Class 10 Outbuilding	\$130.00	\$135.00	Increase in line with CCI
Amended Permit Class 2 – 9 Commercial	\$230.00	\$235.00	Increase in line with CCI
<b>Plumbing Permit</b>			
<b>Notifiable Works – Plumbing</b>			
Class 1 Residential no fixtures	\$190.00	\$195.00	Increase in line with CCI
Class 1 Residential up to 3 fixtures New/Alterations/Additions	\$425.00	\$435.00	Increase in line with CCI
Class 1 Residential up to 6 fixtures New/Alterations/Additions	\$555.00	\$570.00	Increase in line with CCI



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
Class 1 Residential 7 fixtures or more New/Alterations/Additions	\$660.00	\$680.00	Increase in line with CCI
Class 1 Residential – Multiple Units	\$550.00 + \$360.00 for each additional unit	\$560.00 + \$370.00 for each additional unit	Increase in line with CCI
Class 10 Outbuilding no fixtures	\$190.00	\$195.00	Increase in line with CCI
Class 10 Outbuilding with fixtures	\$425.00	\$435.00	Increase in line with CCI
Class 2-9 Commercial < \$200,000	\$555.00	\$570.00	Increase in line with CCI
Class 2-9 Commercial \$200,000 to \$500,000	\$1,095.00	\$1,125.00	Increase in line with CCI
Class 2-9 Commercial \$500,001 to \$1,000,000	\$1,320.00	\$1,360.00	Increase in line with CCI
Class 2-9 Commercial > \$1,000,000	Price on Application	Price on Application	No change
Amended Certificate of Likely Compliance	\$210.00	\$215.00	Increase in line with CCI
Demolition Only	\$165.00	\$170.00	Increase in line with CCI
Additional Inspections	\$110.00	\$115.00	Increase in line with CCI
<b>Plumbing Permit</b>			
Category 4	\$280.00	\$290.00	Increase in line with CCI
Category 4 - Including On-site Wastewater Assessment	\$485.00	\$500.00	Increase in line with CCI
Category 4 - Retrospective Approval	Double Plumbing Permit Fees	Double Plumbing Permit Fees	No change
Staged Plumbing Permit	Plumbing Permit Fees + \$170.00 per stage	Plumbing Permit Fees + \$175.00 per stage	Increase in line with CCI
Demolition Only	\$165.00	\$170.00	Increase in line with CCI
Amended Permit	\$165.00	\$170.00	Increase in line with CCI
Additional Inspections	\$110.00	\$115.00	Increase in line with CCI



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
<b>Building Surveying</b>			
<b>Building Work Category</b>			
Amendment to Certificate of Likely Compliance Class 1 Residential New/Alterations/Additions	\$330.00*	\$340.00*	Increase in line with CCI
Amendment to Certificate of Likely Compliance Class 10 Outbuilding	\$330.00*	\$340.00*	Increase in line with CCI
Amendment to Certificate of Likely Compliance Class 2-9 Commercial	\$330.00*	\$340.00*	Increase in line with CCI
Additional Inspections	\$190.00*	\$195.00*	Increase in line with CCI
<b>State Government Levies</b>			
<b>Construction Industry Training Fund Levy</b> (Applies to All work over the value of \$20,000)	0.2% of the total estimated cost of construction		
<b>Building Levy</b> (Applies to All work over the value of \$20,000)	0.1% of the total estimated cost of construction		
<b>Other Fees and Charges</b>			
Administration Services – Withdrawn Applications	\$100.00*	\$103.00*	Increase in line with CCI
Permit Extension – Current Permit	\$100.00	\$110.00	Increase in line with CCI
Permit Extension – Expired Permit	\$310.00	\$320.00	Increase in line with CCI
Notifiable Work Extension	\$100.00	\$105.00	Increase in line with CCI
Plumbing Permit Extension	\$100.00	\$110.00	Increase in line with CCI
Re-Open Closed File	\$190.00	\$195.00	Increase in line with CCI
Review Plans to Determine Category of Building Work	\$60.00	\$60.00	No change
Review Plans to Determine Category of Plumbing Work	\$60.00	\$60.00	No change
Review Plans to Determine Planning Requirement	\$60.00	\$60.00	No change
Records Search Fee (Copy of Plans)	\$80.00	\$80.00	No change



<b>FACILITY/SERVICE</b>	<b>CURRENT FEES/CHARGES (* GST inclusive)</b>	<b>PROPOSED FEES/CHARGES (* GST inclusive)</b>	<b>COMMENTS</b>
Paper Copy of Certified Documents	\$30.00*	\$30.00*	No change
Receipt of Form 80 - Notice of Low Risk Plumbing Work	\$55.00	\$55.00	No change
Receipt of Form 80 - Notice of Low Risk Building Work	\$55.00	\$55.00	No change
Building Certificate	\$250.00	\$260.00	Increase in line with CCI
Form 49 – EHO Report	\$215.00	\$220.00	Increase in line with CCI
Form 50 – EHO Occupancy Report	\$160.00	\$165.00	Increase in line with CCI
Technical Review	\$100.00* per hour	\$100.00* per hour	No change
Processing Enforcement Notices & Orders	\$100.00* per hour	\$100.00* per hour	No change

ATTACHMENT 1

RECOMMENDED HIRE RATES - FROM 1 JULY 2021

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

	CURRENT 2020-21 FEES/CHARGES GST Inclusive		PROPOSED 2021-22 FEES/CHARGES GST Inclusive		
<b>DELORAINIE COMMUNITY COMPLEX AND MEANDER VALLEY PERFORMING ARTS CENTRE</b>					
<b>Stadiums (per basketball court)</b>					
Seniors	: Roster	\$32.00	Per Hour	\$26.00	Per Hour
	: Training	\$22.00	Per Hour	\$26.00	Per Hour
	: Non-regular users	\$30.00	Per Hour	\$26.00	Per Hour
	: Outdoor	\$15.00	Per Hour	\$15.00	Per Hour
Juniors/Concession	: Roster	\$16.00	Per Hour	\$13.00	Per Hour
	: Training	\$11.00	Per Hour	\$13.00	Per Hour
	: Non-regular users	\$15.00	Per Hour	\$13.00	Per Hour
	: Outdoor	\$7.50	Per Hour	\$7.50	Per Hour
Schools		\$11.00	Per Hour	\$12.50	Per Hour
<b>DCC Meeting Room or Mezzanine space</b>		\$14.00	Per Hour	\$15.00	Per Hour
<b>DCC Auditorium</b>					
All uses (morning, afternoon, evening)		\$195.00	Per Use	\$200.00	Per Use
All uses (hourly rate)		\$55.00	Per Hour	\$50.00	Per Hour
Cabarets, weddings, dinners		\$270.00	Per Use	N/A	
Funeral Services		\$135.00	Per Use	N/A	Per Use
Shows, films	: Amateur	\$180.00	Per Use	N/A	Per Use
	: Professional	\$350.00	Per Use	N/A	Per Use
<b>Kitchens</b>					
Main kitchen DCC		\$93.00	Per Use	\$96.00	Per Use
MV Performing Arts Centre		\$41.50	Per Use	\$43.00	Per Use
<b>Squash Courts</b>		\$11.50	Per Hour	\$12.00	Per Hour
<b>MVPAC Theatre</b>	Practice/Rehearsal	\$31.00	Per Use	\$32.00	Per Use
	Local	\$91.00	Per Use	\$94.00	Per Use
	Travelling	\$140.00	Per Use	\$145.00	Per Use
<b>Venue Day Rates (all facilities, 24 hours)</b>					
Deloraine Community Complex		\$590.00	Per Day	\$610.00	Per Day
MV Performing Arts Centre		\$350.00	Per Day	\$360.00	Per Day
Westbury Sports Centre		\$240.00	Per Day	\$248.00	Per Day
<b>WESTBURY FUNCTION CENTRE</b>					
Meetings		\$25.00	Per Hour	\$26.00	Per Hour
Functions (including kitchen)		\$200.00	Per Use	\$205.00	Per Use
Kitchen		\$100.00	Per Use	\$105.00	Per Use
Change Rooms (per change room, use of 2 hours)		\$15.00	Per Use	\$16.00	Per Use



ATTACHMENT 1

RECOMMENDED HIRE RATES - FROM 1 JULY 2021

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

	CURRENT 2020-21 FEES/CHARGES GST Inclusive		PROPOSED 2021-22 FEES/CHARGES GST Inclusive	
<b>WESTBURY SPORTS CENTRE</b>				
Meeting Room	\$9.00	Per Hour	\$12.00	Per Hour
Seniors : Roster	\$32.00	Per Hour	\$22.00	Per Hour
: Training	\$22.00	Per Hour	\$22.00	Per Hour
: Non-regular users	\$30.00	Per Hour	\$22.00	Per Hour
Juniors/ <i>Concession</i> : Roster	\$16.00	Per Hour	\$11.00	Per Hour
: Training	\$11.00	Per Hour	\$11.00	Per Hour
: Non-regular users	\$15.00	Per Hour	\$11.00	Per Hour
<b>HADSPEN RECREATION GROUND MEMORIAL CENTRE</b>				
Non-regular users	\$14.00	Per Hour	\$15.00	Per Hour
Evening functions (from 6pm)	\$88.00	Per Use	\$90.00	Per Use
<b>ALL VENUES</b>				
Key Bond (refundable)	\$50.00	Per Use	\$50.00	Per Use
Property Bond (refundable):				
If liquor provided at function	\$375.00	Per Event	\$375.00	Per Event
If liquor not provided at function	\$125.00	Per Event	\$125.00	Per Event
Additional cleaning fee for events with 100 or more attendees:				
Seniors event	\$120.00	Per Event	\$120.00	Per Event
Juniors/ <i>Concession</i> event	\$60.00	Per Event	\$60.00	Per Event
Additional cleaning fee for Casual Users for events with more than 10 attendees:				
Private event      Weekday	N/A		\$40.00	Per Event
Weekend	N/A		\$60.00	Per Event
Public event with more than 50 attendees	N/A		\$120.00	Per Event

**ATTACHMENT 2**

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

<b>SPORT</b>	<b>PLAYER NUMBERS PER TEAM</b>	<b>SENIOR / JUNIOR</b>	<b>CURRENT 2020-21 RATE PER TEAM PER SEASON (inc GST)</b>	<b>PROPOSED 2021-22 RATE PER TEAM PER SEASON (inc GST)</b>
<b>Football (AFL)</b>	25	Senior Men	\$1,056.00	\$1,088.00
	20	Senior Women	\$528.00	\$544.00
	20	Junior	\$264.00	\$272.00
<b>Soccer</b>	12	Senior Men	\$528.00	\$544.00
	12	Senior Women	\$264.00	\$272.00
	10	Junior	\$132.00	\$136.00
<b>Cricket</b>	12	Senior Men	\$528.00	\$544.00
	12	Senior Women	\$264.00	\$272.00
	12	Junior	\$132.00	\$136.00
<b>Touch Football</b>	8	Senior Men	\$264.00	\$272.00
	8	Senior Women	\$132.00	\$136.00
	8	Junior	\$66.00	\$68.00

**ATTACHMENT 3**

**RECOMMENDED CASUAL USER GROUND HIRE RATES - FROM 1 JULY 2021  
ALL VENUES - ALL CASUAL USERS**

<b>SPORTS GROUNDS / FACILITIES FOR CASUAL USERS</b>				
<b>FEES/CHARGES GST Inclusive</b>				
<b>SPORTS GROUNDS / FACILITIES</b>	<b>CURRENT 2020-21 RATE PER HOUR</b>	<b>PROPOSED 2021-22 RATE PER HOUR</b>	<b>CURRENT 2020-21 RATE PER DAY</b>	<b>PROPOSED 2021-22 RATE PER DAY</b>
Bracknell rec ground / change rooms	\$21.50	\$22.00	\$128.50	\$132.00
Bracknell rec ground only	\$16.50	\$17.00	\$98.00	\$101.00
Bracknell clubrooms		Fee determined by leaseholder		
Carrick recreation ground	\$11.50	\$12.00	\$67.00	\$69.00
Deloraine rec ground / change rooms	\$21.50	\$22.00	\$128.50	\$132.00
Deloraine rec ground only	\$16.50	\$17.00	\$98.00	\$101.00
Deloraine clubrooms		Fee determined by leaseholder		
Hadspen rec ground / centre	\$32.00	\$33.00	\$190.50	\$196.00
Hadspen rec ground only	\$21.50	\$22.00	\$128.50	\$132.00
Hagley rec ground / change rooms	\$16.50	\$17.00	\$98.00	\$101.00
Hagley rec ground only	\$11.50	\$12.00	\$67.00	\$69.00
Hagley clubrooms		Fee determined by leaseholder		
Meander recreation ground	\$11.50	\$12.00	\$67.00	\$69.00
Prospect Vale Park - per touch field	\$13.50	\$14.00	\$82.00	\$84.00
Prospect Vale Park - per soccer field	\$21.50	\$22.00	\$128.50	\$132.00
Prospect Vale Park - per football field	\$27.00	\$28.00	\$160.00	\$165.00
Prospect Vale Park - clubrooms		Fee determined by leaseholder		
Prospect Vale Park - per change room		Fee determined by leaseholder		
Westbury function centre / change rooms		Refer to Attachment 1		
Westbury rec ground only	\$16.50	\$17.00	\$98.00	\$101.00
Whitemore rec ground only	\$11.50	\$12.00	\$67.00	\$69.00
Whitemore clubrooms		Fee determined by leaseholder		
Sports Ground Lighting	\$15.50	\$16.00	N/A	N/A
Key Bond (refundable) - Per Use	\$50.00	\$50.00	N/A	N/A
Property Bond (refundable) - Per Event:				
If liquor provided at function	\$375.00	\$375.00	N/A	N/A
If liquor not provided at function	\$125.00	\$125.00	N/A	N/A
<b>Discounts – Ground Only</b>				
Junior Discount (under 18 years)	50%	50%	N/A	N/A
Female & Inclusion Discount	50%	50%	N/A	N/A
Off-peak Use (between 9am and 3pm)	25%	25%	N/A	N/A

## 2) Officer's Report

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

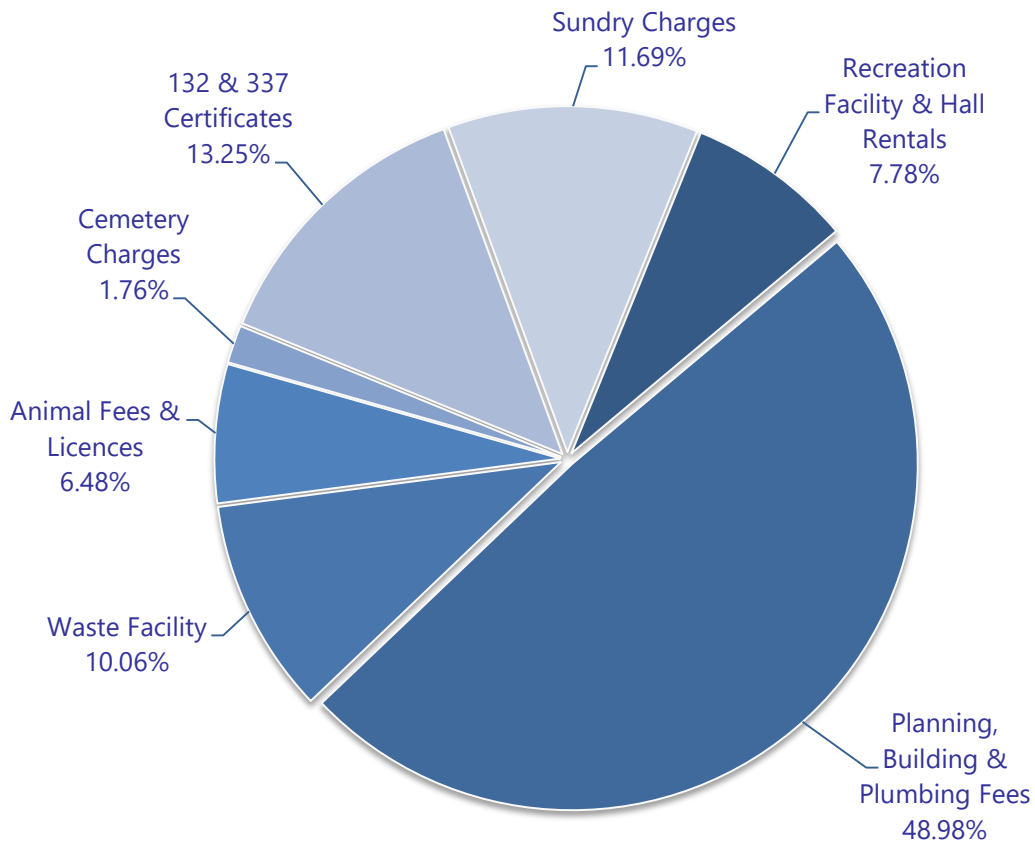
At the Special Meeting of Council on 7 April 2020 Council approved the delivery of the 'Community Care and Recovery Package' (Recovery Package). The aim of the Recovery Package was to assist the Meander Valley community to both manage and recover from the impacts of the COVID-19 Pandemic. The package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

In order for Council to continue to provide the same level of service to our community, it is recommended that the 2021-22 fees and charges are increased, and that the fee increase reflects the Council Cost Index (CCI) for 2020 and 2021. The CCI is prepared by LGAT and captures the cost increases associated with the delivery of local government services recognising that the Consumer Price Index alone does not reflect cost increases across the range of council services.

The CCI for 2020 was 2.18% and for 2021 was 0.95%. It is recommended that the majority of fees and charges are increased by CCI and rounded to the nearest dollar. The cumulative effect of this is 3.13%.

The recommendation provides for the majority of the fees and charges revenue, there are however some categories that are set independently. Fees for producing rates 132 and property 337 certificates (\$179,600 anticipated actual in 2021) are set in legislation by the State Government. The annual heavy vehicle licence fees distribution from the State Government (\$50,900 anticipated actual in 2021) is also included in the fees and charges budget revenue.

The actual fees and charges revenue for the 2020-21 year are identified in the following areas:



### **Development & Regulatory Services Department**

The Development & Regulatory Services fees and charges have been generally reviewed in line with the CCI value for the previous two years and with consideration of affordability.

The majority of Planning/Development, Permit Authority and Plumbing fees have remained stable, or had an increase in line with CCI. Where the fees have increased in excess of CCI this is based on benchmarking with neighbouring West Tamar, Launceston and Northern Midlands Councils.

This year it is recommended to implement a new fee for visitor accommodation due to the introduction of Planning Directive No. 6. This fee amount is set by the State Government at \$250.00.

Also included is a fee for permitted subdivision. With the Tasmanian Planning Scheme now being in effect for Meander Valley there is now a permitted pathway for a subdivision which wasn't available under the interim scheme.

It is also recommended to implement a fee for staged plumbing permits. There currently is a fee for a staged development which has been changed to staged building permit for clarity. This new fee is the same amount but provides better clarity for users that it is for a staged plumbing permit.

### **Infrastructure Services Department**

Engineering fees for checking plans and inspecting works are calculated as a percentage of the value of total public work. The percentage of the fee is unchanged; however the minimum fee has been increased in line with CCI.

Tip fees have been reviewed based on neighbouring Councils and recommended to either increase marginally in line with CCI, rounded to the nearest dollar, or remain unchanged.

The Deloraine swimming pool fees were reviewed in consultation with the 2020-21 season provider, with increases recommended to the season fees in line with CCI. The fees are considered appropriate with reference to other facilities the provider manages.

Hire rates for Sport & Recreation facilities are generally proposed to increase in line with CCI. Fees for Basketball Courts at the Deloraine Community Complex (DCC) are proposed to be the same regardless of whether competition or training usage, based on feedback from users. The range of fees available to be charged for use of the DCC Auditorium, most of which are very rarely charged, is proposed to be reduced to a single fee, regardless of use.

New cleaning fees are proposed for casual users of all venues for events with more than ten attendees. The intention of these fees is to recoup some of the additional cleaning costs being incurred as a result of the COVID-19 pandemic.

### **Corporate Services Department**

Cemetery Fees for the Deloraine, Mole Creek and Bracknell cemeteries have been reviewed and compared with cemetery fees at some adjoining northern councils. Council will continue to outsource grave digging arrangements with this service charged by an external provider on top of the Council fees. For the purposes of a cost comparison, an estimated cost of \$600 for single depth and \$700 for double depth graves is allowed for as this is included in some other Councils' fees.

It is noted that, on average, Council's cemetery fees and charges are less than those charged by adjoining councils, for example the proposed fee for a lawn cemetery single depth burial is \$650 compared to the average fee charged by four adjoining councils of approximately \$1,000. The proposed fees look to gradually increase Council's cemetery fees over a period of three years to be in line with neighbouring Councils. Also, fees for General Cemeteries have been increased to be consistent with Lawn Cemetery fees. This was phased over two years, commencing in 2019 (noting 0% increase on all Council fees and charges in 2020).

The Westbury Town Hall and Supper Room charges are recommended to increase minimally, in line with CCI. The usage has not changed for a number of years, and there continues to be only two regular users.

The draft Fees & Charges for 2021-22 were discussed at the Council Workshop on 22 June 2021.

### **3) Council Strategy and Policy**

The Annual Plan requires that the budget, fees and charges are presented to the Council workshop by 30 June 2021.

### **4) Legislation**

Fees and charges are set in accordance with Sections 73, 205 and 206 of the *Local Government Act 1993*.

### **5) Risk Management**

Not applicable

### **6) Government and Agency Consultation**

Not applicable

### **7) Community Consultation**

Not applicable

### **8) Financial Consideration**

The annual review of fees and charges is aimed at ensuring Council's income from fees and charges keeps pace with cost increases and maintains the relative

percentage of total income from fees and charges from one year to the next. Where appropriate the fees and charges are reflective of the cost to provide the service.

The budget report highlights a similar level of fees and charges for 2021-22 with the budget being 5.92% of revenue (adjusted for subdivision works taken over and capital grants). The fees and charges percentage has been consistent around 6% of adjusted revenue. The fees and charges percentage of adjusted budgeted revenue for the previous five years are as follows:

	<b>2021-22</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>
<b>% of Adj. Revenue</b>	5.92%	5.91%	6.18%	6.18%	5.76%
<b>Fees &amp; Charges</b>	\$1,282,300	\$1,150,100	\$1,255,000	\$1,228,300	\$1,126,500
<b>Adj. Revenue</b>	\$21,676,900	\$19,473,400	\$20,298,400	\$19,864,900	\$19,549,400

### **Alternative Recommendations**

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

## **9) Voting Requirements**

Simple majority

## **DECISION:**



## **CORPORATE SERVICES 3**

Reference No. 128/2021

### **COUNCIL AUDIT PANEL: RECEIPT OF MEETING MINUTES, 2020-21 ANNUAL REPORT AND 2021-22 WORK PLAN**

**AUTHOR:** Jonathan Harmey  
Director Corporate Services

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#### **1) Recommendation**

***It is recommended that Council:***

- 1. Receive the minutes of the Audit Panel meeting held on 22 June 2021;***
- 2. Receive the Audit Panel annual report for 2020-21; and***
- 3. Approve the Audit Panel annual work plan for 2021-22.***

#### **2) Officer's Report**

The purpose of this report is for Council to receive the minutes of the Council Audit Panel meeting held on 22 June 2021, including the annual report for 2020-21 and to approve the annual work plan for 2021-22. Copies of the minutes, report and work plan are attached for Council's information.

The minutes of the meeting held on 22 June 2021 have been reviewed and endorsed by the Council Audit Panel Chairperson and are provided for Council's information as required under its Audit Panel Charter. The annual report was received from the Audit Panel chairman which identifies how the Audit Panel discharged its responsibilities during 2020-21. The annual work plan outlines the focus of the Audit Panel for 2021-22.

Following the resignation of Councillor Susie Bower, a review of the Audit Panel membership will be required at the July Council Workshop as Council's Audit Panel Charter provides for a minimum composition of three members.

### **3) Council Strategy and Policy**

The recommendation fulfils the requirements outlined in Council's Audit Panel Charter confirmed at the October 2018 Council Meeting.

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

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

### **4) Legislation**

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

### **5) Risk Management**

Not applicable

### **6) Government and Agency Consultation**

Not applicable

### **7) Community Consultation**

Not applicable

### **8) Financial Consideration**

The cost to undertake actions of the annual work plan for 2021-22 are provided for in the proposed Budget Estimates for 2021-22.

### **9) Alternative Recommendations**

Council can approve the recommendation with amendment.

### **10) Voting Requirements**

Simple Majority

## **DECISION:**

**Meeting Time & Date: 10:00am 22 June 2021**

**Venue: Westbury Council Chambers**

**Present:**

Chairman Andrew Gray

Councillor Frank Nott

**In Attendance:**

John Jordan, General Manager

Justin Marshall, Senior Accountant

Jon Harmey, Director Corporate Services

Jacqui Parker, Governance Coordinator

Krista Palfreyman, Director Development & Regulatory Services

Susan Ellston, Finance Officer

Dino De Paoli, Director Infrastructure Services

**Apologies:**

Matthew Millwood, Director Works

Councillor Susie Bower

**ORDER OF BUSINESS**

**ITEM**

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

Nil.

**2. Adoption of Previous Minutes**

Councillor Nott to read the previous minutes of the meeting held on 21 April 2020 to be received and confirmed next meeting.

**3. Outstanding from previous meeting - Action Sheet**

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

- 3.1. Policy No. 49** – Media Communications – *Further Review required*
- Policy No. 87** – Hadspen Urban Growth Area – *Further Review required*
- Policy No. 76** – Industrial Land Development – *Further Review required*

General Manager advice a total Policy review to be completed to deal with legacy issues. The above policies have been de-prioritised to enable the review of more significant policies.

Councillor Frank Nott is seeking a positive outcome for the next Audit Panel meeting as the policies have been on the Action sheet for the last three meetings.

**4. Review Annual Meeting Schedule and Work Plan**

Refer to items 21 and 22

**Governance and Strategy**

**5. Review of Council Strategic Plan**

No requirement for a Review.

Received and Noted.

**6. Review of Annual Budget and report to Council**

There were preliminary discussion around the Annual Budget with elected members on 8 June and another to be held on 22 June. There are changes to the waste management charges based on a decision by Council in May 2021 and a proposed general rates increase of 3.75%. The intention is to seek adoption by Council on 13 July.

Rates are in line with other Council on the lower end of the market. Waste charges will be on the higher end of the market. Budget process still to be completed and finalised in due course.

Received and Noted.

**7. Review policies and procedures**

- **Policy No. 11** – Public open Space Contribution – Accepted with suggested changes. Approved at the June 2021 Council Meeting
- **Policy No. 23** – Responsibilities of Council Representatives – Further review required.
- **Policy No. 20** – Infrastructure Contributions - Approved at the June 2021 Council Meeting

Received and Noted.

**Financial and Management Reporting**

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

The April 2021 Financial Reports and the May 2021 Capital Works Program update were presented.

Revenue has been positively impacted by an increase in Building & Planning revenues. Tas Water dividend has been received but not previously budgeted.

Received and Noted.

**9. Review any business unit or special financial reports**

None to Report.

**10. Review the impact of changes to Australian Account Standards**

No Material impact from new Accounting Standards.

Received and Noted.

**Internal Audit****11. Consider any available audit reports**

None to Report.

**12. Review management's implementation of audit recommendations**

Refer to item 15.

**13. Review and approve annual internal audit program and alignment with risk register**

An external Work Health and Safety Consultant has been engaged to identify any high risk areas within Council. These areas will be considered for an out-sourced internal audit once identified.

The consultant is also performing an internal audit to identify gaps in requirements in relation to current legislation.

Further considerations to be presented at the next Audit Panel Meeting.

Received and noted.

**External Audit****14. Consider any available audit reports**

Received and noted.

**15. Review management's implementation of audit recommendations**

An email was distributed to all staff covering the recommendations made in the recent financial and purchasing delegations internal audit undertaken by Crowe. There were no concerns identified by staff. There is an outstanding item from the Procurement Audit to be by attended to by the Director of Infrastructure.

Received and noted.

**16. Review and approve external audit plan including meeting with Tas Audit Office representative**

The finalised Audit Strategy document for the year ending 30 June 2021 was presented to the Panel.

Received and noted.

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

The Tas Audit Office is continuing their audit of Tasmanian General Manager's recruitment and performance reviews. Director of Corporate Services provided the Tas Audit Office with Council's current recruitment and selection policy and procedure along with the advice that this applies to recruitment of employees other than the GM.

Received and noted.

**Risk Management and Compliance**

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

Risk and Work Health and safety committee meeting is scheduled for 24 June 2021.

Received and noted.

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

None to Report.

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

Integrity commission training for all employees occurred in June 2021. Councillors' training is scheduled for July 2021.

Received and noted.

**Audit Panel Performance**

**21. Report to Council regarding execution of duties and responsibilities by the Audit Panel**

The Chairman tabled his Annual Report 2020-2021.

The report was accepted and with the Annual Work Plan at item 22 be submitted for the July Council Meeting agenda.

**Other Business**

**22. Audit Panel - Annual Work Plan 2020**

The Annual Work Plan for the Panel for 2021-22 was tabled and adopted to be submitted for the July Council Meeting agenda for Council approval.

Received and noted.

- 24.** General Manager proposed to amend membership of the Audit Panel with an option being to increase to four with an extra external representative OR increase to the max of five with external plus an additional councillor. Both options will be presented at June Council Workshop.

Received and noted.

**Meeting close**

This meeting closed at 11:15 am

**Next Meeting**

The next meeting to be held on Tuesday 21 September 2021 at 10.00am

## Meander Valley Council

### Annual report of the Audit Panel to the Council for 2020-21

This report explains how the Audit Panel discharged their responsibilities during 2020-21. The report also outlines the Panel's plan for 2021-22.

The key purpose of this report is to:

- achieve greater awareness of the purpose, role and objectives of the Audit Panel;
- outline the outcomes achieved by the Panel; and
- provide council with information on the future objectives of the Panel.

### Membership

The Audit Panel currently comprises three members, the independent Chairperson plus two Councillors.

During 2020-21, the independent Chairperson changed from Steven Hernyk (July – November) to Andy Gray (November to June). Mr Hernyk was independent Chairperson since the inception of the Panel and was instrumental in contributing to the establishment of the Panel's operating framework, as well as leading the Panel in a skilled and diligent manner on behalf of Council.

The Councillors during 2020-21 were Clr Susie Bower and Clr Frank Nott.

The audit panel meeting and attendance record was:

Panel Member	Possible	Actual
Steven Hernyk	1	1
Andy Gray	3	3
Susie Bower	3 *	2 *
Frank Nott	4	4

\* Clr Susie Bower had a leave of absence for part of the year.

### Functions of the Audit Panel

The function of the Audit Panel is to review Council's performance across a range of areas. The specifics of this function are sourced from:

- Section 85A of the Local Government Act 1993, which includes review of Council's performance in relation to:
  - Financial systems, financial governance arrangements and financial management
  - Strategic Plan, Long-term Financial Masterplan, and Asset Management Strategies and Policies
  - Policies, systems and controls to safeguard long-term financial position
- Local Government (Audit Panels) Order 2014, which includes consideration of:



- Annual financial statements of Council
  - Strategic Plan, Long-term Financial Masterplan, and Asset Management Strategies and Policies
  - Accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls
  - Compliance with the Local Government Act
  - Whether Council has taken any action in relation to recommendations provided by the Audit Panel
- Council's Audit Panel Charter (dated October 2018), which include considering:
    - The matters noted above
    - Human resource management, including policies, procedures and enterprise agreements
    - Information and communications technology governance
    - Management and governance of the use of data, information and knowledge
    - Other activities with the Panel's remit, as determined by the Panel

### **Liaison with Tasmanian Audit Office**

Council's external auditor, the Tasmanian Audit Office (TAO), attended meetings with the Panel during the year.

The Audit Panel considered all reports from TAO on their activities undertaken in reviewing and auditing the internal control environment. The independent audit of the annual financial statements of the Council for 2020 was reviewed by the Audit Panel.

### **Key activities in 2020-21**

The key activities of the Audit Panel during 2020-21 included:

- Reviewed the accounting policies and draft financial report for the year ended 30 June 2020
- Monitored the effectiveness of Council's risk management processes and controls, including a review of the insurance portfolio
- Received regulatory updates to maintain current knowledge of contemporary governance practice and legislative requirements
- Received internal audit reports covering:
  - Adherence to financial and purchasing delegations review (completed by Crowe)
  - Any others for June meeting
- Considered the findings from the TAO procurement compliance audit report (noting that Council was not subject to review as part of this process)
- Reviewed the external audit strategy for financial year 2020-21
- Developed and approved the Panel's annual work plan for 2021-22

### **Internal audit function**

The prior year (2019-20) annual Audit Panel report noted that there had been a lack of internal audit activity and reporting during that year to due to staff availability. It is pleasing to note that the level of internal activity increased in 2020-21 (as noted above).

There remains an opportunity to enhance the internal audit function through a blend of internally resourced and externally resourced activity.

We recommend that a partially outsourced internal audit function be used in future years. This internal audit function serves two purposes:

- enables Management and the Council to have greater assurance that there is compliance with policy, procedure and internal control; and
- enables the Audit Panel to discharge its responsibilities.

We understand that Council's risk register documentation is in the process of being reviewed and updated. The finalisation of this process will assist the Panel in directing internal audit resources to appropriate areas.

### **Program for 2021-22**

In accordance with Council's Audit Panel Charter, the Audit Panel is required to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting.

The review of the annual work plan has consisted of:

- Consideration of the requirements of the Local Government Act 1993, Local Government (Audit Panels) Order 2014, and Council's Audit Panel Charter (as noted above)
- Consideration of matters discussed by the Audit Panel during the last year that may warrant a separate agenda item
- Requests from Council to the Audit Panel, if any

Based on this review, the following changes are proposed for the 2021-22 Audit Panel work plan:

- Inclusion of a separate agenda item (item 34) in the December meeting for the review of information and communications technology governance, including processes and controls for management and use of data, information and knowledge
- Minor wording changes to item 33 to include "anti-corruption" as well as "anti-fraud" controls.

Attached to this report is the proposed work plan of the Audit Panel for the next twelve months. The Audit Panel's meeting in June 2021 recommended this work plan to Council for approval.

### **Other**

The Chairperson convened a meeting of other Audit Panel Chairpersons in Northern Tasmania to discuss the review of Tasmania's Local Government Legislation Framework. In particular, this was focused on the proposed role of the Audit Panel in reviewing the annual Council rate setting process.

In concluding, I thank all Panel members for their contributions this year. I also thank the Management Team who provided support to the Audit Panel.

Andy Gray

Chairperson Audit Panel



## Meander Valley Council Audit Panel Annual Work Plan

Proposed Meeting Dates 2021			Sept	Dec
Proposed Meeting Dates 2022	March	June		

AGENDA ITEM		March	June	Sep	Dec
<b>Standing Items</b>					
1.	Declaration of Pecuniary Interests/conflict of interest	√	√	√	√
2.	Adoption of Previous Minutes	√	√	√	√
3.	Outstanding from previous meeting - Action Sheet	√	√	√	√
4.	Review Annual Meeting Schedule and Work Plan		√		
<b>Governance and Strategy</b>					
5.	Review of Council Strategic Plan		√		
6.	Review 10-Year Financial Plan	√			
7.	Review Financial Management Strategy (Sustainability)	√			
8.	Review preliminary Budget parameters and assumptions	√			
9.	Review annual budget and report to Council		√		
10.	Review Annual Plan			√	
11.	Review Long-Term Strategic Asset Management Plan			√	
12.	Review Asset Management Strategy			√	
13.	Review Asset Management Policy			√	
14.	Review policies and procedures	√	√	√	√
15.	Review performance of plans, strategies and policies including performance against identified benchmarks				√
16.	Assessment of governance and operating processes integration with financial management practices of the Council			√	
<b>Financial and Management Reporting</b>					
17.	Review most current results and report any relevant findings to council	√	√	√	√
18.	Review any business unit or special financial reports	√	√	√	√
19.	Review annual financial report, audit report and management representation letter (for advice to GM) and make recommendation to Council including meeting with Tas Audit Office representative			√	
20.	Review the impact of changes to Australian Accounting Standards		√		
<b>Internal Audit</b>					
21.	Consider any available audit reports	√	√	√	√
22.	Review management's implementation of audit recommendations	√	√	√	√
23.	Review and approve annual internal audit program and alignment with risks		√		
24.	Review the adequacy of internal audit resources for consideration in Council's annual budget and review performance of internal auditors	√			
<b>External Audit</b>					
25.	Consider any available audit reports	√	√	√	√
26.	Review management's implementation of audit recommendations		√		√
27.	Review and approve external audit plan including meeting with Tas Audit Office representative		√		
28.	Consider any performance audit reports that will be undertaken by the Tas Audit Office and address implications for the Council	√	√	√	√
<b>Risk Management and Compliance</b>					
29.	Annual review of risk management framework policies				√
30.	Receive material risk management reports (risk profile, risk management and treatment and periodical/rotational risk review)		√		√

<b>AGENDA ITEM</b>		<b>March</b>	<b>June</b>	<b>Sep</b>	<b>Dec</b>
31.	Monitor ethical standards and any related party transactions to determine the systems of control are adequate and review how ethical and lawful behaviour and culture is promoted within the Council.	√		√	
32.	Review the procedure for Council's compliance with relevant laws, legislation and Council policies	√			
33.	Review internal, anti-fraud and anti-corruption management controls	√			
34.	Review information and communications technology governance, including processes and controls for management and use of data, information and knowledge				√
35.	Review business continuity plan				√
36.	Review processes to manage insurable risks and existing insurance cover			√	
37.	Review delegation processes and exercise of these	√			
38.	Review tendering arrangements and advise Council	√			
39.	Review WH&S management processes				√
40.	Monitor any major claims or lawsuits by or against the Council and complaints against the Council	√	√	√	√
41.	Oversee the investigation of any instances of suspected cases of fraud or other illegal and unethical behaviour	√	√	√	√
<b>Audit Panel Performance</b>					
42.	Review Audit Panel Charter and make any recommendations for change to the Council for adoption (every 2nd year)				√
43.	Report to Council regarding execution of duties and responsibilities by the Audit Panel		√		
44.	Initiate bi-annual Audit Committee performance self-assessment (every 2nd year)		√		
<b>Other</b>					
45.	Review issues relating to National competition policy	√			

# **INFRASTRUCTURE 1**

Reference No. 129/2021

## **2021-22 CAPITAL WORKS PROGRAM**

**AUTHOR:** Rob Little  
Asset Management Coordinator

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### **1) Recommendation**

***It is recommended that Council approves the attached Capital Works Program and funding allocations for the 2021-22 financial year.***

### **2) Officer's Report**

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

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

Council officers maintain a register, the Forward Works Program (FWP), of potential projects and the development of the CWP commences with an annual review of the FWP. The FWP details projects for consideration over the next four years. Projects for consideration are provided through input from Councillors and the community, Council Officers, Special Committees, Council's Strategic Asset Management Plan (SAMP) and strategic planning documents and reports.

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

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

There are a number of grant opportunities currently available to Council, however this grant funding has not been used to increase Council's LTFP budget. These grant opportunities include the Federal Community Development Grant Program funding, the Local Road and Community Infrastructure Program, the Vulnerable Road Users Program, the Bridge Renewal Program and Roads 2 Recovery.

Project selection has been balanced between available funding and project priority. Additional operational and maintenance costs (lifecycle costs) associated with new assets or major upgrades is also an important part of the project selection process and this ongoing financial demand needs to be considered.

The draft CWP was discussed by Council at the 27 April Workshop and the May Closed Meeting of Council.

To better manage delivery and carryover potential, Council Officers have identified 12 provisional projects as part of the 2021-22 CWP. The provisional status denotes that delivery is dependent on factors such as grant funds, community consultation, and design and tender processes. These provisional projects may be deferred from the program or carried forward to future financial years for completion. That said, the intent is to commence or fully deliver the projects in 2021-22 and therefore a budget amount has been allocated. The status of these projects will be adjusted each quarter as delivery is confirmed.

### **3) Council Strategy and Policy**

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

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

The 2021-22 CWP has been developed in line with Council's Financial Management and Asset Management Strategies.

#### **4) Legislation**

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

#### **5) Risk Management**

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

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

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

#### **6) Government and Agency Consultation**

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

#### **7) Community Consultation**

Engagement from members of the community has helped inform the CWP planning process. The consultation has been in the form of community and resident requests for projects, correspondence received by Council and engagement with Councillors.

#### **8) Financial Consideration**

The total value of the draft CWP for the 2021-22 financial year is \$9,436,750, which has been provided for in the 2021-22 Budget Estimates and LTFP update.

Grant and funding contributions are anticipated for the projects listed in the table below.

Item No.	Project Description	Grant Source	2021/22 Grant Funding
<b>Funded Projects - Grant Funding Confirmed</b>			
21.300	Meander River, Selbourne Road	Bridge Renewal Program Rd5	\$262,875
22.359	Meander Hall	Community Contribution	\$10,000
21.512	Deloraine, Riverbank Reserve	Local Rd & Community Infra Phase 2	\$199,525
21.517	Prospect Vale, Bimbimbi Av Reserve	Local Rd & Community Infra Phase 2	\$10,000
21.518	Prospect Vale, Willow Lane Reserve	Local Rd & Community Infra Phase 2	\$15,000
21.039	Hadspen, Scott Street	Local Rd & Community Infra Phase 2	\$135,000
21.143	Road rehabilitation projects	Local Rd & Community Infra Phase 2	\$500,000
21.299	Bradys Creek Tributary, Davies Road	Local Rd & Community Infra Phase 2	\$215,000
21.461	Hagley Recreation Ground	Local Rd & Community Infra Phase 2	\$30,000
<b>Funded Projects - Seeking Additional Grant Funding</b>			
22.143	Prospect Vale, Mace Street	Vulnerable Road Users Program Rd 3	\$40,000
<b>Provisional Project - Subject to Grant Funding Approval</b>			
21.037	Deloraine, Alveston Drive	Vulnerable Road Users Program Rd 3	\$50,000
21.458	Deloraine, Recreation Ground	\$6.85m Fed Grant	\$550,000
21.520	Deloraine Pump Track	Future Grant Opportunity	\$250,000
<b>Total</b>			<b>\$2,267,400</b>

Of the total \$9,436,760 capital works budget, \$5,933,750 is allocated to renewal of existing assets and \$3,503,000 is allocated to new or upgraded assets. This is expected to result in an ongoing increase (each and every year) in depreciation, operation and maintenance, and opportunity costs (lifecycle costs) estimated at \$223,777 per annum. This is equivalent to approximately 2.0% of the general rate.

The estimated write off of assets disposed of as part of the 2021-22 CWP is \$87,000. This is not a direct project expense but will be incurred in addition to the CWP and is not allocated in the individual project amounts in the attachment.

The additional operating costs will need to be considered by Council when determining future budget estimates.

## 9) Alternative Recommendations

Council can amend the recommendation.

## 10) Voting Requirements

Absolute Majority



**DECISION:**



Meander Valley Council

# Capital Works Program

# 2021/2022



# Meander Valley Council 2021/22 Capital Works Program

## SUMMARY - RECOMMENDED PROJECTS

### 1.0 ADMINISTRATION

100 GENERAL ADMINISTRATION

Renewal	New / Upgrade	Total Estimate
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\$515,000	\$70,000	\$585,000
<b>\$515,000</b>	<b>\$70,000</b>	<b>\$585,000</b>

### 2.0 ROADS, STREETS & BRIDGES

201.1 FOOTPATHS, ROADS & STREETS RECONSTRUCTION & UPGRADES

201.2 ROAD RESURFACING

210 BRIDGE RECONSTRUCTION

TOTAL ROADS, STREETS & BRIDGES

\$1,105,000	\$861,000	\$1,966,000
\$1,540,000	\$0	\$1,540,000
\$1,180,750	\$0	\$1,180,750
<b>\$3,825,750</b>	<b>\$861,000</b>	<b>\$4,686,750</b>

### 3.0 HEALTH, COMMUNITY & WELFARE

315 CEMETERIES

316 COMMUNITY AMMENITY

335 HOUSEHOLD WASTE DISPOSAL

351 URBAN STORMWATER DRAINAGE

\$0	\$25,000	\$25,000
\$103,000	\$3,000	\$106,000
\$90,000	\$1,155,000	\$1,245,000
\$0	\$335,000	\$335,000
<b>\$193,000</b>	<b>\$1,518,000</b>	<b>\$1,711,000</b>

### 5.0 RECREATION & CULTURE

505 PUBLIC HALLS

525 RECREATION GROUNDS & SPORTS FACILITIES

565 PARKS & RESERVES

\$100,000	\$14,000	\$114,000
\$265,000	\$540,000	\$805,000
\$405,000	\$500,000	\$905,000
<b>\$770,000</b>	<b>\$1,054,000</b>	<b>\$1,824,000</b>

### 6.0 UNALLOCATED & UNCLASSIFIED

625 MANAGEMENT & INDIRECT OVERHEADS

655 MAJOR PLANT REPLACEMENT

675 LIGHT VEHICLE REPLACEMENT

\$30,000	\$0	\$30,000
\$500,000	\$0	\$500,000
\$100,000	\$0	\$100,000
<b>\$630,000</b>	<b>\$0</b>	<b>\$630,000</b>

**TOTALS**

<b>\$5,933,750</b>	<b>\$3,503,000</b>	<b>\$9,436,750</b>
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# Meander Valley Council 2021/22 Capital Works Program

## INTRODUCTION

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

### **Renewal**

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

### **NEW/UPGRADE WORK:**

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

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

### **PROVISIONAL PROJECTS**

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

## Meander Valley Council 2021/22 Capital Works Program

### 1.0 GENERAL ADMINISTRATION

#### 100 GENERAL ADMINISTRATION

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
22.008	P&E - Computer Hardware	Computer Workstation Replacements	\$30,000	\$0	\$30,000
22.009	P&E - Computer Software	Core Enterprise Software Replacement	\$450,000	\$0	\$450,000
21.013	P&E - Office Hardware	Photocopier Replacement	\$25,000	\$0	\$25,000
22.011	P&E - Computer Software	Software licence renewal	\$10,000	\$0	\$10,000
22.012	Westbury Council Offices	Fire Detection System	\$0	\$70,000	\$70,000
<b>TOTAL GENERAL ADMINISTRATION</b>			<b>\$515,000</b>	<b>\$70,000</b>	<b>\$585,000</b>

## Meander Valley Council 2021/22 Capital Works Program

### 2.0 ROADS, STREETS & BRIDGES

#### 201.1 FOOTPATHS, ROADS & STREETS RECONSTRUCTION & UPGRADES

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.036	Footpath Network	Project allocation for programmed footpath renewals in accordance with Council's SAMP (Bracknell, Deloraine, Carrick)	\$205,000	\$0	\$205,000
21.026	Deloraine, East Barrack Street	New footpath, Morrison St to Liverpool St RHS - 345m	\$0	\$100,000	\$100,000
21.038	Carrick Footpaths	Allocation for strategic planning & construction of new footpaths	\$0	\$90,000	\$90,000
21.039	Hadspen, Scott Street	New footpath, Bartley to 41 Scott St - 400m	\$0	\$135,000	\$135,000
21.143	Road rehabilitation projects	Project allocation for programmed road renewals in accordance with Council's SAMP (Selbourne, Adelphi, Bishopsbourne, Westwood)	\$900,000	\$155,000	\$1,055,000
21.146	Deloraine, West Barrack Street	Design of intersection improvements including Parsonage St & West Barrack Side Lane	\$0	\$6,000	\$6,000
21.147	Prospect Vale, Country Club Avenue	Design, Road rehabilitation & safety improvements	\$0	\$40,000	\$40,000
21.148	Westbury, Franklin Street	New kerb, Alison Ct to Meander Valley Rd (west side) - 220m	\$0	\$75,000	\$75,000
22.139	Bracknell, Henrietta Street	Construction of turning heads	\$0	\$40,000	\$40,000
22.136	Bracknell, River Reserve Road	Intersection improvement & sealing - 70m	\$0	\$20,000	\$20,000

## Meander Valley Council 2021/22 Capital Works Program

### 2.0 ROADS, STREETS & BRIDGES

#### 201.1 FOOTPATHS, ROADS & STREETS RECONSTRUCTION & UPGRADES

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
22.141	Long Ridge Road	Minor road widening, corner near camping area	\$0	\$35,000	\$35,000
22.138	Railton Road, Kimberley	Minor road widening, west of Villarett Gardens	\$0	\$50,000	\$50,000
22.186	Blackstone Heights, Blackstone Road	Design of Panorama Rd intersection upgrade	\$0	\$10,000	\$10,000
21.173	Prospect Vale, Traffic Calming	Design of traffic calming (Vale, Bradford & Burrows streets)	\$0	\$10,000	\$10,000

#### PROVISIONAL ROADS & STREETS PROJECTS

21.037	Deloraine, Alveston Drive	New footpath Stage 1 - 220m (Subject to Grant Funding)	\$0	\$95,000	\$95,000
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<b>TOTAL ROAD RECONSTRUCTION &amp; UPGRADE</b>	<b>\$1,105,000</b>	<b>\$861,000</b>	<b>\$1,966,000</b>
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#### 201.2 ROAD RESURFACING

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.261	General	Asphalt Resurfacing Program	\$400,000	\$0	\$400,000
21.262	General	Bituminous Resurfacing Program	\$860,000	\$0	\$860,000
21.263	General	Gravel Resheeting	\$280,000	\$0	\$280,000

<b>TOTAL ROAD RESURFACING</b>	<b>\$1,540,000</b>	<b>\$0</b>	<b>\$1,540,000</b>
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## Meander Valley Council 2021/22 Capital Works Program

### 210 BRIDGE RECONSTRUCTION

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.296	Drain, Cheshunt Road	Renewal of Bridge (List No 211)	\$200,000	\$0	\$200,000
21.297	Drain, Cheshunt Road	Renewal of Bridge (List No 447)	\$200,000	\$0	\$200,000
21.299	Bradys Creek Tributary, Davies Road	Renewal of Bridge (List No 370)	\$215,000	\$0	\$215,000
21.3	Meander River, Selbourne Road	Renewal of bridge superstructure (List No 255) & widening for pull over area	\$525,750	\$0	\$525,750
22.279	Unnamed Drain, Harveys Road	Culvert extension	\$10,000	\$0	\$10,000
22.28	Mole Creek, Den Road	Installation of bridge safety fencing	\$30,000	\$0	\$30,000

<b>TOTAL BRIDGE RECONSTRUCTION</b>	<b>\$1,180,750</b>	<b>\$0</b>	<b>\$1,180,750</b>
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<b>TOTAL ROADS, STREETS &amp; BRIDGES</b>	<b>\$3,825,750</b>	<b>\$861,000</b>	<b>\$4,686,750</b>
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## Meander Valley Council 2021/22 Capital Works Program

### 3.0 HEALTH, COMMUNITY & WELFARE

#### 315 CEMETERIES

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.326	Deloraine, Lawn Cemetery	Installation of new concrete slabs	\$0	\$5,000	\$5,000
22.3	Deloraine, Lawn Cemetery	Landscaping including access road & fencing	\$0	\$20,000	\$20,000

<b>TOTAL CEMETERIES</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$25,000</b>
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#### 316 COMMUNITY AMMENITY

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.329	Carrick Recreation Ground	Refurbish public toilet	\$100,000	\$0	\$100,000
22.313	Egmont Reserve Toilets	Access and security improvements	\$3,000	\$3,000	\$6,000

<b>TOTAL COMMUNITY AMMENITY</b>	<b>\$103,000</b>	<b>\$3,000</b>	<b>\$106,000</b>
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#### 335 HOUSEHOLD WASTE DISPOSAL

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.34	Household Waste	Replacement kerbside wheelie bins (waste and recycling) & upgrade of 80L waste bins to 140L	\$40,000	\$155,000	\$195,000

#### PROVISIONAL HOUSEHOLD WASTE PROJECTS

22.328	Cluan Landfill	Access road improvements	\$50,000	\$0	\$50,000
21.341	Landfill Sites	Land purchase for future landfill cells	\$0	\$250,000	\$250,000
22.345	Deloraine Landfill	Site improvements including new retaining wall structure and weighbridge for transfer operations	\$0	\$450,000	\$450,000
21.344	Prospect Vale	Purchase of new organics bins (6,500 x 140L bins)	\$0	\$300,000	\$300,000

<b>TOTAL HOUSEHOLD WASTE DISPOSAL</b>	<b>\$90,000</b>	<b>\$1,155,000</b>	<b>\$1,245,000</b>
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## Meander Valley Council 2021/22 Capital Works Program

### 3.0 HEALTH, COMMUNITY & WELFARE

#### 351 URBAN STORMWATER DRAINAGE

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.365	Various locations	Stormwater drainage infrastructure - General allocation for improvement of network constraints.	\$0	\$30,000	\$30,000
22.35	Westbury, Jones Street	Construct Meander Valley Rd to King St (Stage 1)	\$0	\$100,000	\$100,000
22.351	Westbury, Taylor St	Construct - King St to School carpark (Stage 3)	\$0	\$100,000	\$100,000
21.373	Hadspen, Bartley Street	Open drain - Bartley St to river reserve	\$0	\$50,000	\$50,000

#### PROVISIONAL STORMWATER PROJECTS

21.366	Carrick, East Street	Design, piping open drain	\$0	\$10,000	\$10,000
22.359	Meander Hall	Pipe open drain - Main Rd to rear of hall - (Subject to grant funding/community group contribution)	\$0	\$25,000	\$25,000
22.251	Deloraine, West Parade Catchment	Design - Parsonage St to West Parade	\$0	\$10,000	\$10,000
22.349	Westbury, Dexter St	Design - Stormwater pipe work from Dexter to William St	\$0	\$10,000	\$10,000

<b>TOTAL URBAN STORMWATER DRAINAGE</b>	<b>\$0</b>	<b>\$335,000</b>	<b>\$335,000</b>
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<b>TOTAL HEALTH, COMMUNITY &amp; WELFARE</b>	<b>\$193,000</b>	<b>\$1,518,000</b>	<b>\$1,711,000</b>
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## Meander Valley Council 2021/22 Capital Works Program

### 5.0 RECREATION & CULTURE

#### 505 PUBLIC HALLS

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.404	Weegeena Hall	Floor replacement	\$50,000	\$0	\$50,000
21.408	Caveside Hall	Floor replacement	\$50,000	\$0	\$50,000
22.386	Chudleigh Hall	Install kerbing, footpath, landscaping & carpark improvements	\$0	\$14,000	\$14,000
<b>TOTAL PUBLIC HALLS</b>			<b>\$100,000</b>	<b>\$14,000</b>	<b>\$114,000</b>

#### 525 RECREATION GROUNDS & SPORTS FACILITIES

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
22.414	Hadspen Memorial Centre - Tennis Courts	Installation of basketball hoop/backboard & line marking	\$0	\$10,000	\$10,000
21.426	Prospect Vale Park	Design of PVP ring road and main access	\$0	\$20,000	\$20,000
22.416	Whitemore, Recreation Ground	Drainage improvements for tennis courts	\$15,000	\$0	\$15,000
21.461	Hagley Recreation Ground	Minor outdoor building works	\$0	\$60,000	\$60,000
<b>PROVISIONAL SPORT &amp; RECREATION PROJECTS</b>					
21.458	Deloraine, Recreation Ground	AFL ground upgrades and lighting installation - (Subject to grant funding)	\$250,000	\$350,000	\$600,000
21.458	Deloraine, Recreation Ground	Design - Recreation Ground precinct including clubroom - (Subject to grant funding)	\$0	\$100,000	\$100,000
<b>TOTAL RECREATION GROUNDS &amp; SPORTS FACILITIES</b>			<b>\$265,000</b>	<b>\$540,000</b>	<b>\$805,000</b>

## Meander Valley Council 2021/22 Capital Works Program

### 5.0 RECREATION & CULTURE

#### 565 PARKS & RESERVES

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.512	Deloraine, Riverbank Reserve	Design and construct steel arch footbridge (List No 451)	\$345,000	\$0	\$345,000
21.515	Prospect Vale, Las Vegas Drive Reserve	Replacement & upgrade of existing playground	\$30,000	\$180,000	\$210,000
21.517	Prospect Vale, Bimbimbi Av Reserve	Renew outdoor fitness equipment	\$20,000	\$0	\$20,000
21.518	Prospect Vale, Willow Lane Reserve	Playground renewal and new vegetation	\$10,000	\$20,000	\$30,000

#### PROVISIONAL PARKS & RESERVES PROJECTS

21.52	Deloraine Pump Track	Pump Track - Stand-alone project; track only - (Subject to grant funding)	\$0	\$300,000	\$300,000
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<b>TOTAL PARKS &amp; RESERVES</b>	<b>\$405,000</b>	<b>\$500,000</b>	<b>\$905,000</b>
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<b>TOTAL RECREATION &amp; CULTURE</b>	<b>\$770,000</b>	<b>\$1,054,000</b>	<b>\$1,824,000</b>
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## Meander Valley Council 2021/22 Capital Works Program

### 6.0 UNALLOCATED & UNCLASSIFIED

#### 625 MANAGEMENT & INDIRECT OVERHEADS

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.589	Minor Plant Replacement	Replacement of works minor plant	\$30,000	\$0	\$30,000

<b>TOTAL MANAGEMENT &amp; INDIRECT OVERHEADS</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$30,000</b>
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#### 655 MAJOR PLANT REPLACEMENT

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
21.582	P&E, Major Plant	Major Plant - replacements	\$500,000	\$0	\$500,000

<b>TOTAL MAJOR PLANT REPLACEMENT</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$500,000</b>
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#### 675 LIGHT VEHICLE REPLACEMENT

Item No	Location	Description	Renewal	New/ Upgrade	Total Estimate
22.521	P&E, Fleet Vehicles	Fleet vehicle replacements	\$100,000	\$0	\$100,000

<b>TOTAL LIGHT VEHICLE REPLACEMENT</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>
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<b>TOTAL UNALLOCATED AND UNCLASSIFIED</b>	<b>\$630,000</b>	<b>\$0</b>	<b>\$630,000</b>
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<b>TOTAL 2021/22 CAPITAL WORKS</b>	<b>\$5,933,750</b>	<b>\$3,503,000</b>	<b>\$9,436,750</b>
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# GOVERNANCE 1

Reference No. 130/2021

## PETITION – CALL FOR A PUBLIC MEETING ABOUT THE WESTBURY PRISON PROPOSAL

**AUTHOR:** John Jordan  
General Manager

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### 1) Recommendation

***It is recommended that Council:***

- 1. Notes the petition relates to the Tasmanian Government's proposal to build a prison;***
- 2. Notes the General Manager's advice that the signatures on the petition tabled at the 8 June 2021 Ordinary Meeting of Council have been checked. Of the 1026 signatures, 809 were valid for the purposes of section 59 of the Local Government Act, with the balance being duplicates (54), from out of the area (17) or not on the roll (146);***
- 3. Notes that the Meander Valley Council electoral role (June 2021) lists 15,601 people enrolled and that the requirement of 5 percent of electors in the municipal area (780) has been satisfied in accordance with section 59(2)(a) of the Local Government Act (1993);***
- 4. Notes that, given the requirements of sections 57 and 59 of the Act are satisfied, Council will now proceed to hold a public meeting;***
- 5. Notes the person lodging the petition is Ms Anne-Maree Loader of King Street, Westbury;***
- 6. Notes that Ms Loader (as Secretary of the Westbury Region Against the Prison Inc) has advised in the petition covering letter of 4 June 2021 that the call for a public meeting relates to the 'new site' selected for the prison. This is on Crown land***

**at Brushy Rivulet on Birralelee Road, 5.2 kilometres from the Westbury town centre;**

- 7. Resolves, in satisfaction of section 60(3) of the Act, to have a public meeting within thirty days to discuss the proposal to build a prison at Brushy Rivulet on Birralelee Road;**
- 8. Notes the requirements of section 60A of the Act in respect of advertising and calling for written submissions;**
- 9. Resolves to invite the Honourable Elise Archer MP (Attorney-General) and representatives from the Department of Justice to attend and present to the meeting;**
- 10. Notes that the petition as tabled is a public document and that a copy of the full petition will be made available for viewing at the Council Offices at 26 Lyall Street, Westbury; and**
- 11. Affirms Council's 25 February 2020 commitment to again meet with anti and pro-prison representatives to discuss options for community consultation when information from the Tasmanian Government is forthcoming; noting that any such information is yet to be provided.**

## **2) Officer's Report**

1. On 7 June 2020, the General Manager received a petition from Ms Anne-Marie Loader of King Street, Westbury. Ms Loader is identified for the purposes of the Act as the person who lodged the petition.
2. The petition is titled "Petition in relation to Northern Regional Prison" and was tabled pursuant to section 58(2) of the Act on 8 June 2021 with the General Manager confirming general compliance with section 57 of the Act.
3. The petition as presented contains 1026 listed signatures, with 809 being considered valid. In respect of the remaining signatures:
  - 54 were duplicates where a person had signed more than once;
  - 17 were outside the Meander Valley; and
  - 146 signatures were not on the electoral roll as issued for June 2021.

## **Issues:**

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

- a) Section 59(2) requires the Council to hold a public meeting if the petition complies with section 57 and is signed by a certain number of electors, either being 5 percent of the electors in the municipal area or 1000 of those electors. A minimum of 780 valid elector signatures is required to satisfy the 5 percent requirement based on a total enrolment of 15,601. The petition has 809 valid signatures.
- b) Pursuant to Section 60(2)(a) of the Act it is the General Manager's view that the requirements of Section 59 are satisfied and Council is compelled to hold a public meeting as requested by the petition.

### **Action on the Petition**

- a) The petition was submitted under covering letter (4 June 2021) from Ms Loader on behalf of the Westbury Residents Against the Prison Inc (WRAP). Ms Loader signed as Secretary of WRAP. This letter indicates the petition relates to the 'new site' selected for the prison which is on Crown land at Brushy Rivulet on Birralelee Road, 5.2 kilometres from the Westbury town centre. It is proposed the subject of the public meeting will be the currently proposed site and not the previously considered site discounted after public consultation by the Tasmanian Government.
- b) In satisfaction of section 60(3) of the Act, Council is to have a public meeting on or before Thursday 12 August 2021 (within thirty days of Council's July Ordinary Meeting) to discuss the proposal to build a prison at Brushy Rivulet on Birralelee Road.
- c) Section 60A of the Act requires the meeting to be notified, including being advertised at least twice in a daily newspaper circulating in the municipality. The advertisement will provide details of the meeting and invite written submissions. A copy of the notice will be provided to the person lodging the petition.
- d) The petition as tabled is a public document and is able to be viewed on request. A copy of the full petition will be made available for viewing at the Council Offices at 26 Lyall Street, Westbury.



- e) The proposed prison is a Tasmanian Government project. Council has very little information on the project, beyond an understanding that due diligence investigations of the site are continuing and that planning and development applications are expected to be lodged in the new calendar year of 2022. Considering this, it is suggested Tasmanian Government representation at the meeting is needed to ensure questions are able to be answered.
- f) In participating in a public meeting or discussion, Councillors must be mindful that in order to exercise the functions of a Planning Authority under the *Land Use Planning and Approvals Act (1993)* they must demonstrate a continuing capacity to make a decision on merit, free from bias, and considering only the relevant factors under the planning schemes and any qualified advice provided. This requirement may restrict Councillor responses or interactions at the public meeting.

### **3) Council Strategy and Policy**

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

- Future Direction (5) Innovative leadership and community governance

### **4) Legislation**

*Local Government Act 1993*

### **5) Risk Management**

Not applicable

### **6) Government and Agency Consultation**

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

### **7) Community Consultation**

- a) Council met separately with anti (WRAP) and pro-prison representatives on 25 February 2020. At these meetings Council advised:
- Council is keen to ensure all people and their views on the prison proposal can be openly expressed and will continue to work to facilitate this.

- Council invited WRAP, pro-prison representatives and other stakeholders to work towards ensuring consultation on the matters within the remit of Council is constructive, meaningful and open.
  - Council will convene a meeting with WRAP and others when there is something tangible to discuss; once more information is made available about survey results, impact studies and the type of consultation to be conducted by the Tasmanian Government.
- b) As no information has been forthcoming the above commitment has not been actioned. Regardless, Ms Loader, as a representative of WRAP and the lodger of the petition was invited to meet with the General Manager and Mayor ahead of any meeting. At the time of drafting, Ms Loader has to confirm whether she will take up an offer to meet. Representatives from Concerned Residents Opposed to the Westbury Prison Site (CROWPS) did meet with the Mayor and General Manager on 6 July 2021.

#### **8) Financial Consideration**

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

#### **9) Alternative Recommendations**

Council can approve the recommendation with amendment, noting that legislative requirements do apply in respect of recommendation 7.

#### **10) Voting Requirements**

Simple Majority

### **DECISION:**

## GOVERNANCE 2

Reference No. 131/2021

### 2021-22 COMMUNITY GRANTS AND SPONSORSHIP FUND APPLICATION ASSESSMENTS ROUND 1 – JUNE 2021

**AUTHOR:** Nate Austen  
Community Programs Officer

#### 1) Recommendation

***It is recommended that Council:***

- 1. Notes the recommendations of the Community Grants Committee; and***
- 2. Approves community grants for Round 1 – June 2021, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:***

<b>Community Grants</b>		
<b>Organisation</b>	<b>Project</b>	<b>Grant Recommended</b>
Australian Italian Club Tennis Club	BBQ and Hot Water Installation	\$2,482
Central North Field Naturalists	Beneath the Surface. Presentation Event.	\$1,175
Deloraine House Inc	Community Garden – Plumbing and Electrical.	\$3,000
Deloraine RSL Sub-Branch	Flagpole Replacement	*\$3,000
Diggers Cricket Club	Cricket Pitch Replacement	**\$3,000
Lions Club of Deloraine Inc	Promotion Pamphlet	\$750
Westbury Ladies Probus Club	Modernising Probus	\$2,325
Westbury Volunteer Fire Brigade	24-7 AED	\$2,546
<b>Sub-total</b>		<b>\$18,278</b>

\*Recommend an allocation up to \$3,000 provisional on the whole cost of the project.  
\*\*Conditional on the confirmation of a Cricket Australia Infrastructure Fund Grant with anticipated value of \$8,902.

**3. Approves sponsorship donation for individuals and organisations for Round 1 - June 2021, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:**

<b>Sponsorship Donation for Individuals and Organisations</b>		
<b>Name</b>	<b>Event</b>	<b>Sponsorship</b>
J. Cowan	Pony Club Australia Nationals	\$150
Z. Milich	Karl Prosser Cup – U/13 NTJSA	\$150
L. Shelton	Karl Prosser Cup – U/13 NTJSA	\$150
<b>Sub-total</b>		<b>\$450</b>

**4. Approves council fee reimbursement grant for Round 1 – June 2021, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:**

<b>Council Fee Reimbursement Grants</b>		
<b>Organisation</b>	<b>Project</b>	<b>Grant Recommended</b>
Prospect Hawks Junior Football Club	Electronic Scoreboard	\$60
Rotary Club of Westbury	BBQ Shelter (Village Green)	\$670
Westbury Agricultural Society	Storage Shed (Animal Nursery)	\$395
<b>Sub-total</b>		<b>\$1,125</b>

**5. Notes the following Recovery Event Sponsorships approved by the General Manager since 17 March 2021, following recommendations by the Committee:**

<b>Recovery Event Sponsorship</b>		
<b>Organisation</b>	<b>Event</b>	<b>Sponsorship Recommended</b>
Sculpture Tasmania	National Shoebox Sculpture Exhibition	\$5,000
Arts Deloraine	Winterfire	\$3,000
<b>Sub-total</b>		<b>\$8,000</b>

## 2) Officer's Report

This is the first of four rounds of Community Grants and Sponsorship assessments in 2021-22 with a total Grants and Sponsorship budget allocation for the year of \$101,000 (subject to approval at the 13 July 2021 Council Meeting).

On 22 June 2021 the Community Grants Committee (the Committee) of Councillor Stephanie Cameron, Councillor Tanya King, Jonathan Harmey (Director Corporate Services) and Kris Eade (Facilities Team Leader) met to consider the grant applications received for Round 1. They were supported by Nate Austen (Community Programs Officer). Total grant and sponsorship requests for Round 1 were \$28,551.

Council had a budget allocation of \$36,500 for the Recovery Event Sponsorship program as part of the COVID-19 Care and Recovery Package. Under the Recovery Event Sponsorship Guidelines the General Manager had delegated authority to approve the recommendation of the Committee with the program finishing on 30 June 2021. Including the two (2) events noted above, the General Manager has approved sponsorship for a total of eleven (11) events with a total allocation of \$21,410.

An amount of \$449 of sponsorship funds were unspent by event organisers and have been returned to Council under the conditions of their sponsorship agreements. A total balance of \$15,539 therefore remained unallocated at the completion of the Recovery Event Sponsorship program.

### **Grant Applications from Organisations**

Ten (10) Community Grant applications were received for Round 1 with requests totalling \$24,452.

The Community Grants Guidelines state that grants are for projects that support the community to address needs, build local skills, attract participation and improve local lifestyle and for projects that support community events, community development, health and wellbeing activities and sport and recreation projects. They also state that applicants must demonstrate the benefits their projects will have to residents of the Meander Valley local government area.

Details of all grant applicants, the grant amounts requested and the grant amount recommended from the Committee are indicated in the following table:

<b>Community Grants</b>				
<b>Organisation</b>	<b>Project</b>	<b>Project Cost</b>	<b>Grant Requested</b>	<b>Grant Recommended</b>
Australian Italian Club Tennis Club	BBQ and Hot Water Installation	\$2,731	\$2,482	\$2,482
Central North Field Naturalists	"Beneath the Surface" presentation event	\$2,284	\$2,184	\$1,175
Deloraine House Inc	Community Garden - Plumbing and Electrical	\$19,010	\$3,000	\$3,000
Deloraine RSL Sub-Branch	Flagpole Replacement	\$1,749	\$1,590	*\$3,000
Diggers Cricket Club	Cricket Pitch Replacement	\$16,902	\$3,000	*\$3,000
Lions Club of Deloraine Inc	Promotion Pamphlet	\$750	\$750	\$750
Westbury Agricultural Society	History of the Westbury Show	\$12,000	\$3,000	*Resubmit application
Westbury Community Garden	Hothouse	\$5,000	\$3,000	*Defer decision on application
Westbury Ladies Probus Club	Modernising Probus	\$3,225	\$2,900	\$2,325
Westbury Volunteer Fire Brigade	24-7 AED	\$2,546	\$2,546	\$2,546
<b>Total</b>		<b>\$66,197</b>	<b>\$24,452</b>	<b>*\$18,278</b>

Three (3) Council fee reimbursement grant applications were received with request totalling \$2,089.

Details of all grant applicants, the grant amounts requested and the grant amount recommended from the Committee are indicated in the following table:

<b>Council Fee Reimbursement Grants</b>			
<b>Organisation</b>	<b>Project</b>	<b>Grant Requested</b>	<b>Grant Recommended</b>
Prospect Hawks Junior Football Club	Electronic Scoreboard	\$1024	*\$60
Rotary Club of Westbury	BBQ Shelter (Village Green)	\$670	\$670
Westbury Agricultural Society	Storage Shed (Animal Nursery)	\$395	\$395
<b>Total</b>		<b>\$2,089</b>	<b>\$1,125</b>

\* The following additional information was considered by the Committee:

- The Deloraine RSL sub-branch project is likely to incur additional project costs not stated in their application for their flagpole project grant application e.g. flag pole installation. As such, the committee recommend approving an allocation up to \$3,000 provisional on the RSL providing the anticipated costs of the whole project.
- The Committee's recommendation to approve the allocation of \$3,000 to the Diggers Cricket Club for upgrading the cricket pitch at Hagley Recreation Ground in line with Cricket Australia guidelines is subject to the receipt of a Cricket Australia Infrastructure Fund Grant with anticipated value of \$8,902. It is expected they will advise asap.
- The Committee assessed that the project plan from the Westbury Agricultural Society application remained uncertain in regard to delivery and that funding was sought to provide a paid research position. Funding paid positions is not eligible for funding and a grant request meeting Council's guidelines can be resubmitted when the project is further advanced.
- The Committee recommend deferring a decision on the Westbury Community Garden Hothouse project application to enable more detailed project plans to be submitted advising of the proposed hothouse, its location and operation.
- The Prospect Hawks Junior Football club fee reimbursement application requested reimbursement of fees that were not Council fees and also a \$300 Council planning fee that has been assessed as a "No Permit Required Use". \$240 of this planning fee has already been refunded since the grant application was received. A \$60 fee was retained by planning for assessment and this is the amount to be reimbursed to the club as a grant.

- A decision on one (1) Townscape Incentive Grant application was deferred from Round 4 of the 2020-2021 Community Grants and Sponsorship program. The committee considered additional information from the applicant and determined that the project does not meet the eligibility requirements of a historic restoration project to improve the external appearance of the property gardens. The committee recommends not funding the project.
- A request for Organisation Sponsorship was received to go toward ticket allocation for special needs children to attend the Tasmanian Special Children's Christmas Party in Hobart at the Derwent Entertainment Centre. The committee considered that the Organisation did not demonstrate eligibility (as a not for profit organisation) or a specific benefit to Meander Valley residents. The committee recommends not sponsoring the event.

If all recommendations are approved by Council the total allocation provided in Round 1 of the 2021-2022 Community Grants and Sponsorship program will be \$19,854.

### **3) Council Strategy and Policy**

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

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

The Grants assessment process was undertaken in accordance with the Community Grants and Sponsorship Fund Policy No 82.

### **4) Legislation**

*Local Government Act 1993: Section 77 Grants and Benefits*

### **5) Risk Management**

Not applicable

### **6) Government and Agency Consultation**

Not applicable



## **7) Community Consultation**

Advice and assistance is provided to applicants on request. The Community Grants and Sponsorship program is communicated through community networks and the media. Guidelines and application forms are available to prospective applicants via Council's website and on request.

## **8) Financial Consideration**

The awarding of grants is made within the limits of the annual budget allocation which is spread over four (4) rounds throughout the year. The Committee has reviewed applications on the basis that Council will be approving a budget allocation for the 2021-22 financial year at the 13 July 2021 Council meeting.

## **9) Alternative Recommendations**

Council can elect to approve with amendment.

## **10) Voting Requirements**

Simple Majority

**DECISION:**

## GOVERNANCE 3

Reference No. 131/2021

### 2020-21 ANNUAL PLAN – JUNE QUARTERLY REVIEW

**AUTHOR:** Jacqui Parker  
Governance Coordinator

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#### 1) Recommendation

***It is recommended that Council receives and notes the Annual Plan report for the June 2021 quarter, as attached.***

#### 2) Officers Report

Council has achieved the majority of its Annual Plan performance targets for the quarter. In the June quarter there were 75 targets, 57 of which were achieved. Of those targets not achieved, 1 was cancelled, 9 will be the focus of review in Council's refreshed Annual Plan (2021-22), and 8 remain in progress.

A renewed Annual Plan for the recently commenced financial year will be presented to Council's July Workshop, and brought to Council's August Ordinary Meeting for endorsement:

Quarterly KPI	Status
<b>Future Direction 1(1) – Works</b> <i>Renew NRM Strategy.</i>  KPI: NRM strategy endorsed by Council.	<b>Under review</b> Responsibility for all NRM functions was passed to Council's Works directorate during the March quarter. Council's 2021-22 Annual Plan will revisit the allocation of resources for all NRM-related activities.
<b>Future Direction 1(3) – Works</b> Design and implement initiatives from the NRM Strategy.  KPI: New NRM Strategy initiatives planned and costed for budget.	

<b>Quarterly KPI</b>	<b>Status</b>
<p><b>Future Direction 1(12) – Infrastructure</b> <i>Waste Management Strategy review and implementation.</i></p> <p><b>KPI:</b> Budget and implementation planning in place.</p>	<p><b>In progress</b> Strategy principles approved by Council and budget preparation for 2021/22 completed. Planning has commenced for 2021/22 actions.</p>
<b>Quarterly KPI</b>	<b>Status</b>
<p><b>Future Direction 2(1) – Governance</b> <i>Promote investment in Meander Valley to support the growth of identified industry sectors.</i></p> <p><b>KPI:</b> Brand strategy and prospectus approved and budget submitted.</p>	<p><b>Under review</b> Council continues to actively promote and attract investment to the Meander Valley ahead of any substantial review of its strategic objectives, and its profile is maintained through ongoing lines of communication with key business and media stakeholders.</p>
<p><b>Future Direction 2(3) – Governance</b> <i>Establish economic development structure plans for each population centre.</i></p> <p><b>KPI:</b> Westbury economic and placemaking plan ready for consultation.</p>	
<p><b>Future Direction 2(5) – Governance</b> <i>Establish a business and communications media plan.</i></p> <p><b>KPI:</b> Plan approved by Council.</p>	<p><b>In progress</b> The business and communications media plan is under review pending finalisation of a recruitment process for Council’s communications team.</p>
<b>Quarterly KPI</b>	<b>Status</b>
<p><b>Future Direction 3(1) - Governance</b> <i>Facilitate the operation of Council pop up meetings.</i></p> <p><b>KPI:</b> Council ‘pop ups’ scheduled and delivered.</p>	<p><b>Under review</b> Nil ‘pop up’ meetings requested by Council.</p>
<b>Quarterly KPI</b>	<b>Status</b>
<p><b>Future Direction 3(5) - Governance</b> <i>Renew the events program responsive to COVID-19.</i></p> <p><b>KPI:</b> Festival of small halls delivered within budget.</p>	<p><b>Cancelled</b> Council has recently recruited a Manager, Community Wellbeing and Lifestyle and will review its commitment to the festival of small halls in the new financial year.</p>

<b>Quarterly KPI</b>	<b>Status</b>
<p>Future Direction 3(6) – Governance <i>Produce a user-friendly Event Management Guide.</i></p> <p>KPI: Guide drafted.</p>	<p><b>In progress</b> A draft working document has been produced. Review and internal consultation to be coordinated by the newly appointed Manager, Community Wellbeing and Lifestyle.</p>
<p>Future Direction 3(8) – Governance <i>Conduct youth liaison workshop with Council.</i></p> <p>KPI: Percentage of volunteer groups provided with training on policy and procedures.</p>	<p><b>Under review</b> In lieu of this workshop, Council has engaged directly with youth activities by conducting a Youth Week program. In the process, Council has supported a key community group (Police Citizens Youth Club) to emerge locally in this space.</p>
<p>Future Direction 3(9) – Governance <i>Prepare Volunteer Management Policy and Procedures.</i></p> <p>KPI: Percentage of volunteer groups provided with training on policy and procedures.</p>	<p><b>Under review</b> Although Council has engaged with volunteer networks during this quarter, the policy and overarching approach to its engagement in this space will be driven by the newly appointed Manager, Community Wellbeing and Lifestyle.</p>
<p>Future Direction 4(2) – Infrastructure <i>Support the operation of the Meander Valley SES unit through ongoing management of the Memorandum of Understanding (MOU).</i></p> <p>KPI Six month report on activities reported in briefing report</p>	<p><b>In progress</b> Pending information from SES to end of financial year, to be reported to Councillors following receipt in July Briefing Report.</p>
<p>Future Direction 4(4) – Infrastructure <i>Develop and action a plan to promote indoor recreational facilities to current and prospective users to increase patronage and participation.</i></p> <p>KPI: Promote facilities. Report on usage trends. Promotion plan provided at June workshop.</p>	<p><b>In progress</b> Promotion plan to be provided to Councillors in July Workshop papers (for noting).</p>
<p>Future Direction 5(1) – Governance <i>Deliver Annual Plan.</i></p>	<p><b>In progress</b> While quarterly reporting is self-evidently completed</p>

<p><b>KPI:</b> Prepare quarterly review. Prepare 2021-22 Annual Plan.</p>	<p>for June, the Annual Plan for 2021-22 has yet to be finalised following a Workshop with Councillors in June 2021. Councillors have provided direction in support of a more streamlined, contemporary form of Annual Plan for the coming financial year, and it is anticipated this will be prepared for Council's July Workshop and endorsed at Council's August Ordinary Meeting.</p>
<p><b>Quarterly KPI</b></p>	<p><b>Status</b></p>
<p><b>Future Direction 5(3) – Governance</b> <i>Renew the Community Strategic Plan.</i></p> <p><b>KPI:</b> Community Strategic Plan drafted.</p>	<p><b>Under review</b> The two key roles with responsibility for Council's Community Strategic Plan were vacated midway through the December quarter and subsequently reviewed. A Manager, Community Wellbeing and Lifestyle has now been appointed with the new incumbent to drive review and implementation of key policies in this space.</p>
<p><b>Future Direction 5(4) – Governance</b> <i>Develop community consultation policy.</i></p> <p><b>KPI:</b> Adopted by Council.</p>	
<p><b>Quarterly KPI</b></p>	<p><b>Status</b></p>
<p><b>Future Direction 5(5) – Governance</b> <i>Update risk management framework.</i></p> <p><b>KPI:</b> Risks register reviewed and required mitigations in place. Audit Panel report.</p>	<p><b>Under review</b> While all key Audit Panel functions were administered during the quarter, a review of Council's risks register was not undertaken. It is noted that Council is currently comprehensively reviewing its risk management framework with a view to systemic improvements, but has yet to recruit an Emergency Management, Health &amp; Safety Coordinator. The register review will be completed by the General Manager in the coming quarter, under Audit Panel oversight.</p>
<p><b>Quarterly KPI</b></p>	<p><b>Status</b></p>
<p><b>Future Direction 6(7) – Infrastructure</b> <i>Design procurement and contract management for projects listed in the 2020-21 Capital Works Program.</i></p> <p><b>KPI:</b> Report to Annual Plan review.</p>	<p><b>In progress</b> Councillors to note that 38 of 50 (78%) non-provisional Capital Works Program projects were completed over the course of the financial year.</p>

### **3) Council Strategy and Policy**

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

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

### **4) Legislation**

The *Local Government Act 1993* requires Council to prepare an Annual Plan pursuant to s.71.

Annual reporting of Council's performance against the Annual Plan is required under s.72.

Council also provides interim reporting to Councillors on a quarterly basis in satisfaction of its Annual Plan KPIs (see Future Direction 5(1)).

### **5) Risk Management**

Not applicable

### **6) Government and Agency Consultation**

Not applicable

### **7) Community Consultation**

Not applicable

### **8) Financial Consideration**

Not applicable

### **9) Alternative Recommendations**

Not applicable

### **10) Voting Requirements**

Simple Majority.

## **DECISION:**

## Strategic Plan Future Direction 1

### A sustainable natural and built environment

**1.1** Contemporary planning supports and guides growth and development across Meander Valley.

**1.2** Liveable townships, urban and rural areas across the local government area with individual character.

**1.3** The natural, cultural and built heritage of Meander Valley is protected and maintained.

**1.4** Meander Valley is environmentally sustainable.

**1.5** Public health and the environment is protected by the responsible management of liquid and solid waste at a local and regional level.

**1.6** Participate and support programs that improve water quality in our waterways.

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
1	Renew NRM Strategy.	1.3, 1.4, 1.6	Works	Nil.	NRM review scheduled.	NRM strategy draft.	NRM strategy endorsed by Council.	NRM strategy renewed within timeframes.
2	Monitor and assess implementation of the Westbury Town Common Management Plan.	1.3, 1.4, 1.6	Works	No breaches of permit conditions and condition of common maintained.	No breaches of permit conditions and condition of common maintained.	No breaches of permit conditions and condition of common maintained.	DPIPWE permit renewed and management plan requirements confirmed.	Practices consistent with management plan and condition of Common is stable or improved.
3	Design and implement initiatives from the NRM Strategy.	1.3, 1.4, 1.6	Works	Nil.	Actions from current NRM strategy progressed and reported.	2017 NRM strategy close out report finalised.	New NRM strategy initiatives planned and costed for budget.	Completed within timeframes.
4	Westbury residential rezoning.	1.1	Governance Development & Regulatory Services	Progress rezoning.	Progress rezoning.	Progress rezoning.	Progress rezoning and report to Council.	Complete rezoning submission to the TPC and report to Council Workshop.
5	Undertake projects to support implementation of the Prospect Vale - Blackstone Heights Structure Plan including the Regional Land Use Strategy and planning scheme amendments.	1.1	Governance Development & Regulatory Services	Amendments progressed and reported to Council.	Amendments progressed and reported to Council.	Amendments progressed and reported to Council.	Amendments progressed and reported to Council.	Report to Council workshop at key stages of RLUS and planning scheme amendment work.
6	Assess individual planning scheme amendment applications as they arise.	1.1	Governance Development & Regulatory Services	Amendments assessed and managed within statutory timeframes.	Amendments assessed and managed within statutory timeframes.	Amendments assessed and managed within statutory timeframes.	Amendments assessed and managed within statutory timeframes.	Assess individual planning scheme amendment applications within statutory timeframes.
7	Process development applications in accordance with delegated authority.	1.1, 1.2, 1.3	Development & Regulatory Services	100% of applications completed on time.	100% of applications completed on time.	100% of applications completed on time.	100% of applications completed on time.	Completed within statutory timeframes with 100% conformance.
8	Permit Authority – issue permits for Building Works (Category 4).	1.1, 1.2, 1.3 (primary) 4.3 (secondary)	Development & Regulatory Services	100% of applications completed within 7 days.	100% of applications completed within 7 days.	100% of applications completed within 7 days.	100% of applications completed within 7 days.	Issue building permits within 7 days from the date all other permits and documents are received as required by the Building Act.
9	Permit Authority – process Notifiable Building Works (Category 3).	1.1, 1.2, 1.3	Development & Regulatory Services	100% of applications completed within 7 days of receipt of all required information.	100% of applications completed within 7 days of receipt of all required information.	100% of applications completed within 7 days of receipt of all required information.	100% of applications completed within 7 days of receipt of all required information.	Notifiable Building Works processed in a timely manner.

## Strategic Plan Future Direction 1

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
10	Permit Authority – manage outstanding building completions and illegal works.	1.1, 1.2, 1.3	Development & Regulatory Services	Baseline determined and reduction of numbers.	Baseline determined and reduction of numbers.	Baseline determined and reduction of numbers.	Baseline determined and reduction of numbers.	Outstanding building completions reduced by 10%.
11	Permit Authority – issue permits for Plumbing Works (Category 4).	1.4	Development & Regulatory Services	100% of applications completed within 21 days.	100% of applications completed within 21 days.	100% of applications completed within 21 days.	100% of applications completed within 21 days.	Process plumbing permit applications within 21 days of receipt of all information.
12	Waste Management Strategy review and implementation.	1.5 (primary) 6.6 (secondary)	Infrastructure Services	Undertake options analysis and feasibility.	Strategy presented to Council.	Council approval of waste strategy.	Budget and implementation planning in place.	Present strategy to Council at December workshop.
13	Permit Authority – issue Notifiable Plumbing Works (Category 3).	1.4	Development & Regulatory Services	100% of applications completed within 14 days.	100% of applications completed within 14 days.	100% of applications completed within 14 days.	100% of applications completed within 14 days.	Process Notifiable Plumbing Works within 14 days of receipt of all information.
14	Manage Land Information Certificates.	1.1,1.2,1.3	Development & Regulatory Services	100% of applications completed within 10 working days.	100% of applications completed within 10 working days.	100% of applications completed within 10 working days.	100% of applications completed within 10 working days.	Issue certificates within 10 working days.



## Strategic Plan Future Direction 2

### A thriving local economy

**2.1** The strengths of Meander Valley attract investment and provide opportunities for employment.

**2.2** Economic development in Meander Valley is planned, maximising existing assets and investment in infrastructure.

**2.3** People are attracted to live in the townships, rural and urban areas of Meander Valley.

**2.4** A high level of recognition and demand for Great Western Tiers products and experiences.

**2.5** Current and emerging technology is available to benefit both business and the community.

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
1	Promote investment in Meander Valley to support the growth of identified industry sectors.	2.2	Governance	Identify opportunities and report on progress.	Brand strategy developed and approved by Council.	Prospectus developed and marketing for specific industry sectors in place.	Brand strategy and prospectus approved and budget submitted.	Meander Valley 'Brand' and regional prospectus developed.
2	Develop economic recovery pathways and establish industry-specific priority actions.	2.1, 2.3, 2.4, 2.5	Governance	Identify opportunities and report on progress.	Industry support for at least two action plans.	Industry support for at least two action plans.	Industry support for at least two action plans.	Economic recovery action plans in place for key industries/sectors.
3	Establish economic development structure plans for each population centre.	2.1, 2.4, 2.5	Governance	Identify opportunities and report on progress.	Deloraine economic and placemaking plan ready for consultation .	Deloraine economic and placemaking plan in place.	Westbury economic and placemaking plan ready for consultation .	Plans and community consultation in place.
4	Establish a structured list of investment vehicles and investment attraction policies.	2.1, 2.2, 2.3, 2.4, 2.5	Governance	Identify opportunities and report on progress.	Investment support package policy approved by Council.	Nil.	Nil.	Investment vehicles assessed and policies in place.
5	Establish a business media and communications plan.	2.1, 2.3, 2.4, 2.5	Governance	Nil.	Nil.	Draft plan and costing ready.	Plan approved by Council.	Plan in place.
6	Support the progress of land developments including Valley Central and the Hadspen Urban Growth Area.	2.2	Governance	Quarterly report on progress, activity and issues.	Quarterly report on progress, activity and issues.	Quarterly report on progress, activity and issues.	Quarterly report on progress, activity and issues.	Quarterly review, actions and reports.
7	Monitor and report monthly visitation statistics.	2.4	Governance	Provide statistics in monthly Briefing Report.	Provide statistics in monthly Briefing Report.	Provide statistics in monthly Briefing Report.	Provide statistics in monthly Briefing Report.	Reports produced.

### Strategic Plan Future Direction 3 Vibrant and engaged communities

**3.1** Creativity and learning are part of daily life across the communities of Meander Valley.

**3.2** Successful local events enhance community life.

**3.3** Education and training opportunities are available to everyone across the local government area.

**3.4** Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies.

**3.5** Young people have the opportunity to be engaged in community life.

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
1	Facilitate the operation of Council pop up meetings.	3.4 (primary) 4.1 (secondary)	Governance	Nil, due to COVID-19.	Council 'pop ups' scheduled and delivered.  100% of actions from pop ups resolved.	Council 'pop ups' scheduled and delivered.  100% of actions from pop ups resolved.	Council 'pop ups' scheduled and delivered.  100% of actions from pop ups resolved.	Pop up meetings held and documented.
2	Deliver the Community Grants Program.	3.1, 3.2, 3.4 (primary) 4.1 (secondary)	Governance	Grants policy updated and approved by Council.  Grants round completed and funds distributed.  Number of applications received.	Grants round completed and funds distributed.  Number of applications received.	Grants round completed and funds distributed.  Number of applications received.	Grants round completed and funds distributed.  Number of applications received.	Number and range of grant applications.
3	Renew the events program responsive to COVID-19.	3.1, 3.2	Governance	Nil, due to COVID-19.	Nil, due to COVID-19.  Events sponsorship opportunity promoted.	Events strategy developed.  Events scheduled for quarter delivered.	Events scheduled for quarter delivered.	Events program approved and implemented.
4	Conduct GWATAA Exhibition.	3.1, 3.2	Governance	Nil.	Exhibition promoted.	Exhibition delivered.	Nil.	Number of artists participating.
5	Conduct a Festival of Small Halls concert.	3.1, 3.2	Governance	Nil.	Nil.	Nil.	Festival of small halls delivered within budget.	Audience number and event finances.
6	Produce a user-friendly Event Management Guide.	3.2 (primary) 4.1, 4.3 (secondary)	Governance	Nil.	Nil.	Nil.	Guide drafted.	Guide approved.
7	Coordinate major event applications.	3.2	Governance	100% of event applications responded to in 10 days.	100% of events applications responded to in 10 days.	100% of events applications responded to in 10 days.	100% of events applications responded to in 10 days.	Respond to applications within 10 days.
8	Conduct youth liaison workshop with Council.	3.4, 3.5	Governance	Nil.	Nil	Nil.	Youth liaison workshop conducted.	Workshop conducted and evaluated.
9	Prepare Volunteer Management Policy and Procedures.	3.1, 3.2, 3.3, 3.4 & 3.5 (primary) 4.1, 4.2 (secondary)	Governance	Nil.	Nil	Policy and procedures approved.	Percentage of volunteer groups provided with training on policy and procedures.	Policy and procedures adopted. Number of volunteers trained.

## Strategic Plan Future Direction 4

### A healthy and safe community

**4.1** The health and wellbeing needs of all sectors in the community are planned, met and managed.

**4.2** Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation.

**4.3** Public health and safety standards are regulated, managed and maintained.

**4.4** Prepare and maintain emergency management plans and documents and work with our communities to educate and plan for emergencies.

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
1	Coordinate the Municipal Emergency Management & Recovery Committee (MEMRC).	4.4	Infrastructure Services	Nil.	Chair six-monthly meeting.	Nil.	Chair six-monthly meeting.	Meetings held.
2	Support the operation of the Meander Valley SES unit through ongoing management of the Memorandum of Understanding (MOU).	4.4	Infrastructure Services	Annual report received from SES.	Six month report on activities reported in Briefing Report.	Nil.	Six month report on activities reported in briefing report.	Obtain activities report from Deloraine SES and provide information to Council on a six monthly basis in Briefing Report.
3	Conduct emergency management training exercise for Council staff, facilitated by Red Cross.	4.4	Infrastructure Services	Conduct training.	Nil.	Nil.	Nil.	Training for Council staff completed.
4	Develop and action a plan to promote indoor recreational facilities to current and prospective users to increase patronage and participation.	4.2	Infrastructure Services	Draft the plan.	Finalise plan and present to Workshop.  Benchmark current usage.	Promote facilities.  Report on usage trends.	Promote facilities. Report on usage trends. Promotion plan provided at June workshop	Present plan to Council Workshop. Review promotion outcomes and report to management team.
5	Manage public health risk through monitoring and sampling of recreational water.	4.1 (primary) 1.5 (secondary)	Development & Regulatory Services	Record results.  100% of public safety notification achieved in 48 hours.	Record results.  100% of public safety notification achieved in 48 hours.	Record results.  100% of public safety notification achieved in 48 hours.	Record results.  100% of public safety notification achieved in 48 hours.	Quarterly monitoring and testing completed for all sample sites. Non-conformances responded to within 48 hours.
6	Undertake annual/periodic inspections of food premises consistent with Food Act Requirements.	4.1, 4.3	Development & Regulatory Services	Issue annual registration for all premises.  Outcomes reported.	Inspections as per annual program.  Outcomes reported.	Inspections as per annual program.  Outcomes reported.	Inspections as per annual program.  Outcomes reported.	Conduct inspections as per program and report on results each quarter.
7	Coordinate immunisation clinics for Meander Valley Schools.	4.1, 4.3	Development & Regulatory Services	Nil.	Complete annual immunisation program.	Nil.	Nil.	Provide school based immunisations as per program (usually March and September) and provide quarterly report.
8	Audit microchipping of registered dogs.	4.3	Development & Regulatory Services	Undertake audit and close out actions arising.	Undertake audit and close out actions arising.	Undertake audit and close out actions arising.	Undertake audit and close out actions arising.	Audit conducted and reported each quarter.
9	Prepare and implement annual Fire Abatement Management Program.	4.3	Development & Regulatory Services	Nil.	Inspect and issue notices and arrange work as required.	Inspect and issue notices and arrange work as required.	Inspect and issue notices and arrange work as required.	Program in place by December.  All previous properties inspected. All additional identified properties inspected.  Notices issued as required and relevant follow up work arranged.

## Strategic Plan Future Direction 4

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
10	Investigate incidents and complaints regarding animal control.	4.3	Development & Regulatory Services	100% of cases responded to within 10 days.  Prepare monthly summary report.	100% of cases responded to within 10 days.  Prepare monthly summary report.	100% of cases responded to within 10 days.  Prepare monthly summary report.	100% of cases responded to within 10 days.  Prepare monthly summary report.	Investigate all cases and complaints within 10 days and provide quarterly reports.

## 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.

**5.4** Meander Valley councillors and employees have the knowledge, skills and attitude to responsibly undertake community governance and operational responsibilities.

**5.5** Councils in the region collaborate and share resources for the collective good of their communities.

**5.6** Meander Valley Council is recognised as a responsibly managed organisation.

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
1	Deliver Annual Plan.	5.1	Governance	Prepare quarterly review.	Prepare quarterly review.	Prepare quarterly review.	Prepare quarterly review. Prepare 2021-22 Annual Plan.	Plan adopted by Council, compliant with statutory requirements.
2	Prepare Annual Report and conduct Annual General Meeting (AGM).	5.6	Governance	Complete draft for printing.	Complete report and present at AGM. Advertise and conduct AGM	Nil.	Nil.	AGM held and Annual Report adopted by Council.
3	Review the Community Strategic Plan 2014-2024.	5.1	Governance	Nil.	Project established.	Consultation with stakeholders.	Community Strategic Plan drafted.	Community Strategic Plan reviewed and updated.
4	Develop community consultation policy.	5.1	Governance	Nil.	Workshop with Council.	Nil.	Adopted by Council.	Council decision on development of policy.
5	Update risk management framework.	5.6	Governance	Risks register reviewed and required mitigations in place. Audit Panel report.	Risks register reviewed and required mitigations in place. Audit Panel report.	Risks register reviewed and required mitigations in place. Audit Panel report.	Risks register reviewed and required mitigations in place. Audit Panel report.	Risk review completed, updated and endorsed by Audit Panel. Actions progressed and reported on quarterly.
6	Deliver the Internal Audit Program.	5.4	Corporate Services	100% of Audit actions addressed. Audits conducted to schedule.	100% of Audit actions addressed.	100% of Audit actions addressed.	100% of Audit actions addressed.	Audit recommendations implemented and audits conducted.
7	Health & Safety Committee.	5.6	Corporate Services	Conduct quarterly meeting and review WH&S performance. Quarterly report.	Conduct quarterly meeting and review WH&S performance. Quarterly report.	Conduct quarterly meeting and review WH&S performance. Quarterly report.	Conduct quarterly meeting and review WH&S performance. Quarterly report.	Conduct meetings, implement improvement initiatives and produce quarterly reports.
8	Raise rates and sundry debtor (other Council debts) accounts.	5.2	Corporate Services	Achieve activity performance target.	Achieve activity performance target.	Achieve activity performance target.	Achieve activity performance target.	Reconcile rates debtor, sundry debtor and creditors control accounts within 10 days of the working month.
9	Reconcile financial control accounts.	5.2	Corporate Services	Achieve activity performance target.	Achieve activity performance target.	Achieve activity performance target.	Achieve activity performance target.	Reconcile payroll clearing account within 5 days of processing fortnightly pay.

## Strategic Plan Future Direction 5

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
10	Complete State Government Authority returns.	5.6	Corporate Services	Submit initial State Fire and Treasury pensioner claims, and Annual State Fire Levy data return	Nil.	Nil.	Submit final State Fire and Treasury pensioner claims.	Submit State Fire and Treasury pensioner claims.
11	Complete Section 132 Certificates (property rates).	5.6	Corporate Services	Issue 98% of s132 Certificates within 3 working days of request.	Issue 98% of s132 Certificates within 3 working days of request.	Issue 98% of s132 Certificates within 3 working days of request.	Issue 98% of s132 Certificates within 3 working days of request.	Issue 98% of certificates within 3 working days.
12	Complete annual insurance renewals.	5.6	Corporate Services	Nil.	Complete crime insurance renewal.	Nil.	Insurance policies completed.	Insurance policies completed.
13	Update Long Term Financial Plan (LTFP)	5.2	Corporate Services	Nil.	Review and adopt LTFP.	Nil.	Nil.	Review and adopt LTFP.
14	Develop budget estimates and rating recommendations in accordance with statutory timeframes.	5.2	Corporate Services	Nil.	Determine budget estimates preparation plan.	Nil.	Review and adopt annual budget estimates.	Review and adopt annual budget estimates.
15	Annual external financial reporting.	5.6	Corporate Services	Submit financial statements to Tasmanian Audit Office.	Submit key performance indicator (KPI) consolidated data sheets.	Nil.	Present budget estimates, fees and charges to Council Workshop.	Prepare financial statements and State Government financial reporting.
16	Submit Business Activity Statement (BAS), Fringe Benefits Tax (FBT) and payroll tax returns.	5.6	Corporate Services	Submit BAS and payroll tax returns.	Submit BAS and payroll tax returns.	Submit BAS and payroll tax returns.	Submit BAS and payroll tax returns.	Complete statutory reporting.
17	Review and submit internal financial management reports.	5.3	Corporate Services	Achieve activity performance target.	Achieve activity performance target.	Achieve activity performance target.	Achieve activity performance target.	Produce and distribute monthly management reports.  Produce and distribute monthly project expenditure reports.  Provide financial reports for September, December and March quarters to Council in October, January and April respectively.
18	Review structure of internal financial management reports.	5.3	Corporate Services	Nil.	Provide recommended revised format.	Implement changes to financial management reports	Complete review of report structure.	Complete review of report structure.
19	Monitor Council's short-term expenditure commitments and invest funds in accordance with Council's Investment Policy.	5.2	Corporate Services	Review cash flow at least weekly.	Review cash flow at least weekly.	Review cash flow at least weekly.	Review cash flow at least weekly.	Weekly monitoring of cash flow.
20	Facilitate Council Audit Panel meetings.	5.6	Corporate Services	Meetings conducted as per work plan.	Conduct meeting as per work Plan.	Conduct meeting as per work plan.	Conduct meeting as per work plan.	Meetings conducted as per work plan.



## Strategic Plan Future Direction 5

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
21	Maintain efficient desktop IT equipment.	5.6	Corporate Services	Commence rolling replacement of computers.	Complete rolling replacement of computers.	Nil.	Nil.	Rolling replacement of computer equipment.
22	Review server structure and system requirements to ensure a stable IT architecture.	5.6	Corporate Services	Nil.	Nil.	Nil.	Review server structure and associated software replacement.	Review server structure and associated software replacement.
23	Maintain cemetery records in accordance with the Cemeteries Act.	5.6	Corporate Services	Record new burial information and implement any required changes to existing records.	Record new burial information and implement any required changes to existing records.	Record new burial information and implement any required changes to existing records.	Record new burial information and implement any required changes to existing records.	Maintain new and existing burial information.
24	Maintain records management processes in line with requirements of the Archives Act.	5.6	Corporate Services	Induct new system users Arrange for removal of documents due for disposal.	Induct new system users. Conduct audit of user security rights.	Induct new system users.	Induct new system users.	Induct new users and maintain information management system.
25	Comply with requirements of 2019 Enterprise Agreement.	5.6	Corporate Services	Apply required salary increase changes to pay and allowance rates.	Nil.	Nil.	Review required salary increase and advise employees.	Maintain salary, allowances and clause application.
26	Employee performance reviews.	5.4	Corporate Services	Coordinate office employee performance review completion.	Nil.	Coordinate office employee mini review & salary review completion.	Performance reviews completed for works staff.	Performance and salary reviews completed for all employees.
27	Review employee information manual.	5.6	Corporate Services	Nil.	Nil.	Review and update draft employee information manual.	Adopt revised employee information manual.	Review and update manual.
28	Review Business Continuity Plan and conduct training scenario.	5.6	Corporate Services	Review and update plan.	Prepare training scenario.	Conduct training.	Report on improvement opportunities.	Review and update plan for management team approval. Complete training for MVC officers and report on improvement opportunities.
29	Engage with community sport and recreation organisations to ascertain future needs and venue planning.	5.3	Infrastructure Services	Nil.	Present forum information to Council Workshop.	Conduct forums and report on participation and feedback from clubs.	Conduct forums and report on participation and feedback from clubs.	Quarterly report presented to Council Workshop.

## Strategic Plan Future Direction 6 Planned Infrastructure Services

**6.1** The future of Meander Valley's infrastructure assets is assured through affordable, planned maintenance and renewal strategies.

**6.2** Regional infrastructure and transport is collaboratively planned and managed by all levels of government.

**6.3** The Meander Valley transport network meets the present and future needs of the community and business.

**6.4** Open space, parklands, recreation facilities, cemeteries and public buildings are well utilised and maintained.

**6.5** Stormwater and flooding cause no adverse impacts.

**6.6** Infrastructure services are affordable and meet the community's needs into the future.

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
1	Undertake maintenance works to ensure safe and fit for purpose assets.	6.1, 6.3, 6.6	Works	Report to Annual Plan review.	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Provide Customer Service Request statistics and budget updates in Briefing Reports.
2	Plan and deliver capital work projects.	6.3, 6.6	Works	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan Review	Provide program, project and budget updates in Briefing Report.
3	Manage plant to achieve effective and efficient use that minimises ownership costs.	6.1, 6.6	Works	Nil.	Nil.	Complete major plant review	Nil.	Review plant utilisation and hire rates and update 10 year Plant Replacement Program.
4	Undertake plant purchases in accordance with approved budget.	6.1, 6.6	Works	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Provide program, project and budget updates in Briefing Report.
5	Co-ordinate Asset Management Group and Strategic Asset Management Plan Improvement Plan actions. Review Strategic Asset Management Plan and Review Asset Management Plans.	6.1 (primary) 5.2 (secondary)	Infrastructure Services	Chair meeting and report on action improvement program	Chair meeting and report on action improvement program	Chair meeting and report on action improvement program	Chair meeting and report on action improvement program	Meetings held. Strategic Asset Management Plan and Asset Management Plans updated.
6	Prepare 2021-22 Capital Works Program and Forward Works Program.	6.1, 6.6	Infrastructure Services	Nil.	Update Proposed Projects list	Prioritise and undertake further design and cost estimation	Annual program prepared for approval by Council	Prepare annual Capital Works Program for approval in June quarter.
7	Design, procurement and contract management for projects listed in the 2020-21 Capital Works Program.	6.1	Infrastructure Services	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Report to Annual Plan review	Undertake projects in line with project plan requirements and completion of all non-provisional projects.
8	Update asset information including capitalisation of assets in Conquest and undertake bridge asset revaluation.	6.1	Infrastructure Services	Capitalisation of assets and recording in Conquest and GIS, prior to finalisation of 2019-20 statutory reporting.	Capitalisation of assets and recording in Conquest and GIS for 2020-21 financial year.	Capitalisation of assets and recording in Conquest and GIS for 2020-21 financial year.	Capitalisation of assets and recording in Conquest and GIS for 2020-21 financial year.	Capitalisation of assets prior to finalisation of 2019-20 statutory reporting.
9	Undertake required proactive footpath defect inspections, parks and recreation asset inspections and condition assessments.	6.1	Infrastructure Services	Undertake required inspections.	Undertake required inspections and comprehensive inspection of playgrounds.	Undertake required inspections.	Undertake required inspections and comprehensive inspection of playgrounds for 2021-22 maintenance schedule.	Meet timeframes set out by Conquest. Annual comprehensive inspection of playgrounds completed by December 31.



## Strategic Plan Future Direction 6

No.	Actions and Tasks	Strategic Plan Reference	Department	Quarterly KPI (30/9)	Quarterly KPI (31/12)	Quarterly KPI (31/3)	Quarterly KPI (30/6)	Performance Target
10	Development of stormwater system improvement plan and present to Council.	6.1	Infrastructure Services	Review Flood and Risk Study documents.	Storm water Improvement plan presented to Council Workshop.	Stormwater improvement plan endorsed by Council.  Prepare project budget items for 2021-22 Capital Works Program.	Nil	Workshop presentation to Council in December quarter.
11	Coordinate reactive and programmed maintenance of building assets.	6.1	Infrastructure Services	Undertake required maintenance.	Undertake required maintenance and fire equipment testing.	Undertake required maintenance.	Undertake required maintenance, fire equipment testing and annual testing and tagging.	Meet timeframes set out by Conquest.
12	Deliver the bridge inspection and maintenance program.	6.1, 6.3	Infrastructure Services	Nil.	Quarterly performance review outcomes reported.  Contractors engaged for maintenance works, and for inspection program.	Quarterly performance review outcomes reported and prepare maintenance budget items for 2021-22.	Quarterly performance review outcomes reported  Maintenance works completed.	Review and document contractor compliance with the contract.
13	Operate Deloraine Swimming Pool and provide support to community swimming pool at Caveside.	6.4, 6.6	Infrastructure Services	Commence review and extension of existing contract.	Contract executed.  Undertake pre-opening inspection and required maintenance.  Open pool 1 December.	Operate pool to 1 March	Report on contract performance.	Document contract extension and contractor performance.
14	Provision of kerbside collection contracts to existing urban areas for waste, recyclables and organics.	6.6	Infrastructure Services	Manage contract.	Manage contract.	Manage contract.	Manage contract.	Supervise and review contract.
15	Provision of landfill, waste transfer stations and resource recovery operations contract.	6.6	Infrastructure Services	Quarterly performance review outcomes reported.	Quarterly performance review outcomes reported.	Quarterly performance review outcomes reported.	Quarterly performance review outcomes reported.	Supervise and review contract.
16	Provision of hard waste collection.	6.6	Infrastructure Services	Nil.	Undertake collection.	Report to Council in Annual Plan review.	Nil.	Report to Council by March 31 on collection results.
17	Operational compliance with Environment Protection Notice for Westbury and Deloraine landfill sites.	6.6	Infrastructure Services	Undertake ground and surface water monitoring.  Annual Report submission to EPA.	Nil.	Undertake ground and surface water monitoring.	Nil.	Complete reporting requirements for EPA in line with license requirements.
18	Review and update User Guides for indoor facilities.	6.4	Infrastructure Services	Nil.	Review and update Guides	Nil.	Nil.	Complete review and distribute guides to user groups.

## **GOVERNANCE 4**

Reference No. 132/2021

### **REMOVAL AND RE-PURPOSING OF RACE DAY STALLS AT THE DELORAINE TURF TRACK**

**AUTHOR:** John Jordan  
GENERAL MANAGER

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#### **1) Recommendation**

***It is recommended that Council:***

1. Approves the removal of the three former race day stalls located at the former Deloraine Turf Track.
2. Approves gifting of one or more race day stalls to the Deloraine District Pony Club, noting the Club will be responsible for transport and re-erection costs.
3. Approves the balance of the race day stalls being offered to community groups for re-purposing. Noting that if no interest is found then disposal to a third party may be considered.

#### **2) Officers Report**

The Deloraine District Pony Club has approached Council (letter of 5 May 2021) with a request to relocate and acquiring some of the redundant race day stalls from the Deloraine Turf Track, and repurposing and reconstructing at the Deloraine Showground.

The Pony Club have indicated a desire to obtain one stall of the three stalls available, plus a component of another.

The stalls are no longer in use and no future use is intended for them given intent to repurpose and renew the former racetrack precinct.

Consequently, rather than allow the stalls to fall into disrepair, disposal of the stalls to the Pony Club is considered an appropriate way for the community to achieve a use out of the stalls.

In respect of removal of the stalls from the site the asbestos once contained at the end of these stalls has been removed and they are now safe for removal.

Given the stalls remain on public land, it is considered appropriate for Council to arrange the dismantling of the stalls. The Pony Club will then organise transport and re-assembly at their cost of the stall they require. The balance of the stalls will be offered to community groups or interested parties (assuming no community group interest) for repurposing.

### **3) Council Strategy and Policy**

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

- Future Direction (5) Innovative leadership and community governance

### **4) Legislation**

Local Government Act (1993)

### **5) Risk Management**

Not applicable

### **6) Government and Agency Consultation**

Not applicable

### **7) Community Consultation**

- Members of the former Deloraine Turf Club were contacted to determine if there was any objection to the removal of the stalls or whether there was any historical relevance that needed to be curated or preserved. There was no objection to their removal and the stalls have no historical significance.
- Lynette Gleeson, President of the Deloraine Agriculture and Pastoral Society Inc. has consented to the erection of the relocated stalls on land currently used by the Pony Club.

## **8) Financial Consideration**

The anticipated cost to dismantle is \$5,000.

## **9) Alternative Recommendations**

Council can approve the recommendation with amendment.

## **10) Voting Requirements**

Simple Majority

## **DECISION:**

## ITEMS FOR CLOSED SECTION OF THE MEETING:

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

### **Voting Requirements**

Absolute Majority

Council moved to Closed Session at x.xxpm

## GOVERNANCE 5 CONFIRMATION OF MINUTES

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

## GOVERNANCE 6 LEAVE OF ABSENCE

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

Council returned to Open Session at x.xxpm

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

The meeting closed at .....

.....

Wayne Johnston

**Mayor**