



Meander Valley Council
Working Together

MINUTES

ORDINARY COUNCIL MEETING

Tuesday 11 July 2023

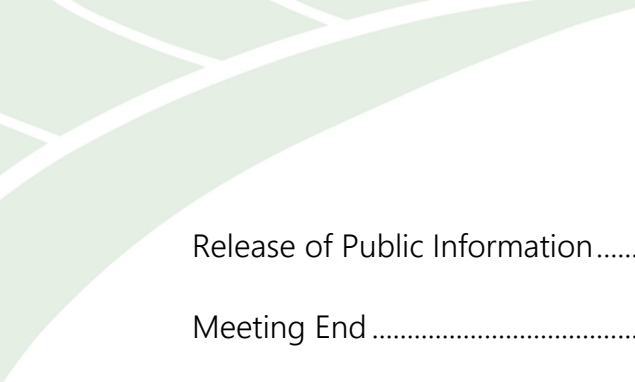
Time 3.00pm

Location Council Chambers
26 Lyall Street
Westbury, Tasmania

Phone (03) 6393 5300

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Meeting Open - Attendance & Apologies

Meeting opened at 3:01 pm.

Chairperson Mayor Wayne Johnston

Councillors present Deputy Mayor Stephanie Cameron
Councillor Lochie Dornauf
Councillor Ben Dudman
Councillor Kevin House
Councillor Michael Kelly
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple

Apologies Nil

Officers present	Jonathan Harmey	Acting General Manager
	Wezley Frankcombe	Manager Governance & Performance (Minute-Taker)
	Dino De Paoli	Director Infrastructure Services
	Matthew Millwood	Director Works
	Krista Palfreyman	Director Development & Regulatory Services
	Justin Marshall	Team Leader Finance

Acknowledgment of Country

The Chairperson acknowledged the Pallitore and Panninher past peoples and the traditional owners and custodians of the land on which we gather for the Council Meeting, paid respects to elders past and present and extended those respects to all Aboriginal and Torres Strait Islander peoples present.

Confirmation of Minutes

Motion Receive and confirm minutes of the last Ordinary Council Meeting held 27 June 2023.

Moved Councillor Ben Dudman

Seconded Councillor Lochie Dornauf

Votes for Mayor Wayne Johnston
Deputy Mayor Stephanie Cameron
Councillor Lochie Dornauf
Councillor Ben Dudman
Councillor Michael Kelly
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple

Votes against Nil

Abstained Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

Motion carried by simple majority

Minute reference: 171/2023

Declarations of Interest

Councillor	Deputy Mayor Cameron
Agenda item	Community Wellbeing
	Community Grants and Sponsorship Fund - Round 1 2023-24
Action	Deputy Mayor Cameron elected to leave Chambers during discussion and voting on the agenda item.

Minute reference: 172/2023

Council Workshop Report

Topics Discussed – 27 June 2023

External Presentation – Dr Mc Queen (Cat Management & Village green petition)

Petition – Westbury Village Green

Digital Transformation Presentation

Local Government Review Submission

Disaster Ready Fund (DRF) Emergency Response Trailer

Waste Disposal Vouchers

Items for Noting

Meander Valley Emergency Service Rescue Unit Annual Report

Deloraine Recreation Precinct – Project Update

Minute reference: 173/2023

Mayor & Councillor Report

Councillor Official Activities and Engagements Since Last Meeting

26 June 2023

Meeting: TasWater General Meeting/Planning and CEO and Constituent Meeting

Attended by:

Mayor Johnston

2 July 2023

Community Event: Together for Yes Event

Attended by:

Cr Dudman

5 July 2023

Meeting: Blackstone Heights Community News AGM

Attended by:

Cr Loader

Community Event: Rotary Club of Westbury Club Assembly

Attended by:

Cr Dudman

6 July 2023

Meeting Westbury Backyard Badicoots

Attended by:

Cr Loader

6 July 2023

Meeting: LGAT Mayors Workshop

Attended by:

Mayor Johnston

10 July 2023

Council Event: Meander Valley Local Government Reform Feedback Session, Prospect

Attended by:

Mayor Johnston

Deputy Mayor Cameron

Cr Loader

Cr Dudman

Cr Temple

Cr Dornauf

Cr Synfield

Cr House

Councillor Announcements & Acknowledgements

Councillor Dudman - Deloraine Football Club

Minute reference: 174/2023

Petitions

Actions on past petitions

Petition Westbury Village Green Heritage Precinct

Pursuant to section 59 *Local Government Act 1993* the petition was considered compliant. The petition dealt with the protection of the heritage and amenity values of the village green westbury and contained a total of 22 signatures. Councils response to the petition is as follows:

The Westbury Village Green Petition was received by Council at its meeting of 9 May 2023. The petition requests *'that Meander Valley Council properly protect the unique amenity and history of the Village Green by declaring the Village Green and all properties directly surrounding it as a Heritage Precinct with appropriate heritage controls within the Meander Valley Planning Scheme. We further request that in the interim an immediate moratorium be placed over the proposed precinct on any development which may affect the heritage values of this precinct.'*

This was petition was discussed at Council Workshop on Tuesday 27 July 2023. Council will investigate the outcomes sought in the petition and will list it for a project in the 2024-25 Annual Plan. This will enable Council to appropriately budget for this project in the 2024-25 financial year and allocate the appropriate resources to this project.

Whilst Council is generally supportive of the idea, an amendment to the Meander Valley Local Provision Schedule is required. A Strategic Town Planner will need to be engaged to lead this project. It is envisaged that community consultation will be undertaken regarding the proposed project seeking community input and feedback. Council will need to investigate appropriate options for any such amendment and follow the process for amending a Local Provision Schedule outlined in the *Land Use Planning and Approvals Act 1993*.

Minute reference: 175/2023

Community Representations

Nil requests received.

Formerly referred to as “deputations”, community representations are an opportunity for community members or groups to request up to three minutes to address Council on a topic of particular interest.

Requests received at least fourteen days prior to a Council Meeting will be considered by the Chairperson. For further information, contact the Office of the General Manager on (03) 6393 5317 or email ogm@mvc.tas.gov.au.

Minute reference: 176/2023

Public Question Time

This Month's Public Questions With Notice

Nil Received

Minute reference: 177/2023

This Month's Public Questions Without Notice

Nil Received

Minute reference: 178/2023

Councillor Question Time

This Month's Councillor Questions With Notice

Nil Received

Minute reference: 179/2023

This Month's Councillor Questions Without Notice

Question 1: *Councillor Lochie Dornauf*

Could council please provide an update on the progress of the Bracknell Town Hall?

Dino De Paoli, Director Infrastructure Services advised that practical completion is due in July and it is expected to be ready for handover on 4 August 2023.

Question 2: *Mayor Wayne Johnston*

Is there an opening ceremony planned for the Bracknell Town Hall?

Dino De Paoli, Director Infrastructure Services advised that the question is taken on notice.

Question 3: *Councillor Lochie Dornauf*

Could we have an update on the squash courts construction?

Dino De Paoli, Director Infrastructure Services advised that the squash court work will commence on the 24 July 2023 and is scheduled for completion June next year.

Question 4: *Councillor Anne-Marie Loader*

Could we please have an update on the Westbury Bicentenary and an update in relation to the signage?

Jonathan Harmey, General Manager advised that Council have workshopped some actions around the Westbury Bicentenary, we have also been working with with a small community group who are planning an event in November and we are working with them and looking forward to that. The Council took an item in the budget for an amount of around \$86,000 to support a number of areas. we have also been working with the Westbury RSL for the corner of Lyall street.

Signage specifically, we are progressing with some signage and in relation to positioning whether that is permanent or temporary, but this has not been finalised. We will bring this back to a council workshop for an official update.

Question 4: *Councillor Anne-Marie Loader*

There used to be a monthly email update that came from Meander Valley Council, it was well received and a great way to get information out to the community and news to communicate quickly, could we explore reinstating this? it wasn't just council sending information out it was a way for community members to send out information

Jonathan Harmey, General Manager advised that council does have a database of relevant stakeholders which was recently used to distribute information about the local government reform sessions, it is still active but I am not sure how utilised it is. The former General Manager set aside a project for a Communications and Engagement Strategy, this has not been commenced but will in the next twelve months, I think that's an appropriate avenue to explore this issue.

Question 4: *Councillor John Temple*

Is there any update on the proposed prison?

Mayor Wayne Johnston, advised that You and all the councillors would have seen the information from myself about the study that was released, being the Economic Impact Assessment that the State Government has put out, this is on the State's website.

Jonathan Harmey, General Manager advised that no correspondence has been received from the State Government in relation to their proposed prison project. The other update noted is that the State are still progressing with a Social Impact Study on their project.

Minute reference: 180/2023

Community Wellbeing

Community Grants and Sponsorship Fund - Round 1 2023-24

Report Author Nate Austen
Community Programs Officer

Authorised by John Jordan
General Manager

Motion

That Council:

1. Notes the recommendations of the Grants and Sponsorship Fund Committee (the Committee) as presented in Attachment 1 titled - *Grant Round 1 2023-24 Grant and Sponsorship Fund – Application Review Summary*.
2. Approves grant and sponsorships as per Attachment 1 titled – *Grant Round 1 2023-24 Grant and Sponsorship Fund – Application Review Summary*, to a total value of \$20,534, with the grant category totals as follows:
 - a. Community Grants equal to \$18,284 (Table 1).
 - b. Townscape Incentive Grant equal to \$1,200 (Table 2).
 - c. Sponsorship Donations equal to \$1,050 (Table 3).

Moved Councillor Anne-Marie Loader

Seconded Councillor Ben Dudman

Votes for Mayor Wayne Johnston
Councillor Lochie Dornauf
Councillor Ben Dudman

Councillor Kevin House
Councillor Michael Kelly
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple

Votes against Nil

Abstained Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

Motion carried by simple majority

Minute reference: 181/2023

Deputy Mayor Stephanie Cameron left the meeting at 3:17 pm.

Deputy Mayor Stephanie Cameron returned to the meeting at 3:24 pm.

11.1.1 Grant Round 1 2023-24 Grants And Sponsorship Fund Committee Application Summary

Grant Round One 2023-24 - Grants and Sponsorship Fund Committee - Application Review Summary

Table 1: Community Grants

Applicant	Purpose	Project Cost	Grant Request	Grant Recommended	Comments
Black Gum Conservation/Wildcare Tasmania	Parkham Project	\$4,114	\$2,000	Nil.	Not Supported. This revegetation project was assessed as not eligible for funding as the private property status of the site leaves it unclear how the project's benefit would remain open to the general community in the long term.
Carrick Community Committee	Gas Water Supply	\$3,410	\$1,700	\$1,700	Supported.
Deloraine Agricultural and Pastoral Society	Portable Bench Seats	\$3,150	\$3,000	\$3,000	Supported. It is recommended that, when complete, Deloraine Agricultural and Pastoral Society manage the bench seats as a community asset available for use by other not for profit organisations in the local community.
Deloraine Creative Studios	Pottery Wheels	\$3,082	\$3,000	\$3,000	Supported. The Deloraine Creative Studios will need to source alternative funding for additional pottery hub projects.

11.1.1 Grant Round 1 2023-24 Grants And Sponsorship Fund Committee Application Summary

Grant Round One 2023-24 - Grants and Sponsorship Fund Committee - Application Review Summary

Applicant	Purpose	Project Cost	Grant Request	Grant Recommended	Comments
Deloraine Dramatic Society	Wizard of Oz – Youth Musical	\$5,800	\$3,000	\$3,000	Supported.
Deloraine Primary School Association	School Community Fair	\$4,000	\$3,000	\$1,000	Supported. Consideration was given to ensure equity with the other application received for school fair support.
Meander Playgroup/ Deloraine House	Meander Playgroup Establishment	\$3,000	\$3,000	\$3,000	Supported.
Westbury Agricultural Society	History Book Project	\$15,029	\$3,000	\$2,584	Supported This project had been presented earlier in the books development and advised to re-submit when publication and printing was achievable. 200 copies of the book can be printed with this funding.
Westbury Primary School Parents and Friends Association	Westbury Primary School Fair	\$10,700	\$2,500	\$1,000	Supported. Consideration was given to ensure equity with the other application received for school fair support.
Sub-Total		\$52,285	\$24,200	\$18,284	

11.1.1 Grant Round 1 2023-24 Grants And Sponsorship Fund Committee Application Summary

Grant Round One 2023-24 - Grants and Sponsorship Fund Committee - Application Review Summary

Table 2: Townscape Incentive Grants

Applicant	Purpose	Project Cost	Grant Request	Grant Recommended	Comments
Cassidy, K & Jones, B.	Archers Folly. Weed eradication/ Landscaping, 8 Church Street, Carrick.	\$2,743	\$1,200	\$1,200	Supported.
Sub-Total		\$2,743	\$1,200	\$1,200	

11.1.1 Grant Round 1 2023-24 Grants And Sponsorship Fund Committee Application Summary

Grant Round One 2023-24 - Grants and Sponsorship Fund Committee - Application Review Summary

Table 3: Sponsorship Donations – Individuals

Applicant	Purpose	Sponsorship Request	Sponsorship Recommended	Comments
Barwich, R.	U/12 Girls Door Dash National Youth Touch Football Championships, Sunshine Coast, QLD.	\$150	\$150	Supported.
Collins, C.	U/18 National Lawn Bowls Championship, Perth, WA.	\$150	\$150	Supported.
Kikoak, L.	15 and Under Australian Rules Football Championships, Ballarat, VIC	\$150	\$150	Supported.
Myers, A.	U/12 Boys Door Dash National Youth Touch Football Championships, Sunshine Coast, QLD.	\$150	\$150	Supported.
Neate, M.	U/16 National Basketball Championships, Perth, WA.	\$150	\$150	Supported.
Sherriff, S.	U/15 Australian Netball Championship, Perth, WA.	\$150	\$150	Supported.
Smedley, I.	U/15 Australian Football National Development Championship, Gold Coast, QLD.	\$150	\$150	Supported.
Round 1 Sponsorship Donation Totals		\$1,050	\$1,050	

Corporate Services

Financial Report to 30 June 2023

Report Author Justin Marshall
Team Leader Finance

Authorised by Jonathan Harmey
Director Corporate Services

Motion That Council receives the financial report for the year ended 30 June 2023 in Attachment 1.

Moved Councillor Ben Dudman

Seconded Councillor Lochie Dornauf

Votes for Mayor Wayne Johnston
Deputy Mayor Stephanie Cameron
Councillor Lochie Dornauf
Councillor Ben Dudman
Councillor Kevin House
Councillor Michael Kelly
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple

Votes against Nil

Abstained Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

Motion carried by simple majority

Minute reference: 182/2023



Meander Valley Council

Working Together

FINANCIAL REPORT TO 30 JUNE 2023

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1. Introduction

Council's Financial Report provides an overview of our financial performance for the 2022-23 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 30 June 2023, which is subject to financial year-end adjustments.

The Operating Statement for the financial year is overall in line with management expectations. Revenue is lower than the budget with several Government Grants outstanding at financial year end, to be received across the roads and recreation areas and are anticipated to be received in the 2023-24 financial year. Grant revenue is also impacted by the timing of Financial Assistance Grant instalments from the Commonwealth Government. It is noted that 100% of the 2023-24 Financial Assistance Grant was prepaid in June 2023, being \$5,426,415 in total.

Operating Expenditure overall is within budget at the end of the financial year, however expenditure in Governance Services, Development & Regulatory and Community Wellbeing departments are below budget primarily due to the timing of one-off projects and vacant staff positions unfilled. Works department expenditure is significantly above budget for the year, primarily due to the remediation costs incurred following the flood event in October. To the end of June 2023, approximately \$2.7m has been expended on flood-related costs, the majority being in the Works department (\$1.9m). The asset category most impacted is Roads and Street assets, at \$1.7m expenditure to date.

There are other exceptions from Council's 2022-23 budget adopted in June 2022 which are discussed further in the Exception and Trends report.

The following information is contained in the Financial Report:

- Consolidated Operating Statement – This report provides a summary of operational revenue and expenditure for the financial year 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 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 30 June 2023.
- Cash & Investment Reconciliation – This report shows Council's total cash balance as at 30 June 2023, 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 - 30 June 2023

	Actual 2023	Budget 2023	% of Budget
Total Council Operations			
Operating Revenue			
Rate Revenue	15,932,599	15,750,400	101.16%
Fees & User Charges	1,535,316	1,482,300	103.58%
Contributions & Donations	187,465	771,700	24.29%
Interest	784,517	595,700	131.70%
Grants & Subsidies	9,963,005	13,320,600	74.79%
Sale of Assets	59,340	-	
Other Revenue	933,584	872,200	107.04%
Total Operating Revenue	\$ 29,395,826	\$ 32,792,900	89.64%
Operating Expenditure			
Departments			
Governance	1,527,956	1,758,768	86.88%
Corporate Services	2,056,312	2,138,800	96.14%
Infrastructure Services	4,872,523	5,160,500	94.42%
Works	6,004,080	4,329,000	138.69%
Development & Regulatory Services	1,997,919	2,461,300	81.17%
Community Wellbeing	782,720	1,314,042	59.57%
Maintenance & Working Expenses	\$ 17,241,510	\$ 17,162,410	100.46%
Interest	211,320	251,700	83.96%
Depreciation	5,918,500	5,918,500	100.00%
Payments to Government Authorities	1,332,800	1,346,300	99.00%
Administration Allocated	-	-	
Other Payments	108,472	250,300	43.34%
Total Operating Expenditure	\$ 24,812,602	\$ 24,929,210	99.53%
Operating Surplus/(Deficit)	\$ 4,583,224	\$ 7,863,690	



3. Exception & Trends Report

This report contains explanations for any material income and expenditure variations to budget for the financial year ended 30 June 2023, 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 supplementary rates being particularly high across the financial year. The rate debtor balances outstanding at 30 June 2023 appears in the Rates Revenue Reconciliation report.

Fees & User Charges – Is within budget expectations for the financial year.

Contributions & Donations – Is well below budget however when new subdivision assets taken over by Council are recognised as part of the financial year end adjustments, this is expected to be significantly over budget.

Interest – Is over budget expectations for the year, primarily due to interest rates on offer from financial institutions increasing significantly during the financial year.

Grants & Subsidies – Is below budget expectations primarily due to several Government Grants outstanding at financial year end, to be received across the roads and recreation areas, now expected during the 2023-24 financial year. Grant revenue is also impacted by the timing of Financial Assistance Grant instalments from the Commonwealth Government. It is noted that 100% of the 2023-24 Financial Assistance Grant was prepaid in June 2023, being \$5,426,415 in total.

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

EXPENSES

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

Interest – The four annual Tascorp loan interest instalments have been paid. This loan was repaid to Tascorp in June 2023. The annual recognition for unwinding of the tip sites rehabilitation provisions will be accounted for as part of year end which has caused this item to be slightly under budget.

Depreciation – Is accurately accounted for as part of year end however a proportionate amount (100%) of the budget has been allocated for the purposes of the Operating Statement.

Payments to Government Authorities – All four of the annual instalments for the Fire Levy have been paid to June.

Other Payments – 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 following the year end adjustments.



ANALYSIS BY FUNCTION

Administration

Revenue	\$ 169,878	94.32 %
Expenses	\$ 3,890,573	92.97 %

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

Administration expenditure is within budget expectations for the year. Expenses for *Development & Regulatory Services* include employee expenses required to prepare the 337 certificates. Expenses for *Governance* include the annual LGAT subscription, contribution to Northern Tasmania Development Corporation, Councillor allowances and reimbursements and the 2022 Local Government Election costs. Expenses for *Corporate Services* include annual support fees for Technology One, annual insurance premiums and IT consultant costs.

Roads, Streets and Bridges

Revenue	\$ 4,682,112	102.85 %
Expenses	\$ 7,859,240	125.80 %

Grants & Subsidies is above budget due to the prepayment of 100% of the 2023-24 Grants Commission allocation in June 2023. Contributions & Donations budget includes subdivision road assets taken over from developers and is expected to be significantly above budget when accounted for as part of year end.

Roads and Streets maintenance expenditure is significantly above budget for the year. To the end of June, approximately \$1.7m has been incurred on remediation works to Council's Road and Street assets, following the flood event in October. This has caused the *Works* Department expenditure to be significantly over budget expectations for the financial year.

Health, Community and Welfare

Revenue	\$ 5,197,593	91.57 %
Expenses	\$ 8,655,134	85.99 %

Revenue overall is slightly below budget for the year. Contributions & Donations income will increase to be above budget once stormwater infrastructure assets from new subdivisions are recognised and contributions from community cars are accounted for as part of year end. Interest income includes the four 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 below budget due to a grant for the Short Walks project not yet received.

Expenditure overall is below budget expectations for the year. *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. *Works* is below budget largely due to expenditure on stormwater maintenance and street cleaning. *Community Wellbeing* is below budget due to staff vacancies and timing of expenditure on the Short Walks project.

Payments to Government Authorities is the State Fire Levy, all four instalments have been paid. Interest Expense is payments to Tascorp as described above however also includes a budget for the accounting transactions of unwinding the liability for Council to rehabilitate tip sites at Cluan and Deloraine, which will be calculated as part of year end.



ANALYSIS BY FUNCTION

Land Use Planning & Building

Revenue	\$ 724,458	111.58 %
Expenses	\$ 1,439,252	83.89 %

Fees and User Charges are development approval and building approval fees which are slightly above budget expectations for the year. Other Revenue includes plumbing surveying services provided to Northern Midlands Council, which is slightly below budget expectations.

Development & Regulatory Services expenditure is below budget for the year primarily due to vacant positions not yet being filled and the timing of expenditure on consultants for specific projects.

Recreation and Culture

Revenue	\$ 2,068,428	29.92 %
Expenses	\$ 2,746,361	101.34 %

Revenue overall is well below budget for the year, primarily due to significant Grant funds not yet received for the Deloraine Squash Courts and Deloraine Recreation Ground capital projects.

Overall expenditure is within budget. *Infrastructure* expenditure is slightly below budget, largely due to expenditure on Public Halls and Parks & Reserves being less than expected. *Works* expenditure is above budget, due to flood remediation work required to Council's parks and reserves.

Unallocated & Unclassified

Revenue	\$ 16,553,357	111.68 %
Expenses	\$ 222,042	N/A

Rate Revenue is the general rates component of the rates raised for the year. Interest income is well above budget expectations due to interest rates on offer from financial institutions increasing significantly during the financial year. The four instalments of 2022-23 Financial Assistance Grants from the State Grants Commission have been received; however Grants revenue is above budget due to the prepayment of 100% of the 2023-24 Financial Assistance Grants allocation in June 2023. Other Revenue includes distributions received from TasWater for the year of \$667,200, as budgeted for.

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 following the year end adjustments.



4. Capital Project Report

2023 Financial Year

03-Jul-2023 03:00:35

Administration

100 - Administration

	<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>
5101 Workstations and Peripherals	\$0	\$34,678	\$34,678	\$31,000	\$3,678	111.86%
5102 Network Infrastructure	\$0	\$31,207	\$31,207	\$80,000	-\$48,793	39.01%
5111 Software and Upgrades	\$0	\$6,270	\$6,270	\$38,200	-\$31,930	16.41%
5115 Conquest Software Upgrade	\$0	\$0	\$0	\$10,500	-\$10,500	0.00%
5119 GIS Aerial Imagery Update	\$0	\$69,019	\$69,019	\$150,000	-\$80,981	46.01%
5133 Core Enterprise Software Replacement 21/22	\$0	\$504	\$504	\$658,000	-\$657,496	0.08%
100 - Administration Sub Total	\$0	\$141,677	\$141,677	\$967,700	-\$826,023	14.64%
100 - Administration Sub Total	\$0	\$141,677	\$141,677	\$967,700	-\$826,023	14.64%

Roads Streets and Bridges

201 - Roads and Streets

5550 Davies Rd - Parkham	\$0	\$28,405	\$28,405	\$28,000	\$405	101.45%
5668 Maloneys Rd - Parkham	\$0	\$24,917	\$24,917	\$24,000	\$917	103.82%
5802 Louisa St - Bracknell 21/22	\$20,226	\$52,837	\$73,064	\$73,000	\$64	100.09%
5817 Church St - Carrick	\$0	\$11,065	\$11,065	\$15,000	-\$3,935	73.77%
5820 Ashburner St - Carrick	\$0	\$69,994	\$69,994	\$164,000	-\$94,006	42.68%
5827 Barrack St East - Deloraine	\$0	\$11,284	\$11,284	\$14,000	-\$2,716	80.60%
5828 Barrack St West - Deloraine 21/22	\$0	\$1,234	\$1,234	\$110,000	-\$108,766	1.12%
5845 Alveston Dr - Deloraine	\$0	\$24,527	\$24,527	\$26,600	-\$2,073	92.21%
5861 West Parade - Deloraine	\$0	\$6,336	\$6,336	\$150,000	-\$143,664	4.22%
5877 Rutherglen Rd - Hadspen 20/21	\$0	\$0	\$0	\$15,000	-\$15,000	0.00%
5894 Country Club Av - Prospect Vale 21/22	\$29,394	\$80,263	\$109,657	\$300,000	-\$190,343	36.55%
5895 Mt Leslie Rd - Prospect Vale	\$0	\$32,668	\$32,668	\$600,000	-\$567,332	5.44%
5896 Westbury Rd - Prospect Vale	\$0	\$0	\$0	\$15,000	-\$15,000	0.00%
5962 William St, Westbury	\$26	\$37,965	\$37,991	\$40,000	-\$2,009	94.98%
5978 Franklin St - Westbury	\$0	\$43,892	\$43,892	\$45,000	-\$1,108	97.54%
5980 Dexter St, Franklin St to William St - Westbury	\$26	\$40,598	\$40,625	\$40,000	\$625	101.56%

12.1.1 Financial Report 30 June 2023



2023 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>
5983 Meander Valley Road, Westbury	\$0	\$0	\$0	\$10,000	-\$10,000	0.00%
5989 Pioneer Drive - Mole Creek	\$0	\$21,193	\$21,193	\$21,000	\$193	100.92%
6102 Blackstone Rd - Blackstone Heights 21/22	\$11,423	\$18,770	\$30,193	\$35,000	-\$4,807	86.27%
6125 Dairy Plains Rd - Western Creek	\$0	\$251,125	\$251,125	\$248,000	\$3,125	101.26%
6194 Railton Main Road - Moltema	\$0	\$0	\$0	\$35,000	-\$35,000	0.00%
6214 R2R 2023 Selbourne Rd - Selbourne	\$0	\$258,010	\$258,010	\$257,000	\$1,010	100.39%
6223 Dynans Bridge Rd - Weegen	\$0	\$21,657	\$21,657	\$450,000	-\$428,343	4.81%
6228 Dexter St - Jones St To Franklin St - Westbury	\$26	\$43,793	\$43,819	\$45,000	-\$1,181	97.38%
6245 R2R 2023 Westwood Rd - Westwood	\$0	\$263,315	\$263,315	\$263,000	\$315	100.12%
6256 East Parade - Deloraine	\$0	\$18,057	\$18,057	\$30,000	-\$11,943	60.19%
6259 Railton Rd - Kimberley 21/22	\$0	\$0	\$0	\$900	-\$900	0.00%
6272 East Barrack St - Deloraine 20/21	\$0	\$85,704	\$85,704	\$112,000	-\$26,296	76.52%
6273 Gulf Rd, Liffey - Landslip Works	\$0	\$29,843	\$29,843	\$0	\$29,843	0.00%
6276 Westbury Rd - Prospect Transport Study Projects	\$0	\$0	\$0	\$500	-\$500	0.00%
6288 Westbury Rd - PVP Entrance Roundabout 15/16	\$59,618	\$5,209	\$64,827	\$66,000	-\$1,173	98.22%
6358 Westbury Rd, Prospect Vale - Crossing Improvements Vale !	\$1,021	\$2,342	\$3,363	\$15,000	-\$11,637	22.42%
6362 R2R 2023 Griffins Rd - Elizabeth Town	\$0	\$68,430	\$68,430	\$75,000	-\$6,570	91.24%
6363 Westwood Rd - Golf Course Area Design	\$0	\$0	\$0	\$10,000	-\$10,000	0.00%
6694 Footpath Renewals - Bracknell, Deloraine, Carrick	\$0	\$0	\$0	\$65,000	-\$65,000	0.00%
6697 Road Rehabilitation Program	\$0	\$0	\$0	\$13,000	-\$13,000	0.00%
201 - Roads and Streets Sub Total	\$121,761	\$1,553,435	\$1,675,196	\$3,411,000	-\$1,735,804	49.11%
210 - Bridges						
5335 R2R 2023 Western Creek Montana Road	\$0	\$340,452	\$340,452	\$338,000	\$2,452	100.73%
5409 Un-Named Drain Harveys Road 21/22	\$0	\$89	\$89	\$25,000	-\$24,911	0.36%
210 - Bridges Sub Total	\$0	\$340,542	\$340,542	\$363,000	-\$22,458	93.81%
200 - Roads Streets and Bridges Sub Total	\$121,761	\$1,893,977	\$2,015,738	\$3,774,000	-\$1,758,262	53.41%

12.1.1 Financial Report 30 June 2023



2023 Financial Year

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Health and Community Welfare

315 - Cemeteries

	<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>
6302 Deloraine Lawn Cemetery Concrete Slabs	\$0	\$4,339	\$4,339	\$5,000	-\$661	86.79%
315 - Cemeteries Sub Total	\$0	\$4,339	\$4,339	\$5,000	-\$661	86.79%

316 - Community Amenities

6516 Deloraine Train Park Toilets	\$0	\$0	\$0	\$10,000	-\$10,000	0.00%
6519 Hadspen Lions Park Toilets	\$0	\$10,366	\$10,366	\$10,000	\$366	103.66%
6529 Carrick Rec Ground - Public Toilets 21/22	\$3,056	\$11,090	\$14,146	\$130,000	-\$115,854	10.88%
316 - Community Amenities Sub Total	\$3,056	\$21,456	\$24,513	\$150,000	-\$125,488	16.34%

321 - Tourism & Area Promotion

7833 Bass Highway Signage - Westbury 21/22	\$0	\$22,238	\$22,238	\$50,000	-\$27,762	44.48%
321 - Tourism & Area Promotion Sub Total	\$0	\$22,238	\$22,238	\$50,000	-\$27,762	44.48%

335 - Household Waste

6602 Westbury Land fill Site - Cell Expansion 21/22	\$0	\$120,345	\$120,345	\$504,100	-\$383,755	23.87%
6605 Mobile Garbage Bins	\$0	\$87,923	\$87,923	\$174,400	-\$86,477	50.41%
6611 Mobile Organics Bins	\$0	\$6,234	\$6,234	\$97,600	-\$91,366	6.39%
6616 Landfill Sites Capacity Expansion 20/21	\$1,381	\$0	\$1,381	\$40,000	-\$38,619	3.45%
6617 Cluan Landfill Site Access Road 21/22	\$0	\$0	\$0	\$50,000	-\$50,000	0.00%
6618 Landfill Sites Land Purchase 21/22	\$0	\$2,439	\$2,439	\$270,000	-\$267,561	0.90%
6619 Deloraine Landfill Site Improvements 21/22	\$27,783	\$81,612	\$109,395	\$450,000	-\$340,605	24.31%
335 - Household Waste Sub Total	\$29,164	\$298,554	\$327,718	\$1,586,100	-\$1,258,382	20.66%

12.1.1 Financial Report 30 June 2023



2023 Financial Year

03-Jul-2023 03:00:35

	<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>
351 - Storm Water Drainage						
6400 Various Locations - Stormwater Improvement Program	\$0	\$10,557	\$10,557	\$9,900	\$657	106.64%
6404 East St, Carrick Stormwater 21/22	\$0	\$103,108	\$103,108	\$114,000	-\$10,892	90.45%
6431 Dexter St, Westbury - Stormwater 21/22	\$1,719	\$93,891	\$95,610	\$106,000	-\$10,390	90.20%
6450 West Parade Deloraine Stormwater 21/22	\$0	\$1,411	\$1,411	\$135,000	-\$133,590	1.04%
6460 Henrietta St Bracknell Stormwater	\$0	\$7,294	\$7,294	\$8,000	-\$706	91.18%
6498 Open Drain Program, Westbury	\$0	\$0	\$0	\$102,500	-\$102,500	0.00%
6866 Jones St, Westbury - Stormwater 21/22	\$7,950	\$54,033	\$61,984	\$100,000	-\$38,016	61.98%
6869 Buell Drive, Prospect Vale - Stormwater	\$0	\$4,443	\$4,443	\$10,000	-\$5,557	44.43%
351 - Storm Water Drainage Sub Total	\$9,669	\$274,738	\$284,407	\$585,400	-\$300,993	48.58%
300 - Health and Community Welfare Sub Total	\$41,889	\$621,325	\$663,215	\$2,376,500	-\$1,713,285	27.91%

Recreation and Culture

505 - Public Halls

7428 Bracknell Hall - Building Replacement 16/17	\$190,174	\$611,874	\$802,048	\$1,235,000	-\$432,952	64.94%
505 - Public Halls Sub Total	\$190,174	\$611,874	\$802,048	\$1,235,000	-\$432,952	64.94%

12.1.1 Financial Report 30 June 2023



2023 Financial Year

03-Jul-2023 03:00:35

	<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 21/22	\$0	\$43,490	\$43,490	\$4,178,000	-\$4,134,511	1.04%
7616 Deloraine Rec Ground - Ground Upgrades & Lighting 21/22	\$341,597	\$267,377	\$608,974	\$656,000	-\$47,026	92.83%
7618 Westbury Sports Ctr - Change Room Upgrade	\$0	\$12,744	\$12,744	\$220,000	-\$207,256	5.79%
7678 PVP Ring Road & Main Access 21/22	\$1,861	\$4,669	\$6,530	\$82,500	-\$75,970	7.92%
7687 PVP Lighting Upgrade	\$0	\$0	\$0	\$10,000	-\$10,000	0.00%
7695 Deloraine Community Complex - Squash Courts 20/21	\$221,803	\$47,900	\$269,703	\$3,700,000	-\$3,430,297	7.29%
7696 Deloraine Pump Track 19/20	\$0	\$61,182	\$61,182	\$60,800	\$382	100.63%
8037 PVP - Ground Fencing & Safety Netting	\$0	\$97,091	\$97,091	\$100,000	-\$2,909	97.09%
525 - Recreation Grounds & Sports Facilities Sub Total	\$565,261	\$534,452	\$1,099,713	\$9,007,300	-\$7,907,587	12.21%
545 - Sundry Cultural Activities						
7910 MVPAC Little Theatre Heating 20/21	\$46,048	\$36,476	\$82,523	\$106,000	-\$23,477	77.85%
545 - Sundry Cultural Activities Sub Total	\$46,048	\$36,476	\$82,523	\$106,000	-\$23,477	77.85%
565 - Parks and Reserves						
8002 Deloraine Steel Arch Footbridge	\$5,092	\$5,609	\$10,701	\$580,000	-\$569,299	1.84%
8019 Westbury Village Green - Playground Renewal	\$59	\$57,336	\$57,394	\$57,000	\$394	100.69%
8023 Las Vegas Drive Reserve - Playground Renewal 21/22	\$78,997	\$141,059	\$220,056	\$210,000	\$10,056	104.79%
8077 Various Locations - BBQ Replacements	\$0	\$19,720	\$19,720	\$20,000	-\$280	98.60%
8099 Poets Place Reserve, Hadspen - Divest Land 18/19	\$190	\$366	\$556	\$5,000	-\$4,444	11.12%
8101 Chris St Reserve, Prospect - Divest Land 18/19	\$59	\$366	\$425	\$5,000	-\$4,575	8.50%
8104 Various Locations Dog Area Improvements 20/21	\$63,796	\$3,156	\$66,952	\$175,000	-\$108,048	38.26%
8107 Wild Wood Reserve Land Purchase	\$0	\$12,820	\$12,820	\$20,000	-\$7,180	64.10%
565 - Parks and Reserves Sub Total	\$148,192	\$240,432	\$388,624	\$1,072,000	-\$683,376	36.25%
500 - Recreation and Culture Sub Total	\$949,675	\$1,423,233	\$2,372,908	\$11,420,300	-\$9,047,392	20.78%

12.1.1 Financial Report 30 June 2023



2023 Financial Year

03-Jul-2023 03:00:35

	<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	\$4,500	\$30,072	\$34,572	\$42,900	-\$8,328 80.59%
8819	New Works Depot Design & Construction 20/21	\$38,040	\$28,326	\$66,365	\$4,543,000	-\$4,476,635 1.46%
	625 - Management and Indirect O/Heads Sub Total	\$42,540	\$58,398	\$100,937	\$4,585,900	-\$4,484,963 2.20%
655 - Plant Working						
8702	Backhoe Replacement (Plant 301)	\$0	\$0	\$0	\$130,000	-\$130,000 0.00%
8712	Mower Replacement (Plant 620)	\$0	\$2,750	\$2,750	\$35,000	-\$32,250 7.86%
8735	Mower Replacement (Plant 615)	\$0	\$2,750	\$2,750	\$35,000	-\$32,250 7.86%
8738	Dual Cab Ute (No.212) 21/22	\$0	\$18,052	\$18,052	\$16,000	\$2,052 112.83%
8744	Depot Utility (No. 200)	\$0	\$0	\$0	\$25,000	-\$25,000 0.00%
8767	New Forklift 21/22	\$0	\$30,467	\$30,467	\$35,000	-\$4,533 87.05%
8768	New Chipper 21/22	\$0	\$0	\$0	\$60,000	-\$60,000 0.00%
8771	Loader Replacement (No. 515)	\$0	\$0	\$0	\$159,000	-\$159,000 0.00%
8772	New Compactor Truck	\$0	\$0	\$0	\$95,000	-\$95,000 0.00%
	655 - Plant Working Sub Total	\$0	\$54,019	\$54,019	\$590,000	-\$535,981 9.16%
675 - Other Unallocated Transactions						
8707	Fleet Vehicle Purchases	\$0	\$62,613	\$62,613	\$166,000	-\$103,387 37.72%
8773	416-418 Westbury Rd, PV - Divest Property	\$0	\$1,806	\$1,806	\$0	\$1,806 0.00%
	675 - Other Unallocated Transactions Sub Total	\$0	\$64,419	\$64,419	\$166,000	-\$101,581 38.81%
	600 - Unallocated and Unclassified Sub Total	\$42,540	\$176,836	\$219,376	\$5,341,900	-\$5,122,524 4.11%
	Total Capital Project Expenditure	\$1,155,865	\$4,257,049	\$5,412,914	\$23,880,400	-\$18,467,486 22.67%



5. Capital Resealing Report

2023 Financial Year

02-Jul-2023 20:06:11

	<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				
5823 Glover Av - Blackstone Heights	\$147,985	\$0	\$147,985	0.00%
5924 Vale St - Prospect Vale	\$153,612	\$0	\$153,612	0.00%
5927 Cheltenham Way - Prospect Vale	\$45,416	\$0	\$45,416	0.00%
5957 Columbus Dr - Blackstone Heights	\$30,062	\$0	\$30,062	0.00%
5962 William St, Westbury	\$78,013	\$0	\$78,013	0.00%
6101 Black Hills Rd - Black Hills	\$142,149	\$0	\$142,149	0.00%
6113 Caveside Rd - Caveside	\$360,956	\$0	\$360,956	0.00%
6153 Glenore Rd - Glenore	\$128,824	\$0	\$128,824	0.00%
6214 R2R 2023 Selbourne Rd - Selbourne	\$78,860	\$0	\$78,860	0.00%
6226 Weetah Rd - Weetah	\$55,551	\$0	\$55,551	0.00%
6299 Reseals General Budget Allocation	\$0	\$1,501,800	-\$1,501,800	0.00%
201 - Roads and Streets Sub Total	\$1,221,428	\$1,501,800	-\$280,372	81.33%
Capital Resealing Expenditure Total	\$1,221,428	\$1,501,800	-\$280,372	81.33%



6. Capital Gravelling Report

2023 Financial Year

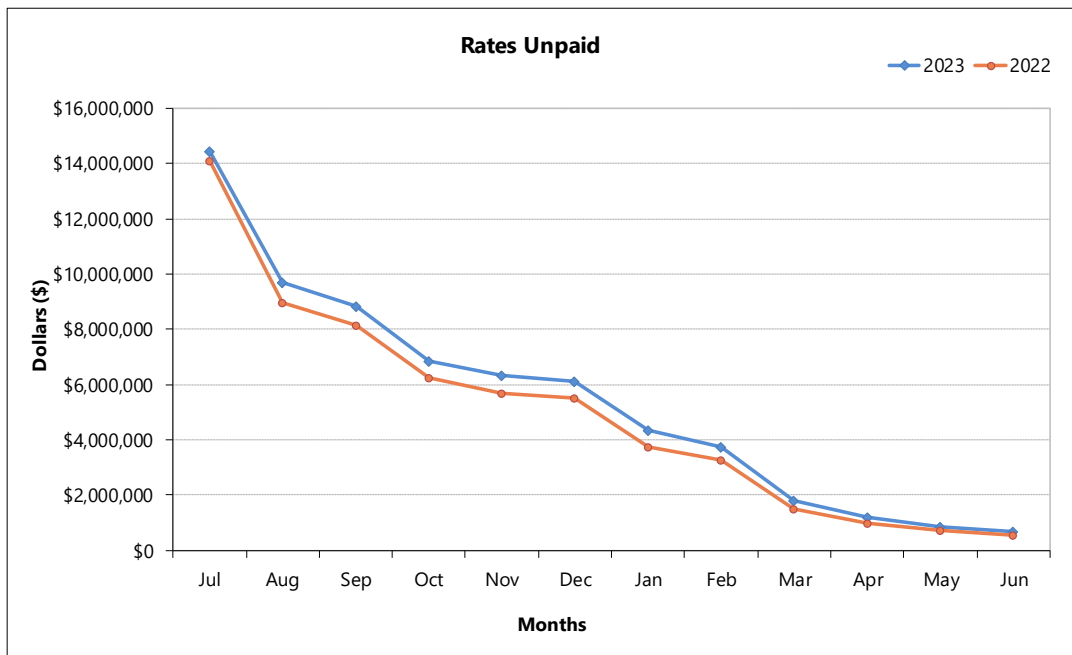
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	Total Expenditure	Total Budget	Variance Amount	Percentage of Total Budget
Roads Streets and Bridges				
201 - Roads and Streets				
5503 Denman Rd - Birralee	\$6,003	\$0	\$6,003	0.00%
5506 Priestleys Lane - Birralee	\$11,982	\$0	\$11,982	0.00%
5566 Mcgees Rd - Emu Plains	\$16,295	\$0	\$16,295	0.00%
5567 Black Lane - Emu Plains	\$29,478	\$0	\$29,478	0.00%
5573 Brodies Rd - Golden Valley	\$6,830	\$0	\$6,830	0.00%
5605 Mallet & Mitchells - Liffey	\$12,983	\$0	\$12,983	0.00%
5606 Myrtle Creek Rd - Liffey	\$8,568	\$0	\$8,568	0.00%
5607 Gulf Rd - Liffey	\$2,453	\$0	\$2,453	0.00%
5670 Avenue - Parkham	\$188,211	\$0	\$188,211	0.00%
5678 Bogan Rd - Quamby Brook	\$28,830	\$0	\$28,830	0.00%
5682 Saddlers Run - Reedy Marsh	\$29,344	\$0	\$29,344	0.00%
5684 Wadleys Rd - Reedy Marsh	\$17,814	\$0	\$17,814	0.00%
5686 Larcombes Rd - Reedy Marsh	\$80,270	\$0	\$80,270	0.00%
5735 Fellows - Western Creek	\$4,595	\$0	\$4,595	0.00%
5743 Cunninghams - Western Creek	\$7,511	\$0	\$7,511	0.00%
5799 Gravel Resheeting General Budget Alloc	\$0	\$482,900	-\$482,900	0.00%
6208 Bogan Rd - Quamby Brook	\$9,876	\$0	\$9,876	0.00%
6361 Kellys Rd - Reedy Marsh	\$21,989	\$0	\$21,989	0.00%
201 - Roads and Streets Sub Total	\$483,032	\$482,900	\$132	100.03%
Capital Gravelling Expenditure Total	\$483,032	\$482,900	\$132	100.03%



7. Rates Revenue Reconciliation - 30 June 2023

	2023	2022
Rate Balance Carried Forward from previous Year	\$ 535,237	\$ 485,982
2022/23 Rates Raised	\$ 15,932,141	\$ 14,654,285
Interest	\$ 85,851	\$ 77,863
Rate Adjustments	\$ 32,615	\$ 28,125
Payments Received	-\$ 15,909,157	-\$ 14,711,018
Rates Control Account Balance	\$ 676,686	\$ 535,237
% of Rates Unpaid	4.09%	3.52%



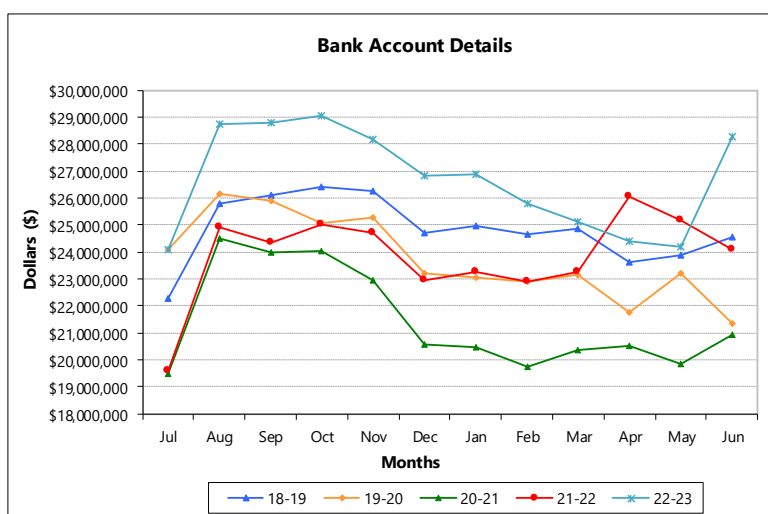


8. Cash & Investment Reconciliation - 30 June 2023

	2022-23	2021-22
Balance Carried Forward from previous Year	24,093,527	20,910,652
Add Deposits	36,091,473	28,300,151
Less Payments	- 31,914,960	- 25,117,276
Balance as per Bank Account	\$ 28,270,041	\$ 24,093,527

Made up of:	Amount	Interest Rate
Cash at Bank	123,696	4.01%
Westpac Bank Cash Management Account	2,170	4.05%
Commonwealth Bank At Call Account	2,062,463	4.15%
Term Deposits:		
Commonwealth Bank	11,041,712	4.01-4.93%
Westpac Bank	2,000,000	4.03-4.59%
ING Bank	2,000,000	5.62%
MyState Financial	5,040,000	4.82-5.70%
Bank of Queensland	2,000,000	4.68%
Judo Bank	2,000,000	5.65%
Maitland Mutual	1,000,000	4.50%
Bank of Sydney	1,000,000	4.70%
	\$ 28,270,041	

Less expenditure commitments:	
2024 Budgeted operating expenditure	-21,243,500
2023-24 Capital expenditure outstanding	-26,689,858
Add assets:	
2024 Budgeted operating income	33,426,500
2023 Estimated rate debtors outstanding	676,686
Less liabilities:	
2022 Tip rehabilitation	-6,165,036
2022 Employee leave provisions	-1,681,956
Adjusted Cash Balance	\$ 6,592,877 *



* Note the Adjusted Cash Balance does not take into account approved property sales (December 2022).



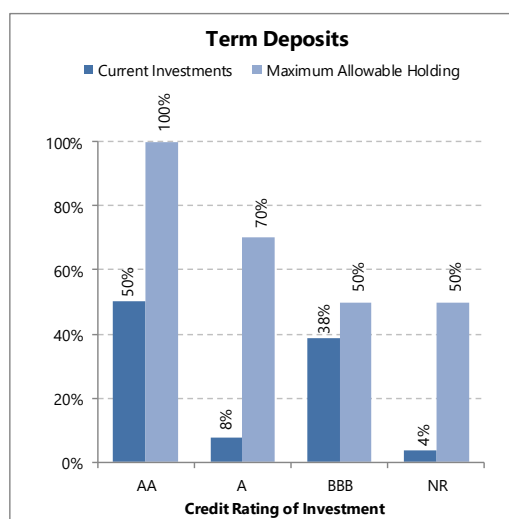
Term Deposits Summary - 30 June 2023

Institution	Deposit	Rate %	Entered	Due
Westpac Bank	1,000,000	4.03%	12/08/2022	14/08/2023
Commonwealth Bank	1,004,000	4.01%	18/08/2022	18/08/2023
Commonwealth Bank	2,000,000	4.15%	23/08/2022	23/08/2023
Commonwealth Bank	1,000,000	4.19%	30/08/2022	30/08/2023
Commonwealth Bank	2,000,000	4.16%	5/09/2022	5/09/2023
Maitland Mutual	1,000,000	4.50%	21/09/2022	21/09/2023
Bank of Sydney	1,000,000	4.70%	17/04/2023	16/10/2023
Bank of Queensland	2,000,000	4.68%	21/04/2023	20/10/2023
Westpac Bank	1,000,000	4.59%	21/10/2022	23/10/2023
Commonwealth Bank	1,000,000	4.43%	3/02/2023	31/10/2023
Commonwealth Bank	1,007,679	4.48%	1/11/2022	1/11/2023
MyState Financial	2,000,000	5.50%	29/06/2023	27/11/2023
Judo Bank	2,000,000	5.65%	26/06/2023	18/12/2023
Commonwealth Bank	2,030,033	4.63%	17/01/2023	17/01/2024
Commonwealth Bank	1,000,000	4.93%	16/02/2023	16/02/2024
MyState Financial	1,000,000	4.82%	6/04/2023	5/04/2024
MyState Financial	1,000,000	4.82%	14/04/2023	12/04/2024
MyState Financial	1,040,000	5.70%	30/06/2023	27/06/2024
ING Bank	2,000,000	5.62%	29/06/2023	28/06/2024
	26,081,712			

Average Interest Rate 4.72%

Term Deposits by institution

Institution	Credit Rating	Amount	Allocation
Commonwealth Bank	AA	11,041,712	42.34%
Westpac Bank	AA	2,000,000	7.67%
ING Bank	A	2,000,000	7.67%
Bank of Queensland	BBB	2,000,000	7.67%
MyState Financial	BBB	5,040,000	19.32%
Judo Bank	BBB	2,000,000	7.67%
Maitland Mutual	BBB	1,000,000	3.83%
Bank of Sydney	NR	1,000,000	3.83%
		26,081,712	



Corporate Services

Council Audit Panel Annual Report and Annual Workplan

Report Author Jonathan Harmey
Director Corporate Services

Authorised by John Jordan
General Manager

Attachments

1. Audit Panel: Annual report 2022-23 [12.2.1 - 3 pages]
2. Audit Panel: Annual workplan 2023-24 [12.2.2 - 3 pages]

Motion That Council:

1. Receives the Audit Panel annual report for 2022-23 in Attachment 1; and
2. Approves the Audit Panel annual workplan for 2023-24 in Attachment 2.

Moved Councillor Ben Dudman

Seconded Councillor Michael Kelly

Votes for Mayor Wayne Johnston
Deputy Mayor Stephanie Cameron
Councillor Lochie Dornauf
Councillor Ben Dudman
Councillor Kevin House
Councillor Michael Kelly
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple

Votes against Nil

Abstained Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

Motion carried by simple majority

Minute reference: 183/2023

Meander Valley Council

Annual report of the Audit Panel to Council for 2022-23

This report explains how the Audit Panel discharged their responsibilities during 2022-23. The report also outlines the Panel's plan for 2023-24.

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

In accordance with the Audit Panel Charter, where the Panel has 4 members appointed by Council, at least 2 must be independent members.

During 2022-23, the Panel composition was:

- Pre-Council elections – Andy Gray (independent chairperson), Ken Clarke (independent member) Councillor John Temple and Councillor Michal Frydrych.
- Post Council elections – Andy Gray (independent chairperson), Councillor Ben Dudman and Councillor Kevin House.

Meetings and attendance

The Audit Panel had meetings on 27 September 2022, 20 December 2022, 28 March 2023 and 27 June 2023. The four meetings held meets the minimum required number of meetings under the Audit Panel's Charter.

The audit panel meeting and attendance record was:

	27 Sep 2022	20 Dec 2022	28 Mar 2023	27 Jun 2023	Total
Andy Gray	Yes	Yes	Yes	Yes	4/4
Ken Clarke	Yes	Yes	Yes	Yes	4/4
Clr Ben Dudman	n/a	Apology	Yes	Yes	2/3
Clr Kevin House	n/a	Yes	Apology	Apology	1/3
Clr John Temple	Yes	n/a	n/a	n/a	1/1
Clr Michal Frydrych	Yes	n/a	n/a	n/a	1/1

For completeness, former Clr Barry Lee was also in attendance at the 20 December 2022 meeting.

12.2.1 Audit Panel: Annual Report 2022-23

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 Plan, 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 2022 was reviewed by the Audit Panel.

Key activities in 2022-23

The key activities of the Audit Panel during 2022-23 included:

- Reviewed the accounting policies and financial report for the year ended 30 June 2022
- Monitored the effectiveness of Council's risk management processes and controls
- Received regulatory updates to maintain current knowledge of contemporary governance practice and legislative requirements
- Reviewed the Policy and Procedure updates
- Received internal audit reports covering:
 - Major project variation controls – assess and evaluate process and variation approval practices for larger projects (>\$100,000) (completed by external resources – Crowe)
 - Building application process (completed by internal resources)
 - Contractor management (completed by internal resources)

12.2.1 Audit Panel: Annual Report 2022-23

- Process for the disclosure and management of staff conflicts of interest leading to partial decision making (completed by internal resources)
- Noted details of internal audits in action at the end of 2022-23 as being:
 - ICT audit (GM assessing proposals from external resources)
- Considered preliminary budget parameters and assumptions for 2023-24 in light of the current economic environment
- Reviewed the external audit strategy for financial year 2022-23
- Reviewed the Audit Panel Charter; and
- Developed and approved the Panel's annual work plan for 2023-24

Internal audit function

The use of a blend of internally resourced and externally resourced internal audit activity continued in 2022-23. The Management Team have progressively acted on internal audit findings and recommendations, which in turn lead to incremental improvements in Council's control framework.

We recommend that a partially outsourced internal audit function continue to be used in future years. This blended 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 endorse the diligent approach adopted by Council's Workplace, Health & Safety Officer (Ms Tania Sharman) in completing a number of the internal audits noted above.

Program for 2023-24

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, there are no changes proposed for the 2023-24 Audit Panel work plan.

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 2023 recommended this work plan to Council for approval.

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

12.2.2 Audit Panel: Annual Workplan 2023-24

Meander Valley Council

Audit Panel Annual Workplan 2023-24

The Annual Workplan for the Audit Panel for 2023-24 follows.

The Workplan has been based on the 2022-23 workplan. The following sources have been considered to determine whether there have been any amend amendments:

- Relevant legislation
- Audit Panel Charter; and
- Corporate governance practices.


For 2023-24, there have been no changes of this nature and the content of the Workplan is consistent with that for the 2022-23 year.

In accordance with the Audit Panel Charter, a minimum of 4 meetings must be held each financial year. The Workplan contemplates these being held in:

- September 2023
- December 2023
- March 2024
- June 2024

The Workplan was discussed and confirmed at the Audit Panel meeting on Tuesday 27 June 2023.

12.2.2 Audit Panel: Annual Workplan 2023-24

	<h3 style="margin: 0;">Meander Valley Council Audit Panel</h3> <h4 style="margin: 0;">Annual Work Plan</h4>
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Proposed Meeting Dates 2023			26 Sept	19 Dec
Proposed Meeting Dates 2024	26 March	25 June		

AGENDA ITEM	March	June	Sep	Dec
Standing Items				
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		√		
Governance and Strategy				
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			√	
Financial and Management Reporting				
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		√		
Internal Audit				
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	√			
External Audit				
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	√	√	√	√

12.2.2 Audit Panel: Annual Workplan 2023-24

Risk Management and Compliance					
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)		√		√
31.	Monitor ethical standards and any related party transactions to determine the systems of control are adequate and review how ethical and lawful behavior 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 behavior	√	√	√	√
Audit Panel Performance					
42.	Review Audit Panel Charter and make any recommendations for change to the Council for adoption (review due every four years)				√
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)		√		
Other					
45.	Review issues relating to National competition policy	√			

Infrastructure Services

Review of 2023-24 Capital Works Program Budgets

Report Author Lauren Houston
Projects Officer Infrastructure

Authorised by Dino De Paoli
Director Infrastructure Services

Motion That Council:

1. Approves in line with Section 82(4) of the *Local Government Act 1993* a variation to the 2023-24 Capital Works Program for inclusion of a new capital works project budget allocation of \$33,000 for an Emergency Response Trailer;
2. Accepts a grant funding contribution of \$16,500 from the Disaster Ready Fund towards the Emergency Response Trailer project; and
3. Notes an overall increase in the value of the program of \$33,000.

Moved Councillor Lochie Dornauf

Seconded Deputy Mayor Stephanie Cameron

Votes for Mayor Wayne Johnston
Deputy Mayor Stephanie Cameron
Councillor Lochie Dornauf
Councillor Ben Dudman
Councillor Kevin House
Councillor Michael Kelly
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple

Votes against Nil

Abstained Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

Motion carried by absolute majority

Minute reference: 184/2023

Governance

Annual Plan 2022-23 June Quarter Report

Report Author Jonathan Harmey
Director Corporate Services

Authorised by John Jordan
General Manager

Motion Council to receive and note the report of performance against the Annual Plan 2022-23 for the period from April to June (Quarter 4) in Attachment 1.

Moved Councillor Kevin House

Seconded Councillor Ben Dudman

Votes for Mayor Wayne Johnston
Deputy Mayor Stephanie Cameron
Councillor Lochie Dornauf
Councillor Ben Dudman
Councillor Kevin House
Councillor Michael Kelly
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple

Votes against Nil

Abstained Nil

To abstain from voting at a Council Meeting is to vote in the negative: *Local Government (Meeting Procedure) Regulations 2015: s28.*

Motion carried by simple majority

Minute reference: 185/2023

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
Supporting our customers									
5.1, 5.3, 5.6	Renew the Customer Service Charter to ensure alignment to customer expectations and our capacity to deliver service outcomes	Review complete	Corporate Services		✓	✓	✓	Progressing	Internal review commenced, further discussion planned for the September Customer Service Group meeting.
5.4, 5.6	Develop a new customer feedback policy and automated customer survey tool to ensure we learn from our customers and respond to complaints	Feedback process in place	Corporate Services		✓	✓	✓	Deferred	Included in FY2023-24 Annual Plan projects.
5.1, 5.3, 5.6	Identify opportunities to provide customers with more control through online forms and self-service which leverages the new ERP system	Report complete	Corporate Services				✓	Progressing	Customer Request Management included in ERP planning and report provided by consultants Councilio.
3.3, 3.4	Review and update Council's New Residents Kit to improve information on key services, events, dates for people new to our community	New kit available	Community Wellbeing		✓	✓		Progressing	Awaiting updated corporate imagery from Governance.
4.1, 6.4	Update information (web) and user guides for the use of indoor facilities	Revision complete	Infrastructure Services	✓	✓			Deferred	To be completed in FY2023-24 in line with implementation of new facility booking system.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
				4.1, 6.4	Simplify the booking process for Council facilities and assess feasibility of online booking systems and develop implementation plan if viable	System implemented	Infrastructure Services		
Managing our asset portfolio									
5.2, 6.1, 6.3	Complete a review of property assets – develop a divestment plan for surplus assets, and implement on approval from Council	Divestment Plan	Works		✓	✓		Achieved	Property valuations received. Two properties sold, three currently advertised for sale.
5.2, 6.1-6.6	Determine future of former landfill at Bracknell – lease renewal or sale	Lease or sale complete	Infrastructure Services	✓	✓	✓	✓	Achieved	Land sold through public process.
6.2, 6.3	Progress the Hadspen Meander Valley Road intersection upgrades design and procurement documentation	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Progressing	Consultant design work and service authority design reviews progressing. Project completion expected FY2023-24.
6.2, 6.3	Develop a level of service strategy and policy to inform the provision, replacement and upgrading of sport, recreation and public amenities	Strategy in place	Infrastructure Services			✓		Deferred	Pending completion of Northern Tasmania Sports Facility Plan. Update of Council's Sport and Recreation Venue Action Plan scheduled for FY2023-24.
6.2	Renew the Eastern Play Spaces Strategy 2020	Update complete	Infrastructure Services			✓		Deferred	Updated information to be presented to Council in FY2023-24.
Investing in community facilities and infrastructure									

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
4.1, 6.4	Finalise electrical safety and asbestos audits and register and deliver program of rectification works	Works complete	Infrastructure Services	✓	✓	✓		Achieved	Planned work completed. Further work scheduled in FY2023-24.
4.1, 6.4	Complete a review of all leases and agreements, develop a contemporary lease document and renew leases when due	Review complete	Infrastructure Services	✓	✓	✓		Progressing	Review of leases ongoing. Contemporary lease document to be developed in FY2023-24.
4.1, 6.4	Implement a program to renew and ensure currency of all leases and agreements	Program delivered to schedule	Infrastructure Services			✓	✓	Progressing	Further work scheduled for FY2023-24.
4.1, 6.4	Secure lease over former Meander Primary School	Lease executed	Community Wellbeing		✓			Achieved	Lease signed with Deloraine House.
4.1, 6.4	Develop a community hall renewal policy, considering asset condition, utilisation rates, renewal and maintenance costs and service options	Review complete	Infrastructure Services			✓	✓	Deferred	Will not be completed. Scheduled for FY2023-24.
4.1	Renew lease for the Meander River reserve areas in Deloraine	Complete	Infrastructure Services		✓	✓		Achieved	Executed lease documents received.
6.2, 6.3	Progress tendering and commence construction of the Deloraine Squash Courts	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	Construction to commence in Q1 FY2023-24.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
				6.1, 6.3	Progress construction of Bracknell Hall	Progressed to schedule	Infrastructure Services		
6.2, 6.3	Progress consultation, master planning and design of the Deloraine Recreation Precinct	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	Grant deed with Aust. Government executed. Survey and heritage consultants engaged. Flood modelling and precinct concept design in progress.
6.1, 6.3	Design and commence construction for new centralised Works Department depot at Valley Central	Progressed to schedule	Works	✓	✓	✓	✓	Progressing	Demerger within the design consultant business which delayed progress. Consultant engagement contract finalised. Detailed design and tender documentation in progress with anticipated completion end July/early August.
6.2, 6.3	Deliver lighting upgrades to Deloraine AFL oval	Completed	Infrastructure Services		✓	✓		Achieved	Light towers completed and in use.
6.2, 6.3	Implement a preferred project management methodology for major project delivery	Method implemented	Infrastructure Services			✓		Progressing	Project management software purchased. Implementation will commence for FY2023-24 projects.
6.2, 6.3	Develop and deliver maintenance schedules and improvement programs for civil and road related assets	Programs complete	Works		✓	✓	✓	Achieved	Q4 objectives achieved. Basic schedules developed and progressing to program for recurring maintenance work.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
				6.1, 6.3	Deliver operational programs to maintain Council owned public amenities, urban streetscapes, public land and public facilities	Progressed to schedule	Works		
6.1, 6.3	Deliver capital and maintenance program for road and associated infrastructure	Progressed to schedule	Works	✓	✓	✓	✓	Achieved	Q4 objectives achieved. Operational maintenance progressing to schedule. Capital works construction projects concluded and completed majority of the remediation work on flood impacted assets.
6.1, 6.3	Deliver the bridge inspection and maintenance program	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	Inspection and maintenance will continue in FY2023-24.
6.1, 6.3	Deliver civil construction and infrastructure works for transport and recreation assets	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	
6.2, 6.3	Plan, manage, construct and maintain bridges, culverts and other infrastructure	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	
Making a positive contribution to community wellbeing									
3.1-3.5, 4.1	Deliver support to the Meander Valley Art Award	Exhibition held	Community Wellbeing	✓	✓	✓	✓	Achieved	Successful event held at Westbury Town Hall with a two-week exhibit of 58 entries and attendance of 470 in September 2022.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
3.1, 3.4, 4.1	Manage recurrent sponsorship funding to Deloraine Cup, Deloraine, Chudleigh and Westbury Show Societies	Payments made	Community Wellbeing	✓				Achieved	Sponsorship Agreements provided to Show Societies.
3.3, 3.4	Deliver programmed activity and support for NAIDOC Week	Number of activities supported	Community Wellbeing	✓				Achieved	Project funding provided to Arts Deloraine for liaison with local aboriginal leaders and delivery of future NAIDOC week event.
3.1-3.5, 4.1	Deliver a community celebration and thank you event upon signing of a lease for the former Meander Primary School site	Event held	Community Wellbeing		✓			Achieved	Community BBQ and celebration event held for October 2022.
3.1-3.5, 4.1	Deliver programmed activity and support for Youth Week	Number of activities supported	Community Wellbeing				✓	Achieved	DPAC grant of \$50,000 received, with first milestone in Q4.
3.1-3.5, 4.1	Deliver programmed activity and support for Volunteer Week	Number of initiatives delivered	Community Wellbeing				✓	Achieved	Community volunteer morning tea held Q4.
3.1, 3.4, 4.1	Deliver programmed activity and support for Seniors Week	Number of initiatives delivered	Community Wellbeing		✓			Achieved	Two events supported: <ul style="list-style-type: none"> • University of the Third Age - (20 attendees) • Westbury Health and Westbury Community Garden (40 attendees)

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
3.3, 3.4	Review legacy support arrangements and finalise agreements (church lighting)	Review complete	Community Wellbeing			✓		Pending	Agreements not in place for church lighting, legacy arrangements continuing.
3.1-3.5, 4.1	Deliver community consultation on Deloraine Recreation Precinct.	Complete	Community Wellbeing	✓	✓	✓	✓	Progressing	Initial consultation and engagement stages completed; feedback presented to Council at November 2022 Workshop. Councillors received additional presentations from Deloraine AFL Clubs and Mr Tony Wadley at February 2023 workshop.
3.1, 3.4,4.1	Undertake consultation and engagement to prepare inputs for Community Strategic Plan	Consultation completed	Community Wellbeing			✓	✓	Deferred	Included in 2023-24 Annual Plan projects.
3.1, 3.2, 3.4	Undertake needs analysis and review grant and sponsorship categories and funding amounts to ensure community needs are met	Complete	Community Wellbeing			✓		Deferred	Initial research completed and a recommendation regarding a change in how Council delivers funding will be provided in Q1 of 2023-24.
3.2, 3.4, 3.5	Deliver community survey and drop-in sessions to determine community views on Council performance, services, and key issues of interest	Complete	Community Wellbeing	✓	✓			Progressing	Consultation program conducted throughout Q1-Q2 to inform future consultation on the Community Strategic Plan.
3.2, 3.4, 3.5	Review and update Council's Community Wellbeing Program and brief incoming Council	Council approved program	Community Wellbeing		✓	✓		Progressing	2023-24 Q1 and Q2 program developed and reviewed at March workshop. Annual events program presented to Council Workshop.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
3.2, 3.4, 3.5	Undertake consultation with key groups to identify the needs for volunteering in our community.	Findings report	Community Wellbeing	✓	✓			Progressing	Survey of Westbury volunteer base completed. A report and the development of a volunteer collaboration model to guide volunteer workshops will be delivered in Q1 of 2023-24.
3.2, 3.4, 3.5	Establish a staff community volunteering program	Number of participating staff	Community Wellbeing				✓	Progressing	Enterprise Agreement including volunteer leave approved Dec 22. Volunteer program guidelines drafted.
3.2, 3.4, 3.5	Liaise with tourism and business operators to deliver in kind support to major events i.e., Deloraine Car Show, AgFest, Winterfire	Support delivered	Works	✓	✓	✓	✓	Achieved	Q4 support provided to ANZAC Day services and Winterfire event.
Supporting economic growth, prosperity and the environment									
2.1, 2.2	Renew and release an updated Meander Valley regional prospectus to promote the region to potential businesses and people relocating	Prospectus promoted	Community Wellbeing			✓		Progressing	Updated wording and images provided in response to Department of State Growth request in Dec 2022. Coordinator General has advised this work is still pending (April 2023).
2.1, 2.2	Progress development of branding and marketing initiatives to establish Meander Valley as a lifestyle, tourism and investment destination	Progressed with key projects	Community Wellbeing			✓	✓	Progressing	Postponed pending additional resources.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
2.1, 2.2	Assess the feasibility of electronic notice boards located at community hubs throughout the region to support Council and community messaging	Budget item for 2023-24	Community Wellbeing				✓	Pending	Scheduled to commence in Q4.
2.1, 2.2	Deliver business information and networking sessions (3) to business operators across Meander Valley	Delivered	Community Wellbeing		✓			Achieved	Three sessions held in November 2022, with delivery by Informed Decisions Consulting and guest speaker from the Project Lab.
2.3, 2.5	Review services and attractions at the Great Western Tiers Visitor Centre to enhance customer service and tourist satisfaction	Review undertaken	Community Wellbeing			✓		Deferred	Deferred to commence in Q4 or as part of the feasibility assessment stage for the Short Walks project.
1.1, 1.2, 1.3	Deliver a climate change youth forum	Delivered	Community Wellbeing		✓			Achieved	Delivered in Q1 with presentation to Council Workshop in November (Q2).
Supporting community health outcomes, resilience and emergency management responses									
4.4	Review Municipal Emergency Management Plan in line with new SES regional template	Complete	Infrastructure Services		✓	✓		Deferred	Review to recommence in FY2023-24.
4.4	Complete logical test of Emergency Management Plan	Complete	Infrastructure Services			✓		Deferred	Review in FY2023-24 subject to completion of Emergency Management Plan.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
				Managing planning, development and regulation					
4.3	Finalise and implement the review of the Dog Management Policy	Policy approved	Development & Regulatory		✓			Achieved	Policy approved by Council in Oct 22.
1.1, 1.2, 1.3	Contribute to regional planning initiatives: Northern Tasmanian Regional Land Use Strategy Review	Participation	Development & Regulatory	✓	✓	✓	✓	Progressing	Regional submission to Draft Tasmanian Planning Policies completed. Work commenced on the Strategic Alignment & Integration project.
1.1, 1.2, 1.3	Contribute to the Greater Launceston Plan Review	Participation	Development & Regulatory		✓	✓	✓	Progressing	Have Your Say on the Future of Greater Launceston survey developed and out for Community consultation.
1.2	Progress development of a Structure Plan for Carrick	Plan delivered	Development & Regulatory			✓	✓	Deferred	Included in 2023-24 Annual Plan projects. Pending recruitment of Strategic Planner.
1.1, 1.2, 1.3	Complete the Prospect Vale - Blackstone Heights Structure Plan Review	Completed	Development & Regulatory		✓	✓		Progressing	Included in 2023-24 Annual Plan projects. Final reviewed document expected to commence consultation 23-24.
1.2	Complete implementation of an automated planning assessment tool and template report	Implemented	Development & Regulatory		✓	✓	✓	Progressing	Project in progress, on hold subject to consultant availability.
Provide contemporary waste collection, disposal and recycling services and infrastructure									

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
				1.1, 1.5	Review and update the Waste Management Strategy and model against long-term financial plan	Endorsed strategy	Infrastructure Services		
6.1, 6.6	Complete feasibility assessment of new landfill cell at Deloraine	Feasibility assessed	Infrastructure Services		✓	✓		Achieved	Initial feasibility work completed. Further assessment of landfill feasibility and discussion with Council in early FY2023-24.
1.1, 1.5	Progress purchase of landfill land (Cluan)	Land purchased	Infrastructure Services		✓	✓	✓	Progressing	Council approval to progress purchase negotiations obtained Dec 22.
1.5, 6.6	Design and commence construction a new transfer station at Deloraine	Progressed to schedule	Infrastructure Services	✓	✓	✓	✓	Achieved	Work continuing by consultant. Supply contract for weighbridge approved.
1.1, 1.5	Provide the annual Hard Waste Collection Service	Collection provided	Infrastructure Services		✓			Achieved	Completed in Q2. Report to Workshop in Q3.
1.1, 1.5	Assess the feasibility and deliver a program to promote voluntary car body removal in rural areas	Implemented if feasible	Infrastructure Services			✓	✓	Deferred	Project for consideration FY2023-24.
1.5, 6.1, 6.6	Design and construct new landfill cell at Cluan	Progressed to schedule	Infrastructure Services			✓	✓	Pending	Consultant review of concept design in progress. Design and construction work expected in FY2023-24.
1.1, 1.5	Select and implement operating model for Cluan and Deloraine landfills	New model implemented	Infrastructure Services		✓	✓		Achieved	Council approved engagement of contractor management of waste facilities.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
				1.1, 1.5	Maintain planning and environmental approvals and compliance for landfill operations	Zero environmental issues	Infrastructure Services		
1.3, 1.4, 1.5	Achieve EPA approvals for increased height and manage land fill cell at Deloraine in accordance with approvals to provide for either continuing operation or close and capping	Approval obtained	Infrastructure Services		✓	✓	✓	Progressing	Amended Environmental Effects Report submitted to EPA. Planning application scheduled for Q1 FY2023-24.
Provide a robust, reliable, secure and available ICT environment									
5.1, 5.2	Undertake a full review of ICT security arrangements to strengthen cyber security and data management, implement cyber security protection actions to mitigate risk of cyber attack	Plan and measures in place	Corporate Services		✓	✓		Achieved	Several security measures in place and provided engaged for email, security awareness program implemented for employees and elected members.
5.1, 5.2	Assess and implement as required upgrading of website enabling technology	Assessment complete	Corporate Services		✓	✓		Deferred	Project involves implementing network and security arrangements for engagement platform. No engagement platform purchased by Governance department, project deferred to FY2023-24.
5.1, 5.2	Invest in the skills development of our ICT team to ensure they are able to address emerging ICT agendas	Skills development underway	Corporate Services		✓	✓		Achieved	Consultant delivered report to the June Council Workshop.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
				Modernising and digitising our systems and processes to increase our productivity and capabilities					
5.1, 5.2	Deliver upgrades to Microsoft licences and software to enhance access to better technology, security and remote working capabilities	Implemented	Corporate Services		✓	✓		Progressing	Licence upgrades completed in Q2, planning with employee base continuing. Additional software developments in SharePoint and Records Management to occur in FY2023-24.
5.2, 5.3, 5.6	Establish the ERP System Upgrade Project (project plan, resourcing and financial plan, implementation staging, risk mitigation, governance)	GM approved plan	Corporate Services		✓			Progressing	ERP planning development and consultant engaged to inform information for elected members.
5.2, 5.3, 5.6	Commence implementation of the 2022-23 stages of the ERP System Upgrade Project including recruitment of resources	Progressed to schedule	Corporate Services		✓			Progressing	Microsoft licencing commenced, further stages dependent on adoption of ERP preferred vendor.
5.1, 5.2	Review technical software supporting GIS, engineering and other specialist software and implement updates as needed	Review complete	Infrastructure Services			✓	✓	Progressing	Engineering design software upgraded. Assessment of GIS software progressing.
5.1, 5.2	Undertake progressive improvement in records and data management to enable data migration to the new ERP solution	Measures implemented	Corporate Services			✓	✓	Progressing	Planning meetings being undertaken with employee base.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
				Deliver good governance and resilience through sound corporate and financial management					
5.4	Coordinate the 2022 Local Government election including new Councillor induction and training	Induction complete	Governance	✓	✓			Achieved	Fully reviewed induction program started in Q2 with ongoing support into Q3.
5.4	Maintain General Manager's electoral roll	Role reviewed before election	Governance		✓			Achieved	General Manager's Roll reviewed and submitted to Tasmanian Electoral Commission in Q1.
5.4, 5.5, 5.6	Implement new software solutions to support Council Meetings, record keeping and public information.	Completed	Governance	✓	✓			Achieved	Core agenda & minutes software implemented. Ongoing staff training underway to improve customer service and performance reporting improvements.
5.4	Refresh and promote "Good Governance" program and induction for incoming Councillors	Completed	Governance		✓			Achieved	Initial program of induction completed with professional development ongoing.
5.4	Develop a caretaker policy for the local government election period	Completed	Governance		✓			Achieved	Approved by Council 9 Aug 2022.
5.4, 5.6.	Review the risk management framework and mitigations to enhance responses to changing risk profiles	Six-month review complete	Governance	✓	✓	✓	✓	Achieved	Risk Appetite Statement approved by Council.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
				Sep	Dec	Mar	Jun		
5.1, 5.2, 5.6	Review corporate risk registers and implementation status of mitigation actions	Risk registers updated	Corporate Services		✓		✓	Progressing	Review of Risk Registers has commenced, Risk Policy reviewed and Risk Appetite Statement adopted by Council.
5.6	Conduct a review and annual test scenario and update the Business Continuity Plan	Annual test completed	Corporate Services		✓			Achieved	Test scenario completed and BCP document updated.
5.6	Update staff Code of Conduct and related policies, complete staff training	New code implemented	Corporate Services			✓	✓	Deferred	Included in 2023-24 Annual Plan projects.
5.4, 5.6	Deliver staff training and development in Council's records management system	Delivered	Corporate Services	✓	✓	✓	✓	Achieved	All new employees have received induction training in records management.
5.6. 5.3	Deliver the Annual Plan for 2023-24	Delivered	Governance	✓	✓			Achieved	The 2022-23 Annual Plan was endorsed by Council 11 October 2022.
5.1, 5.2, 5.3	Deliver the Annual Report for 2021-22	Delivered	Governance			✓		Achieved	Presented at Annual General Meeting 13 December 2022.
5.1, 5.2, 5.3	Deliver the Annual General Meeting	Delivered	Governance	✓	✓			Achieved	Held 13 December 2022.
5.1, 5.2, 5.3	Renew the Community Strategic Plan	Draft CSP prepared	Governance	✓	✓			Deferred	Included in 2023-24 Annual Plan projects.
5.4	Represent and respond to the Future of Local Government Review	Data and responses provided	Governance	✓	✓	✓	✓	Achieved	All data requests provided, internal meetings conducted.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
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5.6	Review Council's administrative and legislative delegations	Internally consolidated	Governance	✓	✓	✓		Progressing	Review progressing. Delay occurred due to staff vacancy.
Managing our supply chain to procure goods and services									
5.4, 5.6	Deliver training and ensure compliance with organisation wide procurement and contract policy and processes	Training delivered	Corporate Services	✓	✓	✓	✓	Achieved	All new employees have received induction training in accounts payable.
Informing and engaging our community									
5.1, 5.3	Develop and implement a Council Communication Strategy	Strategy implemented	Governance		✓	✓		Progressing	Contractor proposal presented to Jan workshop. Included in 2023-24 Annual Plan projects.
5.1, 5.3	Update Council's writing style guide, including writing for the web	Style guide updated	Governance		✓	✓		Deferred	Not started, project deferred to 2023-24.
5.1, 5.3	Update corporate photo library with new images.	Library renewed	Governance		✓	✓		Deferred	Not started, project deferred to 2023-24.
5.1, 5.3	Develop a signage strategy to ensure all Council signage is cohesive	Visits to homepage	Governance	✓				Deferred	Not started, project deferred to 2023-24. Note measure is incorrect.
5.1, 5.3	Implement website functionality and content improvements	Updated website	Governance			✓	✓	Deferred	Not started, project deferred to 2023-24, will include input Communications Strategy not started.

14.1.1 2022-23 June Qtr Target Reporting

Community Strategic Plan Reference	Annual Plan Targets 2022-23	Target	Department	Scheduled Delivery Quarter				Qtr. Status	Comment
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Demonstrating a commitment to our people									
5.4, 5.6	Coordinate workplace culture "health check" and assistance with measures to promote a positive workplace	Survey and actions complete	Corporate Services	✓	✓	✓	✓	Achieved	Culture action plan finalised. Year 2 report on employee culture survey received from University of South Australia.
5.4, 5.6	Review the annual staff performance review process with management	Review findings implemented	Corporate Services				✓	Progressing	Review meeting completed with Directors and Supervisors, changes to be implemented for the Q1 review cycle.
5.4, 5.6	Develop a Workforce Strategy and Resourcing Plan, including overview of recruitment and induction processes	Strategy in place	Corporate Services			✓	✓	Deferred	Not started, project deferred to 2023-24.
5.4, 5.6	Deliver a new Enterprise Agreement to better meet the needs of employees and our organisation	New EA approved	Governance	✓	✓			Achieved	Approved by Fair Work Commission in Dec 22.

Motion to Close Meeting

Motion Close the meeting to the public for discussion of matters in the list of agenda items below.

See Local Government (Meeting Procedures) Regulations 2015: s15(1).

Moved Councillor Lochie Dornauf

Seconded Councillor Ben Dudman

Votes for Mayor Wayne Johnston
Deputy Mayor Stephanie Cameron
Councillor Lochie Dornauf
Councillor Ben Dudman
Councillor Kevin House
Councillor Michael Kelly
Councillor Anne-Marie Loader
Councillor Rodney Synfield
Councillor John Temple

Votes against Nil

Motion carried by absolute majority

Minute reference: 186/2023

Closed Session Agenda

Confirmation of Closed Minutes

Refer to *Local Government (Meeting Procedures) Regulations 2015: s34(2)*.

Minute reference: 187/2023

Leave of Absence Applications

Refer to *Local Government (Meeting Procedures) Regulations 2015: s15(2)(h)*.

Minute reference: 188/2023

Release of Public Information

Motion Council in Closed Session determined there was no information suitable for release for the public's information.

Minute reference: 189/2023

Meeting End

Meeting closed at 3:47 pm.

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Mayor Wayne Johnston



Chairperson