



Meander Valley Council
Working Together

ORDINARY MINUTES

COUNCIL MEETING

Tuesday 18 January 2022

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Minutes of the Ordinary Meeting of the Meander Valley Council held at the Council Chambers Meeting Room, 26 Lyall Street, Westbury, on Tuesday 18 January 2022 at 3.00pm.

PRESENT

Chairperson Mayor Wayne Johnston, Deputy Mayor Michael Kelly (via Zoom), Councillors Stephanie Cameron (via Zoom), Michal Frydrych, Tanya King, Andrew Sherriff, Rodney Synfield, John Temple (via Zoom) and Deborah White.

APOLOGIES

Nil

IN ATTENDANCE

John Jordan, General Manager
Merrilyn Young, Community Programs Officer
Dino De Paoli, Director Infrastructure Services
Jonathan Harmey, Director Corporate Services
Melissa Lewarn, Director Community Wellbeing
Krista Palfreyman, Director Development & Regulatory Services
Merrilyn Young, Community Programs Officer
Justin Marshall, Team Leader Finance

1/2022 ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Pallitore and Panninher past peoples and the Traditional Owners and Custodians of the land on which we gather today, and pay our respects to Elders past and present. I extend that respect to all Aboriginal and Torres Strait Island peoples here today.

2/2022 CONFIRMATION OF MINUTES

Councillor White moved and Councillor Sherriff seconded, ***“that the minutes of the Ordinary Meeting of Council held on Tuesday 14 December 2021, be received and confirmed.”***

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

3/2022 COUNCIL WORKSHOPS HELD SINCE THE LAST MEETING

Date	Items discussed:
21 December 2021	<ul style="list-style-type: none">• Attraction and Retention Strategy• Proposed Software Upgrades – Councillor Document Access and Agenda Software• Deloraine Recreation Precinct Master Planning• Hadspen Urban Growth Development Shared Road Infrastructure Update

4/2022 ANNOUNCEMENTS BY THE MAYOR

15 December 2021

Ashley Youth Detention Centre Christmas Dinner

18 December 2021

Launceston Carols by Candlelight at Country Club

17 January 2022

Meeting with Minister Richard Colbeck

5/2022 ANNOUNCEMENTS BY COUNCILLORS

6/2022 DECLARATIONS OF INTEREST

13/2022 2021-22 Community Grants and Sponsorship Fund Application Assessments - Round 3 – Councillors Stephanie Cameron and Tanya King.

7/2022 TABLING AND ACTION ON PETITIONS

Nil

8/2022 PUBLIC QUESTION TIME

1. PUBLIC QUESTIONS TAKEN ON NOTICE – DECEMBER 2021

Nil

2. PUBLIC QUESTIONS WITH NOTICE – JANUARY 2022

Nil

3. PUBLIC QUESTIONS WITHOUT NOTICE – JANUARY 2022

Nil

9/2022 COUNCILLOR QUESTION TIME

1. COUNCILLOR QUESTIONS TAKEN ON NOTICE – DECEMBER 2021

Nil

2. COUNCILLOR QUESTIONS WITH NOTICE – JANUARY 2022

Nil

3.1 Cr Deborah White

I have four questions relating to the Annual Plan.

There are some details that I would like to clarify as being included in Council's activities in 2022.

- a) The last paragraph of Item One (Sustained Nat and Built Environment) refers to Council's collaboration with UTAS re responding to the local impacts of Climate Change. When and how is this going to occur?

Response by John Jordan, General Manager:

We will be discussing this further at a March Workshop.

- b) Item 2.4 in the Thriving Economy refers to the Short Walks program. When is the deferred committee meeting scheduled?

Response by Melissa Lewarn, Director Community and Wellbeing:

The meeting is scheduled to be held on 16 February 2022.

- c) Re: Indigenous Australians: there is no mention of the item scheduled for a 2022 workshop on the consideration of a Reconciliation Action plan. Could we be informed as to how and when this item will be included in this year's workshops?

Response by John Jordan, General Manager:

It is not mentioned in the Annual Plan as it post-dates the formation of the Plan. We will look at this as an agenda item for a future workshop.

- d) Youth Affairs; there is no mention of the Youth Forum proposed to take place during Youth Week in April. Could Council be advised of this project when details become available?

Response by John Jordan, General Manager:

It is not mentioned in the Annual Plan as it post-dates the formation of the Annual Plan.

3.2 Cr Stephanie Cameron

Could Council provide an update on the Pump Track development in Alveston Drive.

Response by John Jordan, General Manager:

The pump track contract has been awarded and the contractor is to be on site this week to commence work.

3.3 Mayor Wayne Johnston

Could you inform Council where we are at the with the installation of the light towers at the Deloraine Recreation Ground

Response by John Jordan, General Manager:

We have taken possession of the lights and the poles. We went out to tender for the installation and we didn't get a response from that tender. We are in negotiation with a supplier at the moment to see if they will undertake the works. The main issue is getting a licensed building contractor to undertake the work which is a requirement. The Senior Football Club representatives suggested a firm that could do it but unfortunately it turned out that they didn't hold the required licence. Hopefully in the next 2-4 weeks we will have a response from a licensed contractor and be able to land an installation date.

3.4 Cr John Temple

Is there any update on the proposed prison.

Response by Mayor Wayne Johnston:

Not from my point of view I have had no communication with the State Government apart from an advertisement in the Meander Valley Gazette talking about consultation but I have formally received no information going forward.

Response by John Jordan, General Manager:

I have had a conversation with community engagement officers for the Northern Prison Project. They reached out and asked for some assistance in contacting neighbouring properties to the Ashely Site. They are shortly going to ramp up community consultation and advertising in the Meander Valley Gazette and other publications. They have also asked for the use of Council facilities as a base for consultation. They want to hold a couple of events where the community can come and talk to the project team, so we are negotiating the details in terms of timing and venue.

10/2022 DEPUTATIONS BY MEMBERS OF THE PUBLIC

Nil

11/2022 COUNCIL FINANCIAL REPORT TO 31 DECEMBER 2021

AUTHOR: Justin Marshall
Team Leader Finance

1) Recommendation

It is recommended that Council receive the attached financial report for the period ended 31 December 2021.

DECISION:

Cr King moved and Cr White seconded *“that Council receive the attached financial report for the period ended 31 December 2021.*

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



Meander Valley Council

Working Together

FINANCIAL REPORT TO 31 DECEMBER 2021

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1. Introduction

Council's Financial Report provides an overview of our financial performance for the current financial year. The report compares revenue and expenditure areas actual results against the set budget estimates. The report provides an overview of Council's financial position as at 31 December 2021.

The Operating Statement for the first six months of the financial year is within management's forecasts. Grants & Subsidies revenue is below budget to December, due to the timing of the Financial Assistance Grants allocation and also some Grants anticipated in the Recreation & Culture functional area. Operating Expenditure overall is within budget to December, however expenditure in Infrastructure Services is below budget primarily due to the timing of contract services and consultants. There are other exceptions from Council's budget adopted in July 2021 which are discussed further in the Exception and Trends report.

- Consolidated Operating Statement – This report provides a summary of operational revenue and expenditure for the period to date compared to the annual budget estimates.
- Exceptions and Trends Report – This report contains explanation for material revenue and expenditure variations to budget, as well as an analysis of revenue and expenditure by Council in a number of functional areas.
- Capital Expenditure Reports – These reports provide a list of all approved capital projects with their allocated budget, expenditure carried forward from the previous financial year and current year to date expenditure.
- Rates Revenue Report – This report provides a summary of rates raised for the financial year, interest charged on overdue rates and total rates outstanding as at 31 December 2021.
- Cash & Investment Reconciliation – This report shows Council's total cash balance as at 31 December 2021, including funds held in At Call accounts and Term Deposits. Also included is an adjusted cash balance, taking into account estimated future revenue, expenditure and liabilities.

2. Consolidated Operating Statement - 31 December 2021

	Actual 2022	Budget 2022	% of Budget
Total Council Operations			
Operating Revenue			
Rate Revenue	14,579,201	14,641,800	99.57%
Fees & User Charges	668,845	1,279,500	52.27%
Contributions & Donations	72,669	671,200	10.83%
Interest	215,896	420,700	51.32%
Grants & Subsidies	1,862,008	9,732,100	19.13%
Sale of Assets	-	-	
Other Revenue	358,541	853,700	42.00%
Total Operating Revenue	\$ 17,757,159	\$ 27,599,000	64.34%
Operating Expenditure			
Departments			
Governance	1,179,138	2,522,600	46.74%
Corporate Services	1,011,750	1,995,400	50.70%
Infrastructure Services	1,726,037	4,451,100	38.78%
Works	2,090,560	3,911,700	53.44%
Development & Regulatory Services	1,034,404	2,254,600	45.88%
Maintenance & Working Expenses	\$ 7,041,888	\$ 15,135,400	46.53%
Interest	105,660	248,800	42.47%
Depreciation	2,700,200	5,400,400	50.00%
Payments to Government Authorities	323,663	1,294,700	25.00%
Administration Allocated	-	-	
Other Payments	76,601	250,800	30.54%
Total Operating Expenditure	\$ 10,248,012	\$ 22,330,100	45.89%
Operating Surplus/(Deficit)	\$ 7,509,147	\$ 5,268,900	

3. Exception & Trends Report

This report contains explanations for any material income and expenditure variations to budget for the financial year to date, as well as an analysis of income and expenditure by Council functional area.

REVENUE

Rate Revenue – All Rate Revenue is recognised for the year with only additional rates received on supplementary valuations between now and the financial year end to be included. The rate debtor balances outstanding at 31 December 2021 appears in the Rates Revenue Reconciliation report.

Fees & User Charges – Is within budget expectations for the year to date and is expected to remain within budget by year end.

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

Interest – Is within budget and is expected to remain within budget by year end. Interest rates have improved slightly during the current financial year.

Grants & Subsidies – Is below budget expectations, due primarily to the timing of grant receipts and the prepayment of 50% of the 2021-22 Financial Assistance Grants allocation in 2020-21. This is expected to be within budget by year end.

Other Revenue – Relates primarily to TasWater distributions and is expected to be within budget at year end.

EXPENSES

Departments

Governance	within budget expectations
Corporate Services	within budget expectations
Infrastructure Services	below budget expectations
Works	within budget expectations
Development & Regulatory Services	within budget expectations

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

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

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

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

ANALYSIS BY FUNCTION

Administration

Revenue	\$ 90,089	50.11 %
Expenses	\$ 1,904,186	50.37 %

Revenue is within budget to December, primarily due to the level of property sales related activities including the 337 property certificate fees income being in line with expectations to date.

Administration expenditure is within budget expectations to this point of the year. Expenses for *Development & Regulatory Services* include employee expenses required to prepare the 337 certificates. Expenses for *Governance* include the annual LGAT subscription and contribution to Northern Tasmania Development Corporation. Expenses for *Corporate Services* include annual support fees for Technology One, annual insurance premiums and IT and Workplace Health & Safety consultants' costs.

Roads, Streets and Bridges

Revenue	\$ 838,577	18.41 %
Expenses	\$ 2,799,603	50.35 %

Grants & Subsidies is under budget primarily due to the prepayment of 50% of the 2021-22 Grants Commission allocation in 2020-21. Contributions & Donations budget includes subdivision road assets taken over from developers and is expected to be in line with budget when accounted for at year end.

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

Health, Community and Welfare

Revenue	\$ 4,342,174	91.03 %
Expenses	\$ 3,572,946	41.05 %

Revenue overall is well above budget to date, due to the full recognition of all Waste Management Service Charges and Fire Levies for the year. Contributions & Donations income will increase to be within budget once stormwater infrastructure assets from new subdivisions are recognised and contributions from community cars are accounted for at year end. Interest income includes two quarterly interest payments received from Aged Care Deloraine. A corresponding expense is shown in interest expenses for Council's funds on paid to Tascorp. Grants & Subsidies revenue is funding received for the Meander Valley Short Walks project.

ANALYSIS BY FUNCTION

Expenditure is slightly below budget expectations to this point of the year. *Governance* is below budget primarily due to staff movements in the Business and Economic Recovery and Community Development areas. *Infrastructure* is below budget, primarily due to the timing of tip management fees, street lighting charges and expenditure on the redesign of Meander Valley Road at Hadspen.

Land Use Planning & Building

Revenue	\$ 362,492	63.21 %
Expenses	\$ 710,304	42.82 %

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

Development & Regulatory Services expenditure is slightly below budget to December but is expected to be within budget by year end.

Recreation and Culture

Revenue	\$ 413,918	11.03 %
Expenses	\$ 1,199,934	45.88 %

Revenue is well below budget to December, due to the timing of Grants not yet received. The Grant received to date of \$250,000 is for the Deloraine Pump Track project. Significant grants are yet to be received for the Deloraine Squash Courts, Deloraine Recreation Ground and Bracknell Hall capital projects.

Overall expenditure is slightly below budget. *Infrastructure* expenditure is below budget to December, primarily due to the timing of Swimming Pool management fees and expenditure on Public Halls and Parks & Reserves being less than expected to date.

Unallocated & Unclassified

Revenue	\$ 11,709,910	85.06 %
Expenses	\$ 61,038	530.77 %

Rate Revenue is the general rates component of the rates raised for the year. Interest income is within budget expectations. The first two instalments of Financial Assistance Grants from the State Grants Commission have been received; however this is significantly below budget due to the prepayment of 50% of the 2021-22 Grants allocation in 2020-21. Other Revenue includes distributions received from TasWater for the year to date of \$278,000.

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

4. Capital Project Report

2022 Financial Year

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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
6102 Blackstone Rd - Blackstone Heights	\$0	\$135	\$135	\$10,000	-\$9,865	1.35%
6110 Bridgenorth Rd - Bridgenorth	\$0	\$166,124	\$166,124	\$170,000	-\$3,876	97.72%
6112 Bishopsbourne Rd - Carrick	\$134	\$2,204	\$2,337	\$0	\$2,337	0.00%
6138 Lansdowne Pl - Deloraine 20/21	\$0	\$0	\$0	\$20,000	-\$20,000	0.00%
6176 LRCI Grant Meander Main Rd - Meander 20/21	\$10,416	\$68,628	\$79,044	\$78,100	\$944	101.21%
6245 R2R 2022 Westwood Rd - Westwood	\$0	\$394,834	\$394,834	\$885,000	-\$490,166	44.61%
6259 Railton Rd - Kimberley	\$0	\$37,428	\$37,428	\$78,000	-\$40,572	47.98%
6272 East Barrack St - Deloraine 20/21	\$7,876	\$133,652	\$141,528	\$238,000	-\$96,472	59.47%
6276 Westbury Rd - Prospect: Transport Study Projects	\$0	\$0	\$0	\$388,500	-\$388,500	0.00%
6284 New Footpath Developments - Westbury 15/16	\$0	\$0	\$0	\$30,700	-\$30,700	0.00%
6285 New Footpath Developments - Blackstone 17/18	\$857	\$0	\$857	\$7,000	-\$6,143	12.24%
6288 Westbury Rd - PVP Entrance Roundabout 15/16	\$48,770	\$6,295	\$55,065	\$16,000	\$39,065	344.16%
6354 New Footpath Developments - Carrick	\$0	\$0	\$0	\$90,000	-\$90,000	0.00%
6355 River Reserve Rd - Bracknell	\$0	\$0	\$0	\$20,000	-\$20,000	0.00%
6356 Traffic Calming - Prospect Vale	\$0	\$0	\$0	\$10,000	-\$10,000	0.00%
6358 Westbury Rd, Prospect Vale - Crossing Improvements Vale !	\$0	\$394	\$394	\$15,000	-\$14,606	2.62%
6359 Main St, Hadspen - Wombat Crossing 20/21	\$127	\$1,044	\$1,171	\$30,000	-\$28,829	3.90%
6694 Footpath Renewals - Bracknell, Deloraine, Carrick	\$0	\$0	\$0	\$135,000	-\$135,000	0.00%
201 - Roads and Streets Sub Total	\$68,332	\$914,702	\$983,034	\$2,867,100	-\$1,884,066	34.29%
210 - Bridges						
5211 R2R 2022 Drain Cheshunt Road	\$0	\$2,916	\$2,916	\$200,000	-\$197,084	1.46%
5225 Meander River Main Road Meander	\$0	\$33,262	\$33,262	\$33,300	-\$38	99.89%
5255 R2R 2022 Meander River Selbourne Rd	\$5,105	\$33,608	\$38,713	\$525,750	-\$487,037	7.36%
5361 Mole Creek Den Road	\$0	\$0	\$0	\$30,000	-\$30,000	0.00%
5370 Bradys Creek Tribulet Davies Road	\$0	\$1,135	\$1,135	\$215,000	-\$213,865	0.53%
5409 Un-Named Drain Harveys Road	\$0	\$0	\$0	\$10,000	-\$10,000	0.00%
5448 R2R 2022 Irrigation Channel Cheshunt Road	\$0	\$2,916	\$2,916	\$200,000	-\$197,084	1.46%
210 - Bridges Sub Total	\$5,105	\$73,836	\$78,940	\$1,214,050	-\$1,135,110	6.50%
200 - Roads Streets and Bridges Sub Total	\$73,437	\$988,537	\$1,061,974	\$4,081,150	-\$3,019,176	26.02%

2022 Financial Year

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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>	
Health and Community Welfare							
315 - Cemeteries							
6302	Deloraine Lawn Cemetery Concrete Slabs	\$0	\$5,177	\$5,177	\$5,000	\$177	103.55%
6310	Deloraine Lawn Cemetery Land Purchase 20/21	\$600	\$4,691	\$5,291	\$210,000	-\$204,709	2.52%
6311	Deloraine Lawn Cemetery Landscaping, Access Road & Fenc	\$0	\$8,402	\$8,402	\$20,000	-\$11,598	42.01%
	315 - Cemeteries Sub Total	\$600	\$18,270	\$18,870	\$235,000	-\$216,130	8.03%
316 - Community Amenities							
6529	Carrick Rec Ground - Public Toilets	\$0	\$970	\$970	\$100,000	-\$99,030	0.97%
6530	Egmont Reserve - Public Toilets	\$0	\$6,038	\$6,038	\$6,000	\$38	100.63%
	316 - Community Amenities Sub Total	\$0	\$7,008	\$7,008	\$106,000	-\$98,992	6.61%
321 - Tourism & Area Promotion							
7833	Bass Highway Signage - Westbury	\$0	\$0	\$0	\$50,000	-\$50,000	0.00%
	321 - Tourism & Area Promotion Sub Total	\$0	\$0	\$0	\$50,000	-\$50,000	0.00%
335 - Household Waste							
6602	Westbury Land fill Site - Cell Expansion	\$341,519	\$54,838	\$396,358	\$430,800	-\$34,442	92.01%
6605	Mobile Garbage Bins	\$0	\$0	\$0	\$195,000	-\$195,000	0.00%
6611	Mobile Organics Bins	\$0	\$0	\$0	\$300,000	-\$300,000	0.00%
6616	Landfill Sites Capacity Expansion 20/21	\$1,381	\$0	\$1,381	\$40,000	-\$38,619	3.45%
6617	Cluan Landfill Site Access Road	\$0	\$0	\$0	\$50,000	-\$50,000	0.00%
6618	Landfill Sites Land Purchase	\$0	\$0	\$0	\$250,000	-\$250,000	0.00%
6619	Deloraine Landfill Site Improvements	\$1,881	\$4,648	\$6,529	\$450,000	-\$443,471	1.45%
	335 - Household Waste Sub Total	\$344,781	\$59,486	\$404,267	\$1,715,800	-\$1,311,533	23.56%

2022 Financial Year

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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
525 - Recreation Grounds & Sports Facilities						
7611 Deloraine Rec Ground Precinct Design	\$0	\$11,847	\$11,847	\$100,000	-\$88,154	11.85%
7613 Hadspen Recreation Ground Tennis Court	\$0	\$8,867	\$8,867	\$10,000	-\$1,133	88.67%
7614 Hagley Rec Ground - Building Works	\$200	\$24,880	\$25,081	\$60,000	-\$34,919	41.80%
7616 Deloraine Rec Ground - Ground Upgrades & Lighting	\$57,477	\$238,044	\$295,521	\$625,000	-\$329,479	47.28%
7634 Whitmore Rec Ground - Tennis Courts Drainage	\$0	\$7,902	\$7,902	\$15,000	-\$7,098	52.68%
7665 Hadspen Memorial Centre Extension 20/21	\$334	\$119,209	\$119,543	\$180,000	-\$60,457	66.41%
7671 PVP Development Plan - Future Projects	\$0	\$0	\$0	\$62,500	-\$62,500	0.00%
7678 PVP Ring Road & Main Access	\$0	\$416	\$416	\$20,000	-\$19,584	2.08%
7695 Deloraine Community Complex - Squash Courts 20/21	\$84,373	\$73,989	\$158,362	\$2,000,000	-\$1,841,638	7.92%
7696 Deloraine Pump Track 19/20	\$30,125	\$5,081	\$35,207	\$328,500	-\$293,293	10.72%
525 - Recreation Grounds & Sports Facilities Sub Total	\$172,510	\$490,234	\$662,744	\$3,401,000	-\$2,738,256	19.49%
545 - Sundry Cultural Activities						
7910 MVPAC Little Theatre Heating 20/21	\$2,562	\$391	\$2,953	\$106,000	-\$103,047	2.79%
545 - Sundry Cultural Activities Sub Total	\$2,562	\$391	\$2,953	\$106,000	-\$103,047	2.79%
565 - Parks and Reserves						
8002 Deloraine Steel Arch Footbridge	\$0	\$673	\$673	\$345,000	-\$344,327	0.20%
8023 Las Vegas Drive Reserve - Playground Renewal	\$0	\$58,669	\$58,669	\$210,000	-\$151,331	27.94%
8053 Blackstone Park - Sale of Public Land 16/17	\$10,852	\$0	\$10,852	\$0	\$10,852	0.00%
8071 Willow Lane Reserve - Playground Renewal	\$0	\$12,247	\$12,247	\$30,000	-\$17,753	40.82%
8085 Bimbimbi Ave, Prospect - Renew Fitness Equipment	\$0	\$7,833	\$7,833	\$20,000	-\$12,167	39.17%
8099 Poets Place Reserve, Hadspen - Divest Land 18/19	\$190	\$0	\$190	\$5,000	-\$4,810	3.79%
8101 Chris St Reserve, Prospect - Divest Land 18/19	\$59	\$0	\$59	\$5,000	-\$4,941	1.18%
8104 Various Locations Dog Area Improvements 20/21	\$60,236	\$3,560	\$63,796	\$100,000	-\$36,204	63.80%
8105 Pioneer Drive, Mole Creek - Playground Equipment 20/21	\$4,182	\$51,729	\$55,911	\$55,000	\$911	101.66%
565 - Parks and Reserves Sub Total	\$75,519	\$134,713	\$210,232	\$770,000	-\$559,768	27.30%
500 - Recreation and Culture Sub Total	\$359,177	\$678,490	\$1,037,667	\$5,676,000	-\$4,638,333	18.28%

2022 Financial Year

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	<i>Prior Year Expenditure</i>	<i>Current Year Expenditure</i>	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
Unallocated and Unclassified						
625 - Management and Indirect O/Heads						
8803	Minor Plant Purchases	\$0	\$2,739	\$2,739	\$30,000	-\$27,261 9.13%
8819	New Works Depot Design & Construction 20/21	\$6,012	\$1,653	\$7,665	\$1,543,000	-\$1,535,335 0.50%
8821	PVP Works Depot - Shed, Wash Down Bay & Roller Door 20	\$23,813	\$28,399	\$52,211	\$50,000	\$2,211 104.42%
	625 - Management and Indirect O/Heads Sub Total	\$29,825	\$32,790	\$62,615	\$1,623,000	-\$1,560,385 3.86%
655 - Plant Working						
8701	Major Plant Replacements	\$0	\$0	\$0	\$33,000	-\$33,000 0.00%
8736	CSR Ute Replacement (No. 236)	\$0	\$0	\$0	\$26,000	-\$26,000 0.00%
8738	Dual Cab Ute (No.212)	\$0	\$0	\$0	\$26,000	-\$26,000 0.00%
8739	Tractor (No.805)	\$0	\$0	\$0	\$225,000	-\$225,000 0.00%
8741	Mower (No. 625)	\$0	\$22,800	\$22,800	\$35,000	-\$12,200 65.14%
8742	Mower (No. 635)	\$0	\$22,800	\$22,800	\$35,000	-\$12,200 65.14%
8767	New Forklift	\$0	\$0	\$0	\$25,000	-\$25,000 0.00%
8768	New Chipper	\$0	\$0	\$0	\$60,000	-\$60,000 0.00%
8769	New Verti-Drain	\$0	\$14,500	\$14,500	\$35,000	-\$20,500 41.43%
	655 - Plant Working Sub Total	\$0	\$60,100	\$60,100	\$500,000	-\$439,900 12.02%
675 - Other Unallocated Transactions						
8707	Fleet Vehicle Purchases	\$0	\$57,314	\$57,314	\$262,500	-\$205,186 21.83%
	675 - Other Unallocated Transactions Sub Total	\$0	\$57,314	\$57,314	\$262,500	-\$205,186 21.83%
	600 - Unallocated and Unclassified Sub Total	\$29,825	\$150,204	\$180,029	\$2,385,500	-\$2,205,471 7.55%
	Total Capital Project Expenditure	\$815,012	\$2,162,466	\$2,977,478	\$15,589,850	-\$12,612,372 19.10%

5. Capital Resealing Report

2022 Financial Year

06-Jan-2022 20:02:53

	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>	
Roads Streets and Bridges					
201 - Roads and Streets					
5879	Coronea Ct - Hadspen	\$884	\$0	\$884	0.00%
5884	Bowdens Rd - Hadspen	\$751	\$0	\$751	0.00%
5901	Las Vegas Dr - Prospect Vale	\$1,609	\$0	\$1,609	0.00%
5917	Glen Eagles Way - Prospect Vale	\$1,377	\$0	\$1,377	0.00%
5928	St Andrews Circle - Prospect Vale	\$2,568	\$0	\$2,568	0.00%
5941	Pinehurst Ct - Prospect Vale	\$2,262	\$0	\$2,262	0.00%
5946	Buckingham Pl - Prospect Vale	\$1,235	\$0	\$1,235	0.00%
5948	Oakmont Way - Prospect Vale	\$1,255	\$0	\$1,255	0.00%
5954	Sherwood Cl - Prospect Vale	\$1,581	\$0	\$1,581	0.00%
5978	Franklin St - Westbury	\$57	\$0	\$57	0.00%
6110	Bridgenorth Rd - Bridgenorth	\$8,293	\$0	\$8,293	0.00%
6112	Bishopsbourne Rd - Carrick	\$1,613	\$0	\$1,613	0.00%
6177	Cheshunt Rd - Meander	\$43,442	\$0	\$43,442	0.00%
6185	Union Bridge Rd - Mole Creek	\$28,694	\$0	\$28,694	0.00%
6194	Railton Main Road - Moltema	\$810	\$0	\$810	0.00%
6195	Gannons Hill Rd - Moltema	\$602	\$0	\$602	0.00%
6198	Osmaston Rd - Osmaston	\$14,758	\$0	\$14,758	0.00%
6259	Railton Rd - Kimberley	\$28	\$0	\$28	0.00%
6299	Reseals General Budget Allocation	\$0	\$1,548,900	-\$1,548,900	0.00%
	201 - Roads and Streets Sub Total	\$111,817	\$1,548,900	-\$1,437,083	7.22%
	Capital Resealing Projects Total	\$111,817	\$1,548,900	-\$1,437,083	7.22%

6. Capital Gravelling Report

2022 Financial Year

06-Jan-2022 20:02:20

	<i>Total Expenditure</i>	<i>Total Budget</i>	<i>Variance Amount</i>	<i>Percentage of Total Budget</i>
Roads Streets and Bridges				
201 - Roads and Streets				
5539 West Goderich St - Deloraine	\$4,940	\$0	\$4,940	0.00%
5565 Mitchelsons Rd - Emu Plains	\$967	\$0	\$967	0.00%
5582 Mitchells - High Plains	\$25,200	\$0	\$25,200	0.00%
5602 Old Gads Hill Rd - Liena	\$32,904	\$0	\$32,904	0.00%
5621 East Meander Rd - Meander	\$18,391	\$0	\$18,391	0.00%
5658 Wattle Drive - Reedy Marsh	\$17	\$0	\$17	0.00%
5677 Morrison St - Kimberley	\$10,581	\$0	\$10,581	0.00%
5723 Five Acre Row - Westbury	\$34	\$0	\$34	0.00%
5799 Gravel Resheeting General Budget Alloc	\$0	\$327,400	-\$327,400	0.00%
5998 Moriarty Street	\$2,761	\$0	\$2,761	0.00%
6099 Whitchurch Lane - Weetah	\$1,439	\$0	\$1,439	0.00%
6249 Holyman Drive - Prospect Vale	\$1,287	\$0	\$1,287	0.00%
6374 Iona Homestead Lane - Meander	\$4,232	\$0	\$4,232	0.00%
201 - Roads and Streets Sub Total	\$102,753	\$327,400	-\$224,647	31.38%
Capital Gravelling Expenditure Total	\$102,753	\$327,400	-\$224,647	31.38%

7. Rates Revenue Reconciliation - 31 December 2021

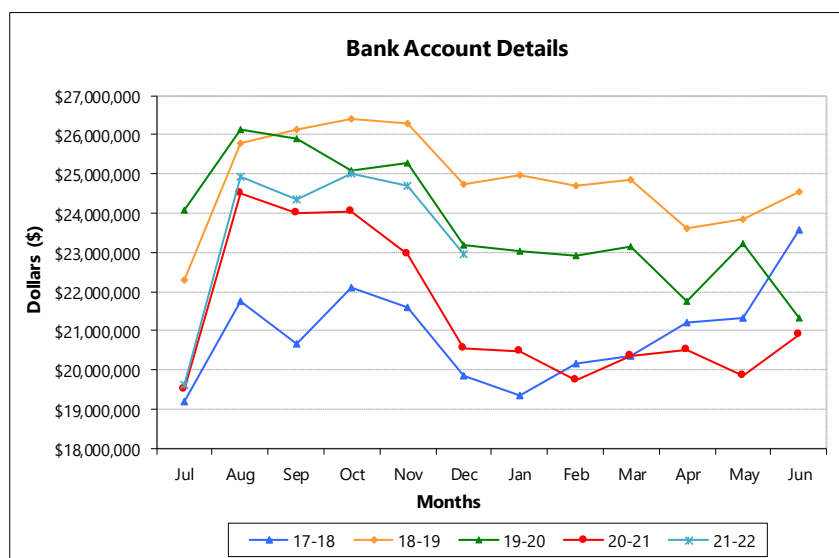
8. Cash & Investment Reconciliation - 31 December 2021

	2021-22	2020-21
Balance Carried Forward from previous Year	\$ 20,910,652	\$ 21,341,304
Add Deposits	\$ 13,590,983	\$ 12,517,002
Less Payments	-\$ 11,539,792	-\$ 13,291,936
Balance as per Bank Account	\$ 22,961,844	\$ 20,566,370

Made up of:	Amount	Interest Rate
Cash at Bank	126,732	0.00%
Westpac Bank Cash Management Account	2,107	0.05%
Commonwealth Bank at Call Account	1,430,916	0.20%
Term Deposits:		
Commonwealth Bank	6,000,000	0.40-0.77%
National Australia Bank	2,000,000	0.50%
Macquarie Bank	1,000,000	0.70%
MyState Financial	5,393,557	0.60-0.80%
Bank of Queensland	1,000,000	0.45%
ME Bank	1,000,000	0.45%
Judo Bank	3,008,532	0.65-0.86%
Bank of Sydney	2,000,000	0.55%
	\$ 22,961,844	

Less expenditure commitments:	
2022 Operating expenditure outstanding	-9,381,888
2022 Capital expenditure outstanding	-14,282,930
Add assets:	
2022 Operating income outstanding	9,841,841
2022 Estimated rate debtors outstanding	5,501,281
Part 5 agreement amounts receivable	913,720
2021 Audited Loans receivable	3,762,000
Less liabilities:	
2021 Audited Tip rehabilitation	-5,754,824
2021 Audited Employee leave provisions	-1,573,295
2021 Audited Loans payable	-3,600,000

Adjusted Cash Balance **\$ 8,387,749**



12/2022 COUNCIL AUDIT PANEL: RECEIPT OF MEETING MINUTES

AUTHOR: Jonathan Harmey
Director Corporate Services

1) Recommendation

It is recommended that Council receive the minutes of the Audit Panel meeting held on 14 December 2021.

DECISION:

Cr King moved and Cr Kelly seconded *“that Council receive the minutes of the Audit Panel meeting held on 14 December 2021.*

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

13/2022 2021-22 COMMUNITY GRANTS AND SPONSORSHIP FUND APPLICATION ASSESSMENTS - ROUND 3

Councillors Stephanie Cameron and Tanya King left the meeting at 3.19pm

AUTHOR: Nate Austen
Community Programs Officer

1) Recommendation

It is recommended that Council:

- 1. Notes the recommendations of the Community Grants Committee;***
- 2. Approves community grants for 2021-22 Round 3, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:***

Community Grants		
Organisation	Project	Grant Recommended
Arts Deloraine	Coordinated ARTS Community	\$750
Chudleigh Agricultural and Horticultural Society	Kid Friendly Zone – Chudleigh Show	*\$3,000
Deloraine Pony Club	Kitchen Upgrade	*\$3,000
Mole Creek Progress Association	Community PA system	\$1,479
Mole Creek Caving Club	Cave Rescue Equipment	\$3,000
Australian Italian Club – Tennis Club	Tennis Court Lighting	\$3,000
Sub-total		\$14,229
*Recommend an allocation of up to \$3,000 with payment provisional on supply of confirmed updated budget.		

- 3. Approves sponsorship donations for individuals and organisations for 2021-22 Round 3, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:***

Organisation	Project	Grant Recommended
Westbury Bowls Club	Meander Valley representation Municipal Bowls Championship	*\$150
Name	Event	Grant Recommended
Russell Murray	Veterans Cricket Australian Championships	\$150
Total		\$300
*Recommend allocation upon confirmation of event detail and receipt of entry payments.		

4. Approves council fee reimbursement grants for 2021-22 Round 3, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:

Council Fee Reimbursement Grants		
Organisation	Project	Grant Recommended
Westbury Men's Shed	Change of Use	\$710
Westbury Preservation Association	Solar Install	\$270
Sub-total		\$980

DECISION:

Cr Synfield moved and Cr White seconded **that Council:**

- 1. Notes the recommendations of the Community Grants Committee;**
- 2. Approves community grants for 2021-22 Round 3, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:**

Community Grants		
Organisation	Project	Grant Recommended
Arts Deloraine	Coordinated ARTS Community	\$750
	Kid Friendly Zone – Chudleigh Show	*\$3,000
Deloraine Pony Club	Kitchen Upgrade	*\$3,000

Mole Creek Progress Association	Community PA system	\$1,479
Mole Creek Caving Club	Cave Rescue Equipment	\$3,000
Australian Italian Club – Tennis Club	Tennis Court Lighting	\$3,000
Sub-total		\$14,229
*Recommend an allocation of up to \$3,000 with payment provisional on supply of confirmed updated budget.		

3. Approves sponsorship donations for individuals and organisations for 2021-22 Round 3, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:

Organisation	Project	Grant Recommended
Westbury Bowls Club	Meander Valley representation Municipal Bowls Championship	*\$150
Name	Event	Grant Recommended
Russell Murray	Veterans Cricket Australian Championships	
Total		\$300
*Recommend allocation upon confirmation of event detail and receipt of entry payments.		

4. Approves council fee reimbursement grants for 2021-22 Round 3, in accordance with Policy No. 82 Community Grants and Sponsorship Fund, as follows:

Council Fee Reimbursement Grants		
Organisation	Project	Grant Recommended
Westbury Men's Shed	Change of Use	\$710
Westbury Preservation Association	Solar Install	\$270
Sub-total		\$980

The motion was declared CARRIED with Councillors Frydrych, Johnston, Kelly, Sherriff, Synfield, Temple and White voting for the motion.

Councillors Stephanie Cameron and Tanya King and Cameron returned to the meeting at 3.36pm

14/2022 ANNUAL PLAN –

AUTHOR: Jacqui Parker
Manager, Governance and Performance

1) Recommendation

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

DECISION:

Cr White moved and Cr Sherriff seconded ***that Council receives and notes the Annual Plan report for the December 2021 quarter, as attached.***

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



Meander Valley Council
Working Together

Annual Plan 2021-22

December Quarter



1. A sustainable natural and built environment

Operational Activity		Department Lead
1.1, 1.2	Implement the new Tasmanian Planning Scheme - State Planning Provisions and the Meander Valley Local Provisions Schedule. Dec 2021: Achieved <ul style="list-style-type: none"> All planning applications now assessed under Tasmanian Planning Scheme – Meander Valley. 	Development & Regulatory Services
1.1, 1.2, 1.3	Progress regional land use planning in conjunction with neighbouring councils. Dec 2021: Progressing <ul style="list-style-type: none"> Council continues to work with other northern councils in the regional land use planning forum to achieve coordinated amendments. A <i>Northern Tasmania Residential Demand & Supply Study</i> tender was released in Q2. This will provide an evidence-based assessment of demand for housing in the Northern region and support RLUS amendments. Tenders are being assessed with a preferred consultant to be appointed early in Q3. 	Development & Regulatory Services
1.1, 1.2, 1.3	Support the review of the Prospect Vale - Blackstone Heights Structure Plan. Dec 2021: Progressing <ul style="list-style-type: none"> In progress with a focus on managing Harrison and Country Club amendments and the review of the Structure Plan in relation to landscape management. Resulting documentation has been provided to the Tasmanian Planning Commission and awaiting decision. 	
1.1, 1.2, 1.3	Process planning applications in accordance with delegated authority and statutory timeframes. Dec 2021: Achieved <ul style="list-style-type: none"> 91 planning applications were received in Q2. 100% of planning applications were determined in accordance with delegated authority and within statutory timeframes or within agreed extension of time. 	
1.5	Ensure environmental health monitoring is compliant and incidents effectively managed. Dec 2021: Achieved <ul style="list-style-type: none"> Recreational water sampling to commence 1 December. 16 samples were taken during this period and no advisory or warning signage required. 	
1.4,1.5	Progress the Meander Valley Council Waste Management Strategy. Dec 2021: Achieved <ul style="list-style-type: none"> The Kerbside Collection contract was awarded to JJ Richards & Sons for a contract period of seven years. The new cell at Cluan has opened for public and kerbside waste disposal. New Environmental Permit Notice for Cluan Landfill to be finalised in Q3. Design work for the upgrade of Deloraine waste transfer station is progressing. 	Infrastructure

1.4, 1.5	<p>Manage the Westbury Town Common in line with the Management Plan.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> Routine mowing, slashing and other maintenance operations undertaken 	Works
1.3,1.4, 1.6	<p>Participate in the Tamar Estuary and Esk Rivers Program (NRM North)</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> NRM North consulted regarding input into NRM Strategy relevant to the Meander Valley municipality. Tamar Estuary and Esk Rivers Program forms a key part of this strategy. 	Community Wellbeing & Lifestyle and Development & Regulatory Services
1.1, 1.2, 1.3	<p>Collaborate through regional and state initiatives to understand and respond to the local impacts of climate change.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> Council to consider partnering with NRM North to address climate change issues within the municipality (particularly asset management). Discussions to continue in Q3. Participation in northern regional collaboration coordinated by University of Tasmania, focusing on climate change planning (mitigation and adaptation). 	

2. A thriving local economy

Operational Activity		Department Lead
2.1, 2.2	Work with State Development to renew and release regional prospectus. Dec 2021: Pending <ul style="list-style-type: none"> Draft prospectus submitted and remains with Department of State Development. 	Community Wellbeing & Lifestyle
2.1, 2.3, 2.4, 2.5	Deliver a new economic development and business support strategy. Dec 2021: Pending <ul style="list-style-type: none"> No action due to vacancy of Manager, Economy, Business and Tourism role. Consideration will be given to outsourcing this work in Q3/Q4. 	
2.1, 2.4, 2.5	Deliver business information forums covering key economic indicators and major issues. Dec 2021: Pending <ul style="list-style-type: none"> Meander Valley local government area specific information prepared by Manager, Economy, Business & Tourism role. Business information session to be rescheduled to Q3, subject to COVID. 	
2.1, 2.2, 2.3, 2.4, 2.5	Develop an incentives program to support business relocation and growth in Meander Valley. Dec 2021: Pending <ul style="list-style-type: none"> Pending delivery of the pre-requisite economic development and business support strategy. 	
2.1, 2.3, 2.4, 2.5	Lobby for increased and accelerated regional infrastructure investment to sustain growth. Dec 2021: Achieved <ul style="list-style-type: none"> Meander Valley Council priority projects included in regional priority projects prospectus coordinated through NTDC. GM participated in meetings with local elected representatives and candidates for Labor and Liberal National Party. Concept design for renewal of Deloraine Racetrack precinct delivered by ARTAS to support funding pitches. 	Community Wellbeing & Lifestyle and Governance
2.4	Deliver year one milestones for the short walks project. Dec 2021: Progressing <ul style="list-style-type: none"> Established community steering committee and engaged project manager at Visit Northern Tasmania (VNT) to undertake a trail infrastructure and facilities audit. Council to advertise for a new project manager following VNT engagement, to deliver final milestones exploring feasibility of a visitor walking experience centre. 	Community Wellbeing & Lifestyle
2.1, 2.2	Develop and cost a branding and marketing strategy to support promotion of Meander Valley as a lifestyle, tourism and investment destination. Dec 2021: Pending <ul style="list-style-type: none"> Deferred due to vacancy of Manager, Economy, Business and Tourism role and delivery of the economic development and business support strategy. 	

2.1, 2.2, 2.3, 2.4, 2.5	<p>Progress feasibility assessment and financial model to achieve bioenergy / biowaste facility in Meander Valley.</p> <p>Dec 2021: Pending</p> <ul style="list-style-type: none"> • Draft prospectus prepared in Q1 to support industry consultation. • Project potential included as regional priority project by NTDC ahead of upcoming federal election. • Discussion with elected members scheduled for upcoming Workshop early in 2022. 	Infrastructure
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3. Vibrant and engaged communities

Operational Activity		Department Lead
3.1, 3.2, 3.3, 3.4,3.5, 4.1	<p>Complete consultation and drafting of the Community Strategic Plan.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> Council planned to bring forward the CSP for review in early 2022. However, it was determined to keep to the original 2024 timeline and undertake “grass roots” community engagement in Q3. 	Community Wellbeing & Lifestyle
3.1, 3.2, 3.3, 3.4,3.5, 4.1	<p>Review and update Council’s community program.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> Considerable work has been done to review and update Council’s community program which involved consultation with key staff and stakeholders. An initial program plan was developed and work is underway to develop a high-level strategic plan focusing on key areas of delivery and resources required to achieve milestones, with delivery expected in Q3. 	
3.1, 3.2, 3.4 4.1	<p>Deliver the grants and sponsorship program to enable community initiatives.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> Council’s provided \$25,591 to a total of 11 of recipients through its Grants and Sponsorship Fund in Q2. Post funding follow-ups with successful grantees included provision of sponsorship logos, and in-kind equipment support such as marquees and PAs. Consultation with recipients is ongoing as projects progress and Council receives engagement around Round 3 funding opportunities. 	
3.4, 4.1	<p>Deliver online and print versions of the Valley News.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> Digital edition of Valley News delivered to 263 subscribers in November 2021, featuring a mixture of dynamic community news, information about Council projects, and engaging content relevant to Council’s regulatory role. 	Governance
3.1, 3.2, 3.4 4.1	<p>Deliver Council events program including the Australia Day awards and quarterly citizenship ceremonies.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> Successful Citizenship Ceremony on 23 November at Westbury Function Centre. This was the first time Council used the function centre for this purpose and it proved ideal. Around 60 people attended, with the Mayor conferring 22 new Australian citizenships. 	Community Wellbeing & Lifestyle
3.4, 4.1	<p>Develop a volunteer framework to promote and support volunteering in the community.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> This is one of the key focus areas for the new program going forward. The Community Programs Officer has spent considerable time working with Volunteering Tasmania to investigate co-design options and will develop this work further in Q3. 	

3.1,3.2,3.4	<p>Implement measures to acknowledge Indigenous Australians.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • Council's first Indigenous Recognition policy was adopted at the December 2021 Ordinary Meeting. 	Governance and Community Wellbeing & Lifestyle
3.1, 3.5	<p>Collaborate to support young people in the community.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • Community Programs continue to stay aligned with youth activity and youth service providers within the region. In Q2, energy focused on supporting development of innovative local initiatives, including inclusion programs for young people with disabilities. Council supported Project You(th) to attend Deloraine Show to promote the program and raise funds for ongoing delivery of their activities. 	Community Wellbeing & Lifestyle
3.3, 3.4	<p>Collaborate with not for profit and volunteer groups to support wellbeing and life-long learning across the community.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • While some initial discussions have been undertaken, Council will engage further with groups in Q3 to develop a needs analysis for volunteering in the community. This work will also explore the establishment of a volunteering network and a Council staff volunteering program. 	

4. A healthy and safe community

Operational Activity		Department Lead
4.1	<p>Progress delivery of new community facilities including Bracknell Memorial Hall, Deloraine Squash Courts and Deloraine AFL lighting Upgrade.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • Planning permits received for Bracknell Hall and Squash projects. • Building approval in progress for Bracknell hall project. • Council received delivery of Deloraine AFL pole and lights, with procurement of contractor in progress, to commence installation in 2022. 	Infrastructure
4.1,4.2	<p>Deliver planned and reactive maintenance of community facilities to ensure safe, well used facilities.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • Updated Evacuation Plans have been lodged for facilities. • Installation of a safety access ramp completed at Deloraine Community Complex north-west entry to stadium. 	
4.4	<p>Review and test the municipal emergency management and social recovery functions of Council in line with legislation.</p> <p>Dec 2021: Pending</p> <ul style="list-style-type: none"> • The emergency training exercise was postponed by Red Cross from December 2021 until Q3. 	
4.4	<p>Support the operation of the Meander Valley SES unit through ongoing management of the Memorandum of Understanding (MoU).</p> <p>Dec 2021: Pending</p> <ul style="list-style-type: none"> • Awaiting comments from SES on amended MOU. 	
4.1, 1.5	<p>Manage public health risk through monitoring and sampling of recreational water.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • 29 pool/spa samples taken, 9 private water suppliers sampled and 1 water carter inspection. 	Development & Regulatory Services
4.1, 4.3	<p>Promote safe food practices; ensure inspection and registration of food premises in accordance with the Food Act 2003.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • 56 food premises inspected and 4 new food businesses registered. 	
4.1, 4.3	<p>Coordinate the school based immunisation as part of the National Immunisation Program.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • 36 immunisations administered in the final round for 2021 program. 	
4.3	<p>Complete a review of dog management policy and practice.</p> <p>Dec 2021: Pending</p> <ul style="list-style-type: none"> • Review to commence in Q3. 	

4.3	<p>Complete annual fire abatement inspections and investigate complaints.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • 26 Customer service requests for fire hazards/overgrown properties reported and investigated. No fire abatement notices issued. 	Development & Regulatory Services
4.3	<p>Investigate incidents and complaints regarding animal control.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • 13 Customer service requests for dogs at large, and 1 for livestock at large reported and investigated, 3 dog attacks investigated and 10 barking complaints investigated. 	
4.1, 6.4	<p>Renew operating contract for the Deloraine Swimming Pool and enable continuing community management of the Caveside Pool.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • The Deloraine Swimming Pool facility management contract was awarded to Aquatic Management Services and will run until 2023. The pool re-opened for the 2021-22 summer season on 1 December 2021. • The Caveside swimming pool re-opened for the 2021-22 summer season on 14 December 2021 following the installation of pool safety equipment as recommended by Royal Life Saving Society Australia. 	Infrastructure
6.4	<p>Review and update booking processes and user guides for indoor facilities.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • The preferred online booking system to manage bookings across a 12 month period is currently being trialed by regular users of the Deloraine Community Complex. • Improvements to Council's Hire Agreement Forms are in progress. 	

5. Innovative leadership and community governance

Operational Activity		Department Lead
5.1, 5.6	<p>Negotiate and renew Council's Enterprise Agreement.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> Staff were notified of the upcoming Enterprise Agreement negotiation process during Q2. The established timeline for this process will see internal consultation commence within Q3. This round of negotiations will incorporate a significant overhaul of agreed conditions, with a focus on achieving fair, efficient and effective terms that address existing labour market conditions and support Council's status as an Employer of Choice. This process is on track for finalisation within the financial year, as per agreed timeframes. 	Governance
5.1, 5.6	<p>Deliver Annual Plan, Annual Report and Annual General Meeting.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> Council's Annual Report (2020-21) reflected on the many successes and challenges of the last financial year. The report was published to high professional standards in both design and content. Our future-facing 2021-22 Annual Plan was refurbished to more succinct and contemporary business standards. Council endorsed the Plan at its October 2021 meeting. The Annual Report was tabled at our Annual General Meeting conducted in December 2021. 	
5.1, 5.2, 5.6	<p>Develop 2022-23 budget including a review of long-term financial review and forward estimates to align with renewal of the Community Strategic Plan.</p> <p>Dec 2021: Pending</p> <ul style="list-style-type: none"> No actions required in Q2. 	Corporate Services
5.4, 5.6	<p>Complete a workplace culture "health check" and review measures to promote and maintain a healthy and positive workplace.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> Discussions with consultants underway. Project expected to commence February 2022. 	
5.1, 5.3, 5.6	<p>Renew the Customer Service Charter and a roadmap to refine systems, reporting and processes to enhance customer outcomes.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> Finalised recruitment of a new role in Business Improvement designed to support a full review of Council's customer service standards and identify process and technology upgrades needed to identify opportunities that enhance Council's customer service experience. Work and consultation commenced for an enhanced customer focus for Council Meetings, through redesign and content of Meeting Agendas, Minutes, and associated web updates and Fact Sheets. 	Governance

5.1, 5.2	<p>Develop a digital transformation and modernisation of services roadmap.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • A Request for Tender for digital transformation of Council's information communication systems was progressed and is now approved for release early in Q3. 	Governance
5.3, 5.5	<p>Develop a communication strategy and implement measures to enhance community information and engagement.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • 798 residents submitted information or accessed Council's services online in Q2. This reflects Council's increasing adoption of online forms (change of address, dog registration, hard waste registration, community engagement, etc.) • Council's Facebook reach was 22,380, reflecting an increase of 68.7% in Q3. There are now 2,800 total page followers. • Strategy to be finalised by the conclusion of the financial year. 	Governance and Community Wellbeing & Lifestyle
5.4	<p>Refresh and promote "Good Governance" program for staff and councillors.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • All new employees engaged in focus sessions addressing matters of integrity, fraud prevention and good ethics in decision-making. 	Governance
5.1, 5.2, 5.6	<p>Renew workplace health and safety systems and implement measures to monitor compliance and achieve a 'zero harm' culture.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • Draft WHS framework developed for adoption and aspects being field tested in Works Department. 	Corporate Services
5.1, 5.2, 5.6	<p>Renew the risk management framework and review risks and mitigations.</p> <p>Dec 2021: Pending</p> <ul style="list-style-type: none"> • Following consideration of Council's resources and commitments over the coming year, and considering the need for specialised expertise in evaluating corporate risk over a short but routine timeframe, it was determined that Council's Risk Register will be externally reviewed and updated at least annually. • Work to engage and progress this agenda will commence in Q3. 	Governance
5.1, 5.2, 5.6	<p>Progress planning and procurement to upgrade Council's Enterprise Resource Planning (ERP) Systems.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> • Draft ERP request for proposal (RFP) document completed and approved to release to market in Q3 (January 2022). 	Corporate Services

5.1, 5.2,5.6	<p>Plan and progressively upgrade operating systems to support contemporary software and service delivery solutions.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • Draft Enterprise Resource Planning Request for Tender completed. 	Corporate Services
5.4, 5.5, 5.6	<p>Introduce contemporary software solutions to better support Council Meetings, record keeping and public information.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> • Procured new software for implementation in Q3. During this period, the Governance team will consult on and deliver a more efficient and higher quality meeting governance system for Council Meetings (DocAssembler and Docs on Tap), with a view to further rollout in other business areas. 	Governance

6. Planned infrastructure services

Operational Activity	Department Lead	
6.1, 6.4	Complete proactive inspections of footpaths, parks and recreation assets and rail interfaces. Dec 2021: Progressing <ul style="list-style-type: none"> Scheduled asset category inspections completed (8 of 15). There are 5 category inspections due in Q3. 	Infrastructure
5.2, 6.1, 6.3, 6.6	Update asset information and road asset re-valuation data. Dec 2021: Progressing <ul style="list-style-type: none"> Commenced 2021-22 capital project and subdivision capitalisation. Commenced review of seal and pavement unit rates and pavement construction methodology. Road condition data capture is programmed for Q3. Footpath condition assessments are programmed for Q3. 	
5.2, 6.1, 6.3, 6.4, 6.6	Review Strategic Asset Management and Asset Management Plans. Dec 2021: Pending <ul style="list-style-type: none"> Amendments to management plans to be completed in Q4. 	
6.1, 6.3, 6.4, 6.5, 6.6	Deliver capital work projects in line with the 2021-22 programs. Dec 2021: Progressing <ul style="list-style-type: none"> Delivered 18 projects to completion (16%), 13 projects currently under construction (12%). 109 projects in total currently in the capital works program. 	Infrastructure and Works
	Plan the 2022-23 Capital Works and Forward Works programs. Dec 2021: Progressing <ul style="list-style-type: none"> Draft Forward Works Program configured for 2022-23. Proposed projects are being reviewed and assessed for inclusion in the program and for further costing and scoping. 	
6.2, 6.3	Deliver the Hadspen Meander Valley Road intersection upgrades design and procurement documentation. Dec 2021: Progressing <ul style="list-style-type: none"> Detailed design in progress: developer contribution negotiations 	Infrastructure
6.1, 6.3	Deliver the bridge inspection and maintenance program. Dec 2021: Progressing <ul style="list-style-type: none"> Maintenance inspections on Meander River bridges on Westwood Road completed and updated Bridge Management System received from contractor. Maintenance program being informed by Bridge Management System. 	
6.6	Renew the kerbside collection contract for waste, recyclables and organics. Dec 2021: Achieved <ul style="list-style-type: none"> The new kerbside collection contract was awarded to JJ Richards & Sons until 2029. 	

1.4, 1.5, 6.1, 6.6	<p>Commission additional landfill cell capacity at Cluan.</p> <p>Dec 2021: Achieved</p> <ul style="list-style-type: none"> The new cell at Cluan is accepting public and kerbside waste. 	Infrastructure
1.3, 1.4,1.5	<p>Obtain environmental approvals and decommission the existing landfill cell at Deloraine.</p> <p>Dec 2021: Pending</p> <ul style="list-style-type: none"> Pending construction of new waste transfer station facilities at Deloraine. 	
6.6	<p>Progress land acquisition, EPA approvals and design for a new landfill cell at Deloraine.</p> <p>Dec 2021: Pending</p> <ul style="list-style-type: none"> Awaiting formal response from landowner concerning potential acquisition. 	
6.6	<p>Design and construct new waste transfer station at Deloraine.</p> <p>Dec 2021: Progressing</p> <ul style="list-style-type: none"> Council was awarded a \$100,000 grant from the NTWMG towards the development of the new waste transfer station at Deloraine. Council is currently assessing consultant submission for detailed design. 	

ITEMS FOR CLOSED SECTION OF THE MEETING:

Councillor Sherriff moved and Councillor King seconded ***“that pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2015, the meeting is closed to the public to discuss matters that fall within the circumstances prescribed in regulation 15(2) .”***

The motion was declared CARRIED WITH AN ABSOLUTE MAJORITY with Councillors Cameron, Frydrych, Johnston, Kelly, King, Sherriff, Synfield, Temple and White voting for the motion.

Council moved to Closed Session at 3.38 pm.

15/2022 CONFIRMATION OF MINUTES

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

16/2022 LEAVE OF ABSENCE

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

Council returned to Open Session at 3.43pm

The meeting closed at 3.43 pm.

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Wayne Johnston

Mayor