



Meander Valley Council
Working Together

AGENDA

ORDINARY COUNCIL MEETING

Tuesday 12 March 2024

Time 3.00pm

Location Council Chambers
26 Lyall Street
Westbury, Tasmania

Phone (03) 6393 5300



Our Values

Our seven values help guide our decisions and underpin all we do.

Respect, listen and care for one another

Be trustworthy, honest and tolerant

Be positive and receptive to new ideas

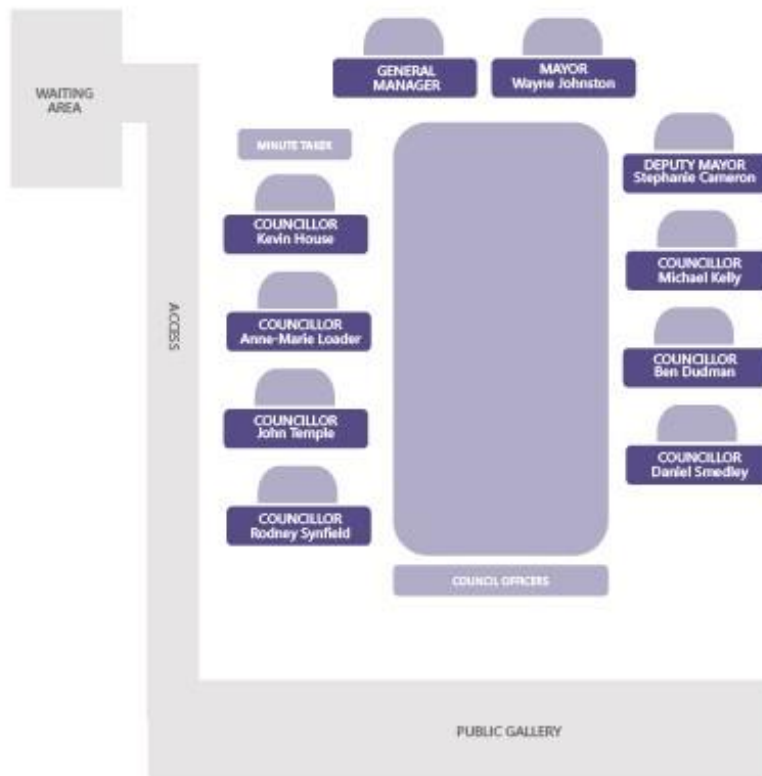
Be innovative, creative and learn

Take a fair, balanced and long term approach

Use sound business practices

Work together

Council Chambers Seating Plan



Going to a Council Meeting

Members of the community are encouraged to engage with Council's monthly meetings. You can submit questions online or attend in person.

Our website offers handy fact sheets with information about what to expect at a Council Meeting, including how to participate in Public Question Time.

After the meeting, you'll find minutes and an audio recording online.

Hard copies of agendas and minutes are also available to view at the Council offices.

Learn more

Click here to find fact sheets about attending a Council meeting, or to submit a question online.

A copy of the latest agenda and minutes are available to view at the Council offices in Westbury. **Click here** to view agendas and minutes online, or listen to audio of our meetings.

You can also contact the Office of the General Manager by phone on (03) 6393 5317, or email ogm@mvc.tas.gov.au to submit a question or learn more about opportunities to speak at a Council Meeting.

Public Access to Chambers

Where there is a need to manage demand, seating will be prioritised as follows:

For planning decisions: applicants and representors have first priority. A representor is a community member who writes to Council to object to or support a planning application (statutory timeframes apply for becoming a representor during the planning process).

For all decisions: Members of the media are welcome to take up any seats not in use by the public, or email ogm@mvc.tas.gov.au to request specific information about a Council decision. Media requests received by email before close of business (or the end of the meeting) will receive a same-day response.

Attendees are requested to consider the health and wellbeing of others in attendance.

If you are symptomatic or in an infectious state then you are requested to stay away or follow good-practices to minimise risk to others. This includes measures such as social distancing, wearing of face-masks and the use of hand sanitisers.

Conduct at Council Meetings

Visitors are reminded that Council Meetings are a place of work for staff and Councillors.

Council is committed to meeting its responsibilities as an employer and as host of this important public forum, by ensuring that all present meet expectations of mutually respectful and orderly conduct.

It is a condition of entry to the Council Chambers that you cooperate with any directions or requests from the Chairperson or Council officers.

The Chairperson is responsible for maintaining order at Council Meetings. The General Manager is responsible for health, wellbeing and safety of all present. The Chairperson or General Manager may require a person to leave Council premises following any behaviour that falls short of these expectations. It is an offence to hinder or disrupt a Council Meeting.

Access & Inclusion

Council supports and accommodates inclusion for all who seek participation in Council Meetings, as far as is practicable.

Any person with a disability or other specific needs is encouraged to contact Council before the meeting on (03) 6393 5300 or via email to ogm@mvc.tas.gov.au to discuss how we can best assist you with access.

Certificate of Qualified Advice

A General Manager must ensure any advice, information or recommendation is given to Council by a person with the necessary qualifications or experience: section 65, *Local Government Act 1993*.

Council must not decide on any matter without receiving qualified advice, or a certification from the General Manager.

Accordingly, I certify that, where required:

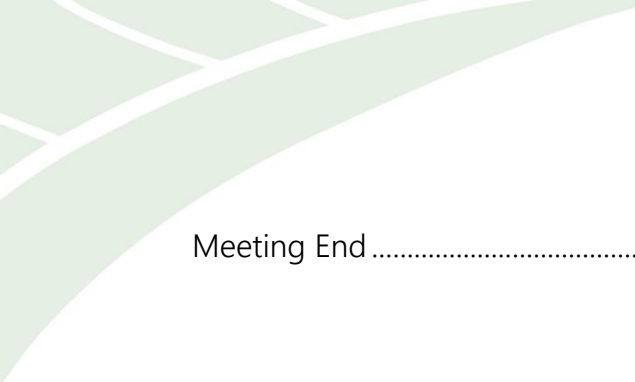
- (i) the advice of a qualified person was obtained in preparation of this Agenda; and
- (ii) this advice was taken into account in providing general advice to Meander Valley Council; and
- (iii) A copy of any such advice (or a written transcript or summary of oral advice) is included with the agenda item.



Jonathan Harmey
GENERAL MANAGER

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Opening of Meeting - Attendance and Apologies

Election of Chairperson

Motion Pursuant to regulation 10 of the *Local Government (Meeting Procedures) Regulations 2015*, in the absence of the Mayor and Deputy Mayor, the Councillors elect Councillor **TBA** as the chairperson for 12 March 2024 Ordinary and Closed Council Meeting.

Vote Simple majority

Acknowledgment of Country

I begin today by acknowledging the Pallitore and Panninher past peoples and the Traditional Owners and Custodians of the land on which we gather today, and pay my respects to Elders past and present. I extend that respect to all Aboriginal and Torres Strait Islander peoples here today

Confirmation of Minutes

Motion Receive and confirm minutes of the last Ordinary Council Meeting held 13 February 2024

Vote Simple majority

Declarations of Interest

Nil received prior to agenda publication.

Council Workshop Report

Topics Discussed – 27 February 2024

Australia Day Awards Ceremony

Blackstone Heights STP Rehabilitation

Local Government Association of Tasmania General Meetings Items – 14 March 2024

Community Strategic Plan: internal stakeholders workshop

Items for Noting

Infrastructure: Review and Proposed Amendments of Policy No. 60- Asset Management

Infrastructure: Review and Proposed Amendments of the Strategic Asset Management Plan

Mayor and Councillors' Reports

Councillors' Official Activities and Engagements Since Last Meeting

13 February 2024

Council Event: Carrick Hall Committee Meeting

Attended by:

Cr House

1 March 2024

Community Event: Meander House Community BBQ

Attended by:

Cr House

2 March 2024

Council Event: Meander Valley Voices Community Meeting

Attended by:

Cr House

Cr Temple

Cr Synfield

Council Event: MVC Health and Wellbeing Expo

Attended by:

Cr Loader

3 March 2024

Community Event: Electric Vehicle Information Day

Attended by:

Cr Loader

4 March 2024

Community Event: Westbury St Patrick's Day Committee

Attended by:

Cr Loader

8 March 2024

Community Event: International Women's Day Lunch

Attended by:

Cr Loader

Councillor Announcements & Acknowledgements

Petitions

Nil received prior to agenda publication.

For further information about petitions, refer to the *Local Government Act 1993*: ss57-60A.

Community Representations

Nil requests received.

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.

Public Question Time

Members of the public may ask questions in person or using the form available on the Council's website.

Thirty minutes is set aside for members of the public to ask questions provided with or without notice. Council will accept up to two *Questions With Notice* and two *Questions Without Notice* per person, per meeting.

Click here to submit an online question.

Refer to pages 3 and 4 of this agenda for more information about attending a Council Meeting.

Public Questions With Notice

Question 1: *Jacob Andrews, Deloraine (received via email on 11 February 2024)*

1. *How can you enforce the rules?*

Jonathan Harmey, General Manager advised that Meander Valley Council has the power and necessary delegation to enforce rules under many forms of legislation. Our officers undertake regulatory actions, in accordance with legislation, on a daily basis.

2. *Do you take the residents' opinion into consideration or do you just say you do?*

Jonathan Harmey, General Manager advised that Council undertakes community consultation in many functions to inform the community, to listen and seek feedback from community members. We aim to consult on significant new services or infrastructure. We are currently asking community members to provide their opinion on the future of the Meander Valley region, information can be accessed here: <https://www.meander.tas.gov.au/have-your-say>

Question 2: *Marcia Brandwood (received via email on 11 February 2024)*

1. *Why has Meander Valley Council ignored its own Community Strategic Plan and gone ahead with the division of the Deloraine dog park without notice or community consultation?*

Jonathan Harmey, General Manager advised Council has not ignored the Community Strategic Plan, this project aims to provide planned infrastructure services (future direction six) while supporting a healthy and safe community (future direction 4).

Council undertook consultation in 2022 when the Dog Management Policy and declared areas were being considered, feedback was asked for at that time. Similar fencing work has been completed at the off-lead areas in Blackstone Heights, Prospect Vale and Hadspen. Council does not undertake community consultation on every capital works project. It is acknowledged that notice of the upcoming works could have been placed at the property to create better awareness of the works, for users of the off-lead area.

- 2. Given that wire fencing has been considered most appropriate for the division, will Meander Valley Council take responsibility for injuries to dogs who cannot see this fencing as they run and are used to running through this boundary?*

Jonathan Harmey, General Manager advised the division of the dog park at Deloraine is consistent with work previously undertaken at other Council areas within our program of work. The fencing work is also consistent with off lead areas in other areas of Tasmania and interstate. The Council will not be held responsible for injuries to dogs who cannot see this fencing and owners are encouraged to monitor their dogs safe use of the areas. We are not aware of any injuries occurring from dogs running into fencing at our off lead areas.

Public Questions Without Notice

Councillor Question Time

Councillors' Questions With Notice

Nil received prior to agenda publication.

Councillors' Questions Without Notice

Council as a Planning Authority

In planning matters, Council acts as a Planning Authority under the *Land Use Planning and Approvals Act 1993*. The following applies to all Planning Authority reports:

Strategy Council has an Annual Plan target to process planning applications in accordance with delegated authority and statutory timeframes.

Policy Not applicable.

Legislation Council must process and determine applications under the *Land Use Planning and Approvals Act 1993* (LUPAA) and its Planning Scheme. Each application is made in accordance with LUPAA, s57.

Consultation The "Agency Consultation" section of each Planning Authority report outlines the external authorities consulted during the application process.

Community consultation in planning matters is a legislated process. The "Public Response – Summary of Representations" section of each Planning Authority report outlines all complying submissions received from the community in response to the application.

Budget & Finance Where a Planning Authority decision is subject to later appeal to the Tasmanian Civil and Administrative Tribunal (Resource & Planning Stream), Council may be liable for costs associated with defending its decision.

Risk Management Risk is managed by all decision-makers carefully considering qualified advice and inclusion of appropriate conditions on planning permits as required.

Alternative Motions Council may approve an application with amended conditions, or may refuse an application.

Regardless of whether Council seeks to approve or refuse an application, a motion must be carried stating its decision and outlining reasons. A lost motion is not adequate for determination of a planning matter.

Motion Simple majority

Planning Authority Report

66 Emu Bay Road with access over 62-64 Emu Bay Road, Deloraine (CT's: 117313/1 & 141470/1)

Proposal	Food Services (Food Van)
Report Author	Leanne Rabjohns Town Planner
Authorised by	Krista Palfreyman Director Development and Regulatory Services
Application reference	PA\24\0169
Decision due	13 March 2024
Decision sought	It is recommended that Council approves this application. See section titled "Planner's Recommendation" for further details.

Applicant's Proposal

Applicant M Azizi

Property 66 Emu Bay Road with access over 62-64 Emu Bay Road, Deloraine (CT's: 117313/1 & 141470/1)

Description The applicant seeks planning permission to operate a food van on private property.

Documents submitted by the Applicant are attached, titled "Application Documents".



Figure 1: aerial view of subject properties.

Planner's Report

Planning Scheme Tasmanian Planning Scheme - Meander Valley ("the Planning Scheme")

Zoning General Business

Applicable Overlays Nil

Existing Land Use General Retail and Hire (shops)

Summary of Planner's Assessment Generally, Food Services is classed as No Permit Required in this zone (General Business).

Discretions For this application, three discretions are triggered. This means Council has discretion to approve or refuse the application based on its assessment of:

15.4.3 - P1 Design

C2.5.1 - P1.1 Car parking numbers

C2.5.2 - P1 Bicycle parking numbers

Before exercising a discretion, Council must consider the relevant Performance Criteria, as set out in the Planning Scheme.

See attachment titled "Planner's Advice - Performance Criteria" for further discussion.

Performance Criteria & Applicable Standards This proposal is assessed as satisfying the relevant Performance Criteria and compliant with all Applicable Standards of the Scheme.

See attachments titled "Planner's Advice – Performance Criteria" and "Planner's Advice – Applicable Standards" for further discussion.

Public Response Two responses ("representations") were received from the public. Both are objections.

See attachment titled "Public Response – Summary of Representations" for further information, including the planner's advice given in response.

Agency Consultation The application was referred to TasWater. A response that the proposed development did not require a referral was received on the 1 February 2024.

See attachment titled "Agency Consultation – TasWater"

Internal Referrals *Infrastructure Services*

Car parking is available on the street along Emu Bay Road with line marking and parking signs.

Council's free car parking off West Parade is also available.

Environmental Health

The operator of the food business must have a current food business registration, issued in the home council of the business. If the home council is not Meander Valley Council, the food business registration is to be a Statewide mobile food business registration.

All waste is to be contained and managed so as not to cause, or be likely to cause, a nuisance or create litter. All waste is to be disposed of in an approved manner.

Planner's Recommendation to Council

The planner's recommendation, based on a professional assessment of the planning application and its compliance with the Planning Scheme, is set out below.

Council must note the qualified advice received before making any decision, then ensure that reasons for its decision are based on the Planning Scheme. Reasons for the decision are also published in the minutes.

For further information, see *Local Government Act 1993, s65, Local Government (Meeting Procedures) Regulations 2015, s25(2)* and *Land Use Planning and Approvals Act 1993, s57*.

Recommendation

This application by M Azizi for Food Services (food van) on land located at 66 Emu Bay Road with access over 62-64 Emu Bay Road, Deloraine (CTs: 117313/1 & 141470/1), is recommended for approval generally in accordance with the Endorsed Plans, and recommended Permit Conditions and Permit Notes.

Endorsed Plan

- a) Details of business, including site plan and hours of operation (6 pages).

Permit Conditions

1. An external light (either fixed or portable) must be located to illuminate the pathway (right-of-way) to the south-eastern side boundary of the site, to the satisfaction of Council's Town Planner. The external light must be baffled so that direct light does not extend beyond the subject site and adjacent walkway (right-of-way). The light must be turned off daily between the hours of 11.00pm and 6.00am.
2. Staff must park within Council's free car parking areas.

Permit Notes

1. All food businesses must be registered with council in accordance with the *Food Act 2003* prior to commencing. Food premises fit out must comply with the National Construction Code TAS Part H102.0 or any subsequent versions of this document. Please contact Council's Environmental Health Officer on (03) 6393 5320.
2. Any other proposed development or use (including amendments to this proposal) may require separate planning approval. For further information, contact Council.
3. This permit takes effect after:
 - a. The 14-day appeal period expires; or
 - b. Any appeal to the Tasmanian Civil & Administrative Tribunal (TASCAT) is determined or abandoned; or

- c. Any other required approvals under this or any other Act are granted.
4. Planning appeals can be lodged with TASCAT Registrar within 14 days of Council serving notice of its decision on the applicant. For further information, visit the TASCAT website.
5. This permit is valid for two years only from the date of approval. It will lapse if the development is not substantially commenced. Council has discretion to grant an extension by request.
6. All permits issued by the permit authority are public documents. Members of the public may view this permit (including the endorsed documents) at the Council Office on request.
7. If any Aboriginal relics are uncovered during works:
 - a. All works to cease within delineated area, sufficient to protect unearthed or possible relics from destruction;
 - b. Presence of a relic must be reported to Aboriginal Heritage Tasmania; and
 - c. Relevant approval processes for state and federal government agencies will apply.

Attachments

1. Public Response - Summary of Representations [12.1.1 - 3 pages]
2. Representation 1 - Hardy (Frogs Bakery) [12.1.2 - 1 page]
3. Representation 2 - KLM Spatial [12.1.3 - 4 pages]
4. Planner's Advice - Applicable Standards [12.1.4 - 10 pages]
5. Planner's Advice - Performance Criteria [12.1.5 - 6 pages]
6. Application Documents [12.1.6 - 15 pages]
7. Agency Consultation - TasWater [12.1.7 - 1 page]

12.1.1 Public Response - Summary Of Representations

Public Response

Summary of Representations

A summary of concerns raised by the public about this planning application is provided below. Two responses (“representations”) were received during the advertised period.

This summary is an overview only and should be read in conjunction with the full responses (see attached). In some instances, personal information may be redacted from individual responses.

Council offers any person who has submitted a formal representation the opportunity to speak about it before a decision is made at the Council Meeting.

Name *N & J Hardy – Representation 1*

Concern a) *Friday is our busiest day, and having a food business across the road taking trade away from a 40 year established rate paying business on their busiest trade day is inconsiderate. We propose to Mr Azizi that he change his opening hours to 4-9pm on Friday to match the other business days of the week, rather than taking trade away from a business that has been established here since 1979. Mr Azizi will have plenty of business in the evenings, and does not need to take trade away from a business that closes at 5pm and doesn't affect his trade at all.*

Planner's Response

a) The proposed operating hours are:

Monday	Closed
Tuesday	4pm – 9pm
Wednesday	4pm – 9pm
Thursday	4pm – 9pm
Friday	12pm – 9pm
Saturday	12pm – 9pm
Sunday	Closed

12.1.1 Public Response - Summary Of Representations

These hours comply with the Acceptable Solution (15.3.1 A1) of the Planning Scheme.

The Planning Scheme does not address business competition and therefore, this is not a matter that can be considered in the assessment of this application.

Name *KLM Spatial – Representation 2*

- Concern*
- a) Carparking – The application does not provide onsite car parking. *Reliance on private car parking which surrounds the use is inappropriate and will prejudice the operations of our client's land.*
 - b) Waste – *It is inappropriate for waste to be dealt with by 'taking it home'...Recommendation - sufficient bin storage needs to be nominated on the land and needs to include provision for patron waste. A waste management should be required which further notes where bins would be collected from and what frequency.*
 - c) *Pedestrian safety: lack of lighting within the right of way...passive surveillance is not readily achieved...alternative scenario is that patrons utilise the private car parking areas, for safety and convenience...Recommendation - ...more appropriately located where they have visibility from a main road or thoroughfare...high level of passive surveillance to minimise the likelihood of anti social behaviour.*
 - d) *Customer Dining Area: 1 chair and 1 table to be made available for customers...appears to be disproportionate to the area identified for 'customer dining area'...having people queue, wait and dine, adjacent to a narrow right of way...raises safety concerns for patrons particularly as this area is not illuminated yet the hours of operations are to 9pm at night...no safety barriers or a management plan to reduce pedestrian and vehicle conflict nor to ensure only 1 person dines at the site at any one time...Recommendation...in the absence of on site or visibility from public car parking areas, this will result in an unacceptable outcome.*
 - e) *General amenity: ...the site itself is not appropriate for the use, the hours proposed and outdoor nature of the use are likely to raise concerns from nearby residents. Further, the lack of surveillance raises issues with the safety of patrons and the reliance on our client's land to then provide car parking to patrons. Recommendation – the site is inappropriate for the use proposed and will generate impacts which are not appropriate in the context of the greater surrounds.*

12.1.1 Public Response - Summary Of Representations

Planner's Response

- a) The proposal does not provide car parking spaces onsite. The proposal is relying on public car parking on the street and within Council's public car parking areas. The proposal is for customers to gain entry to the site from Emu Bay Road Deloraine via the right-of-way on 62-64 Emu Bay Road, Deloraine. Portable signage is proposed on land fronting 66 Emu Bay Road, Deloraine to direct customers to the site. Portable signage is exempt from requiring a planning permit and is being currently assessed under a separate Road Occupation Licence process.
- b) The proposal relies on on-street car parking. To ensure compliance, it is recommended that a condition be placed on the permit for all staff parking to be within the free Council car parking areas.
- c) The proposal is for the applicant to remove rubbish/waste daily. All waste is to be contained and managed so as not to cause or be likely to cause a nuisance or create litter. All waste is to be disposed of in an approved manner. The applicant removing the rubbish/waste from the site daily is an approved manner. If the management of waste within the premises is creating litter or a nuisance, Council's Environmental Health Officers can assess compliance against the requirements of the *Food Act 2003* regarding management of waste in a food business.
- d) The proposal does not include external lighting. An assessment under clause 15.4.3 recommends a condition be placed on the permit requiring external lighting for safety and security purposes. Street lighting will illuminate the entrance to the right-of-way. The food van will be internally illuminated.
- e) The proposed location of the food van onsite is to face the right-of-way, to encourage customers to use the right-of-way for access and queue on the land fronting the van. The applicant is providing one table and one chair. The Planning Scheme does not mandate a requirement for tables and chairs.
- f) Customers will be directed to the site by portable signage on Emu Bay Road. The application relies on on-street car parking. The proposed hours of operation meet the Acceptable Solution (15.3.1 A1) of the Planning Scheme as mentioned in point a) of Representation 1.

Note: The planning application was advertised in a local newspaper and on Council's website for a statutory period of 14 days from 3 February 2024 to 19 February 2024. The property was also signposted.

12.1.2 Representation 1 - Hardy (Frogs Bakery)

From: "Frog's Bakery - [REDACTED]"
Sent: Mon, 5 Feb 2024 12:46:01 +1100
To: "Planning @ Meander Valley Council" <planning@mvc.tas.gov.au>
Subject: PA\24\0169 - Objection - Frogs Bakery

Good Afternoon

We received notification today re food van planning application for 66 Emu Bay Road
PA\24\0169

We wish to notify you of our objection to the opening hours on the Friday, being a food
business directly across the road.

Tues/Wed/Thurs opening hours are 4-9pm which will not effect our trade, but the Friday hours
of 12pm-9pm will effect our Friday trade dramatically. Friday is our busiest day, and having a
food business across the road taking trade away from a 40 year established rate paying
business on their busiest trade day is inconsiderate.

We propose to Mr Azizi that he change his opening hours to 4-9pm on Friday to match the
other business days of the week, rather than taking trade away from a business that has been
established here since 1979. Mr Azizi will have plenty of business in the evenings, and does not
need to take trade away from a business that closes at 5pm and doesn't affect his trade at all.

Kind Regards,

Nathan and Jessica Hardy
Frogs Bakery

12.1.3 Representation 2 - KLM Spatial

From: "Ashleigh Porter" [REDACTED]
Sent: Fri, 16 Feb 2024 14:18:34 +1100
To: "Planning @ Meander Valley Council" <planning@mvc.tas.gov.au>
Cc: "Katelyn Nash" [REDACTED]
Subject: Objection to Planning Application PA/24/0169 - 66 Emu Bay Road, Deloraine
Attachments: 2024.02.16 Letter To Council - Objection .pdf

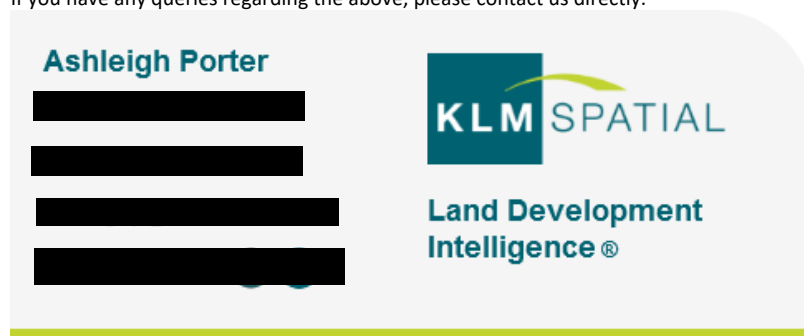
Good Afternoon,

Hope you are well.

Please find attached our letter of objection relating to the planning application above.

We trust the above is acceptable to Council and look forward to hearing from you in due course.

If you have any queries regarding the above, please contact us directly.



This email and any attachments are confidential. They may contain legally privileged information or copyright material. You should not read, copy, use or disclose them without authorisation. If you are not an intended recipient, please contact us at once by return email and then delete both messages. We do not accept liability in connection with computer virus, data corruption, delay, interruption, unauthorised access or unauthorised amendment. KLM Spatial accept no liability for the misuse of digital data. Any digital data provided is for information purposes only and must be verified against current plans prior to use.



Ref – 12338

16 February 2024

Statutory Planning Department
Meander Valley Council
Via: planning@mvc.tas.gov.au

Dear Statutory Planning Department,

Re: Objection to Planning Application PA/24/0169
For the known as 66 Emu Bay Road with access over 62-64 Emu Bay Road,
Deloraine

KLM Spatial acts on behalf of an abutting land owner, Kevdon Pty Ltd and E S Pearce Nominees Pty Ltd, in submitting this objection to the above planning application.

Our client owns the land commonly known as 68 Emu Bay Road which abuts the subject land to the north and west. This land is used and developed for retail purposes with private carparking provided on site.

We have reviewed the application as advertised, and do not consider the application is worthy of Council support as it lacks planning merit. Specifically, we raise the following fatal concerns with the application;

1. Carparking

- The proposal does not seek to provide any carparking on site and as such, is seeking a full waiver of onsite carparking.
- This also extends to any on site loading / unloading where it is assumed this would be in the abutting laneway. The application notes only one delivery per week however, does not nominate the size of vehicle nor does it appropriately consider waste collection.
- Both staff and patrons for the proposed food truck would therefore most likely park in our client's privately owned carpark, which abuts the site.
 - o Staff are unlikely to park on Emu Bay Road noting that this is limited to 1 hour.
 - o Patrons are likely to use our client's land for parking as it would be 'convenient'.



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12.1.3 Representation 2 - KLM Spatial

- We note that the hours proposed for the food truck to operate are within the same hours as Woolworths (which operates 7 am to 10 pm, 7 days per week). The carparking afforded on the Title of our client's land, therefore needs to be made available for its patrons during these operating hours.

Response: given the nature of the use, likely number of staff and then patrons it would generate, it would be more appropriate for this use to locate on land which has frontage to a main road and direct access to on street carparking. Or, on land which is afforded its own designated carparking.

Reliance on private carparking which surrounds the use is inappropriate and will prejudice the operations of our client's land.

2. Waste

- The use will generate waste from patrons and from the preparation of food itself. It is inappropriate for waste to be dealt with by 'taking it home'.
- Designated waste areas and bin storage areas must be provided on site and must be managed appropriately to reduce odour, general littering, and pests.
- Rubbish blowing through a privately owned carpark and onto the streets and surrounds, is not an acceptable planning or amenity outcome.
- Moreover, designated washing areas or the ability to clean outdoor areas is paramount to ensure this area does not become dirty and cause odour.

Recommendation – sufficient bin storage needs to be nominated on the land and needs to include provision for patron waste. A waste management should be required which further notes where bins would be collected from and what frequency.

3. Pedestrian safety

- Noting the proposed hours of operation and lack of lighting within the right of way to the south of the use and existing building, this presents a significant safety risk for patrons.
- Passive surveillance is not readily achieved through this laneway noting that the abutting buildings have solid walls.
- The alternate scenario is that patrons utilise the private carparking areas, for safety and convenience which is not an orderly planning outcome.

Recommendation - uses, such as what is proposed, are more appropriately located where they have visibility from a main road or thoroughfare. Further, where there is a high level of passive surveillance to minimise the likelihood of antic social behaviour.

4. Customer Dining Area

- The application notes 1 chair and 1 table to be made available for customers. The likely size of these appears to be disproportionate to the area identified for 'customer dining area' on the plan submitted.
- The appropriateness of having people queue, wait and dine, adjacent to a narrow right of way is queried.
- This raises safety concerns for patrons particularly as this area is not illuminated yet the hours of operations are to 9 pm at night.
- Further, there is no mention of safety barriers or a management plan to reduce pedestrian and vehicle conflict nor to ensure only one person dines at the site at any one time.



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12.1.3 Representation 2 - KLM Spatial

Recommendation – the provision of on-site dining encourages people to stay on the land, which in turn raises safety and carparking concerns. Further, the provision of additional seating alters the carparking requirements for the use. In the absence of on site or visibility from public carparking areas, this will result in an unacceptable outcome.

5. General amenity

- Whilst the use is suitable in this zoning and broader area, the site itself is not appropriate for the use.
- The hours proposed and outdoor nature of the use are likely to raise concerns from nearby residents.
- Further, the lack of surveillance raises issues with the safety of patrons and the reliance on our client's land to then provide carparking to patrons.

Recommendation – the site is inappropriate for the use proposed and will generate impacts which are not appropriate in the context of the greater surrounds.

Summary

Overall, it is considered that the application is deficient in critical information that will ensure the amenity of the area is not adversely impacted by this use. Further, the nature of the use and subsequent waiver of carparking, will result in private land being utilized as the carpark to service this use.

Food trucks, such as what are proposed, are more appropriately located where they have main road access, designated on site carparking for patrons and staff and can offer an outdoor seating or dining experience.

It is therefore considered that the proposal lacks planning merit and should not be supported for the reasons outlined above.

We trust the above is acceptable to Council and look forward to hearing from you in due course.

If you have any queries regarding the above, please contact the undersigned on 9794 1600 or via email at manager@klms.com.au

Yours sincerely,



Katelyn Nash
KLM Spatial

Planner's Advice: Applicable Standards

Background

The proposal is for the use of a food van at the rear of 66 Emu Bay Road in Deloraine (CT: 117313/1). The rear of 66 Emu Bay Road contains vacant land measuring 6.1m x 15m. To the front of the property is a building used as a shop (*Wholesome House*). This building is built to the front boundary and both side boundaries. Access to the rear of the property is via a right-of-way over the neighbouring property 62-64 Emu Bay Road (CT: 141470/1). This right-of-way is registered on the titles in favour of 66 Emu Bay Road.



Figure 1: Aerial photo of subject titles and adjoining land.

Both 66 and 62-64 Emu Bay Road Deloraine are zoned General Business. The adjoining properties are zoned General Business and are used for a range of business activities. Emu Bay Road is zoned Utilities. Properties in the surrounding area are zoned General Residential and primarily used for residential purposes.

Separate from the planning process, the applicant is to negotiate with the adjoining landowner for permission to enter their property to manoeuvre the food van onto 66 Emu Bay Road.

12.1.4 Planner's Advice - Applicable Standards

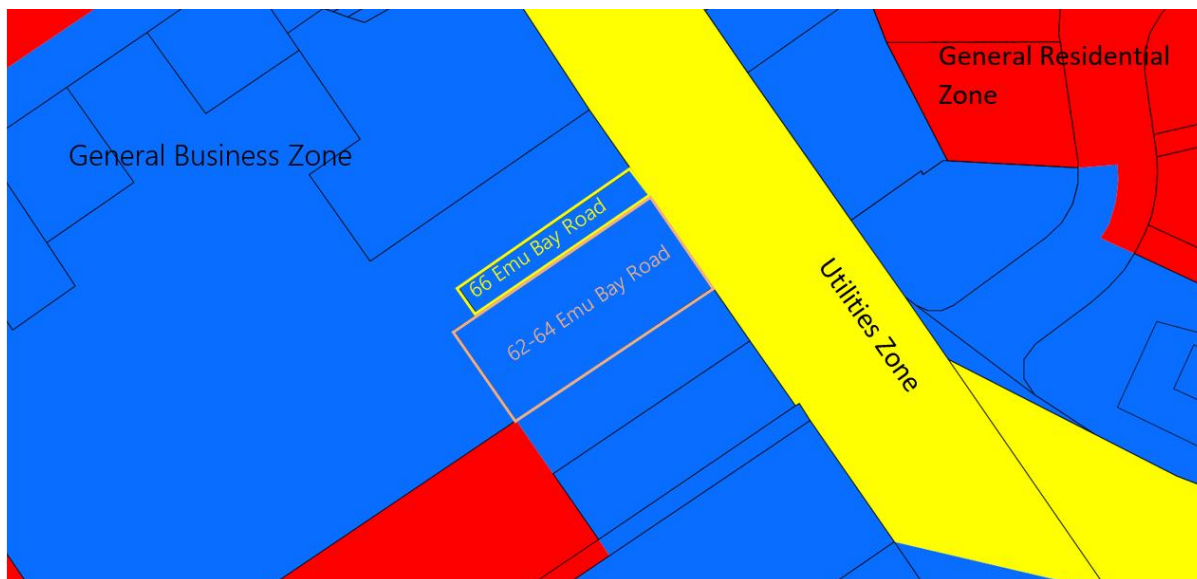


Figure 2: Zoning of subject titles and adjoining land.

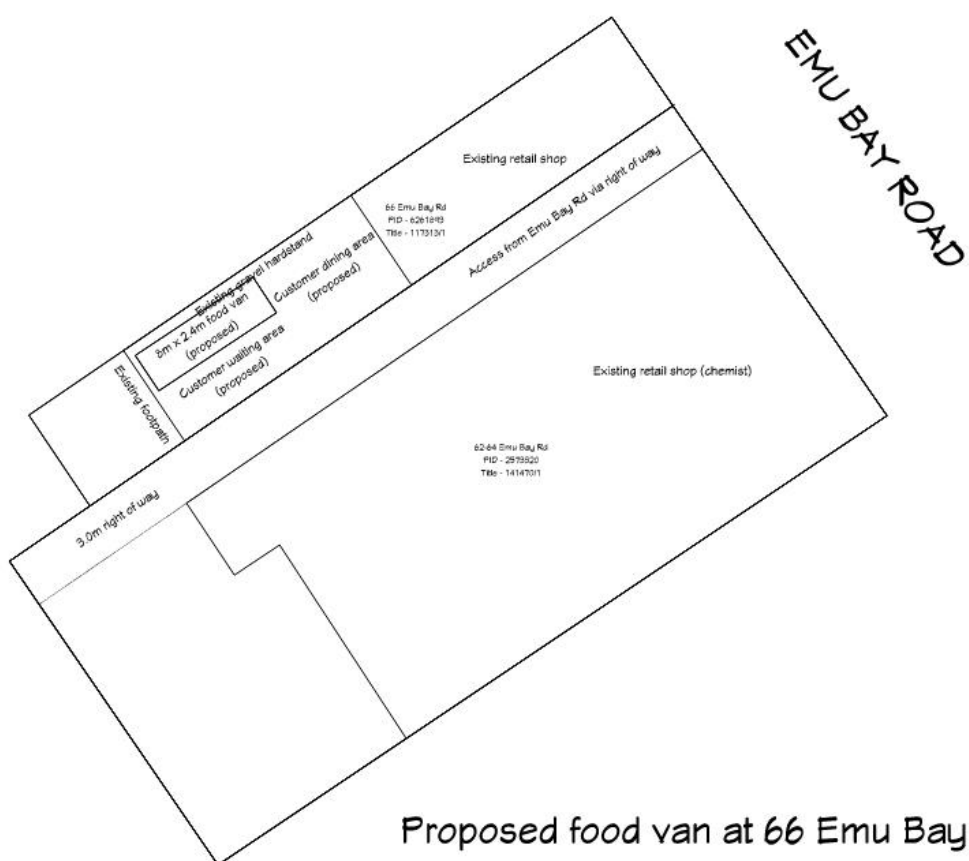


Figure 3: Proposed site plan.

12.1.4 Planner's Advice - Applicable Standards



Figure 4: View of rear of 66 Emu Bay Road.



Figure 5: View of subject Food Van.

12.1.4 Planner's Advice - Applicable Standards

The proposal is to operate a food van at the rear of 66 Emu Bay Road in Deloraine. The food van is 8m x 2.4m x 3m (overall height). The van is to be positioned on the site to face into the subject land and the right-of-way. This position is to maximise the space for customer queueing on site, while reducing any impact to pedestrian flow on the right-of-way.

The number of proposed staff is 3. The operating hours are:

Monday	Closed
Tuesday	4pm – 9pm
Wednesday	4pm – 9pm
Thursday	4pm – 9pm
Friday	12pm – 9pm
Saturday	12pm – 9pm
Sunday	Closed

The proposal included portable signs (feather sign and 'A' frame sign), which are exempt from requiring a planning permit under clause C1.4.1.

Summary of Planner's Advice

This application was assessed against General Provisions Standards, as well as the Applicable Standards for this Zone and any relevant Codes.

All Standards applied in this assessment are taken from the Planning Scheme.

This application is assessed as compliant with the relevant Acceptable Solutions, except where "*Relies on Performance Criteria*" is indicated (see tables below).

Council has discretion to approve or refuse the application based on its assessment of the Performance Criteria, where they apply. Before exercising discretion, Council must consider the relevant Performance Criteria, as set out in the Planning Scheme.

For a more detailed discussion of any aspects of this application reliant on Performance Criteria, see the attachment titled "Planner's Advice - Performance Criteria".

General Business Zone

Scheme Standard

Planner's Assessment

Assessed Outcome

15.3.1 All uses.

A1-A3 The subject property is located approximately 23m from land zoned General Residential. The proposed hours of operation are:

Complies

Monday	Closed
Tuesday	4pm – 9pm
Wednesday	4pm – 9pm
Thursday	4pm – 9pm
Friday	12pm – 9pm
Saturday	12pm – 9pm
Sunday	Closed

The Acceptable Solution, if located less than 50m from a General Residential Zone, is for operating hours to be within 7am–9pm Monday to Saturday and 8am-9pm Sunday and Public Holidays.

The proposal does not include external lighting.

The delivery of goods will occur on Friday at approximately 12 noon. The delivery van will park on Emu Bay Road and gain access via the right-of-way. The Acceptable Solution for deliveries must be within 7am-9pm Monday to Saturday and 8am-9pm Sunday and Public Holidays.

The proposal meets the Acceptable Solution.

12.1.4 Planner's Advice - Applicable Standards

General Business Zone		
<i>Scheme Standard</i>	Planner's Assessment	Assessed Outcome
15.3.2	<i>Discretionary uses.</i>	
A1	Food Services is classified as a No Permit Required use. The clause relates to Discretionary uses only.	Not Applicable
<hr/>		
15.3.3	<i>Retail Impact</i>	
	The proposal is classified as Food Services. The clause relates to Bulky Goods Sales and General Retail & Hire only.	Not Applicable
<hr/>		
15.4.1	<i>Building Height</i>	
A1-A2	<p>In accordance with the <i>Land Use Planning and Approvals Act 1993</i> the definition of a building includes <i>a structure</i>. For this application, the food van is referred to as a structure.</p> <p>The overall height of the food van 3m. The Acceptable Solution is not more than 12m in height.</p> <p>The subject property is approximately 23m from land zoned General Residential. There is no land zoned Inner Residential within Deloraine. The Acceptable Solution (A2) relates to land within 10m of land zoned General Residential and Inner Residential.</p> <p>The proposal meets the Acceptable Solution.</p>	Complies

12.1.4 Planner's Advice - Applicable Standards

General Business Zone		
<i>Scheme Standard</i>	Planner's Assessment	Assessed Outcome
15.4.2	<i>Setbacks</i>	
A1-A3	<p>The proposed food van will be located to the rear of the property, behind an existing building.</p> <p>The setbacks of the food van range between that of the neighbouring buildings. At 62-64 Emu Bay Road, the building is built to the front boundary. At 68 Emu Bay Road, the building is setback 88m from Emu Bay Road. The proposed side and rear boundary setbacks range between that of adjoining buildings.</p> <p>The distance between the subject land and the General Residential zoned land is approximately 23m.</p> <p>The Acceptable Solution refers to:</p> <ol style="list-style-type: none"> 1. Building setbacks to be between that of neighbouring properties; and 2. The separation from the General Residential Zone for a building of not less than 5m, and for air extraction, pumping, refrigeration systems or compressors of not less than 10m. <p>The proposal meets the Acceptable Solution.</p>	Complies
15.4.3	<i>Design</i>	
A1-A2	<p>This clause relates primarily to building facades facing a street or public places. In this instance, the food van is located behind an existing building.</p> <p>The proposal does not include car parking spaces.</p>	Relies on Performance Criteria

12.1.4 Planner's Advice - Applicable Standards

General Business Zone		
<i>Scheme Standard</i>	Planner's Assessment	Assessed Outcome
	<p>The walkway over the right-of-way is existing. Emu Bay Road is lit by streetlights. The site is located 17m along the right-of-way. The site will be lit from the internal lighting of the food van. External lighting has not been provided.</p> <p>The proposal does not meet the Acceptable Solution.</p>	
15.4.4	<i>Fencing</i>	
A1-A2	The application does not include fencing.	Not Applicable
15.4.5	<i>Outdoor storage areas</i>	
A1	The proposal does not include an outdoor storage area.	Not Applicable

C1.0 Signage Code		
<i>Scheme Standard</i>	Planner's Assessment	Assessed Outcome
C1.4	<i>Development Exempt from this Code</i>	
Table C1.4	The proposal includes portable signage ('A' frame sign and a Feather sign). These signs met the exemption requirements and as such are exempt from requiring planning approval.	Not Applicable

C2.0 Parking and Sustainable Transport Code

<i>Scheme Standard</i>	Planner's Assessment	Assessed Outcome
C2.5.1	<i>Car parking numbers</i>	
A1	<p>The car parking requirement for a takeaway food premises requires 1 space per 15m² of floor area (including any outdoor dining area). The total area available for use is approximately 90m². As such, the proposal requires 6 car parking spaces.</p> <p>The proposal does not provide any car parking spaces on site. The proposal relies on car parking on the street and within Council's public car parking area.</p> <p>The proposal does not meet the Acceptable Solution.</p>	Relies on Performance Criteria
C2.5.2	<i>Bicycle parking numbers</i>	
A1	<p>The bicycle parking requirement for a takeaway food premises requires 1 space per 75m² of floor area. The floor area of the food van is 19.2m². As such, the proposal requires 1 bicycle space.</p> <p>The proposal does not provide any formal bicycle parking.</p> <p>The proposal does not meet the Acceptable Solution.</p>	Relies on Performance Criteria
C2.5.3	<i>Motorcycle parking numbers</i>	
A1	<p>Based on a requirement for 6 car parking spaces, no motorcycle parking is required.</p> <p>The proposal meets the Acceptable Solution.</p>	Complies

12.1.4 Planner's Advice - Applicable Standards

C2.0 Parking and Sustainable Transport Code

<i>Scheme Standard</i>	Planner's Assessment	Assessed Outcome
C2.5.4	Loading Bays	
A1	The proposed has a floor area less than 1000m ² . As such, the requirement for a loading bay is not required.	Complies
C2.5.5	<i>Number of car parking spaces within the General Residential Zone and Inner Residential Zone</i>	
A1	The subject land is zoned General Business. As such, this clause does not apply.	Not Applicable

15.0 General Business Zone

Planning Scheme Provision	15.4.3 Design
	Objective
	<i>That building façades promote and maintain high levels of pedestrian interaction, amenity, and safety and are compatible with the streetscape.</i>
	Performance Criteria P1
	<p>P1</p> <p><i>New buildings must be designed to be compatible with the streetscape, having regard to:</i></p> <ul style="list-style-type: none"> <i>a) minimising the visual impact of mechanical plant and other service infrastructure, such as heat pumps, air conditioning units, switchboards, hot water units and the like, when viewed from the street or other public places;</i> <i>b) minimising the visual impact of security shutters or grilles and roof-top service infrastructure, including lift structures; and</i> <i>c) providing suitable lighting to vehicle parking areas and pathways for the safety and security of users.</i>

Summary of Planner's Advice

The development is assessed as satisfying Performance Criteria P1 and is consistent with the objective.

Details of the planner's assessment against the provision are set out below.

Scheme Provision	Planner's Assessment
15.4.3 Performance Criteria P1	<p>The food van will be obscured when viewed from a street or public place, being located behind the existing building at 66 Emu Bay Road.</p> <p>The proposal does not include car parking on-site. Customers will park in public car parking areas and use the pathway over the right-of-way as access to the site. The proposal does not include external lighting.</p> <p>Emu Bay Road has street lighting, which would illuminate the entrance to the pathway. The pathway does not contain any external lighting. The distance between the Emu Bay Road footpath to the food van site is approximately 17m. The food van will be lit internally and located approximately 3m from the edge of the right-of-way.</p>

12.1.5 Planner's Advice - Performance Criteria

Scheme Provision	Planner's Assessment
	<p>To illuminate the end of the walkway, it is recommended that a condition be placed on the permit for an external light (either fixed or portable) be placed on the site. The external light must illuminate the walkway, for the security and safety of users. The condition shall ensure compliance with Clause 16.3.1 A2.</p> <p>With the recommended condition, the proposal satisfies the Performance Criteria.</p>

C2.0 Parking and Sustainable Transport Code

C2.5.1 Car parking numbers	
Planning Scheme Provision	Objective
	<i>That an appropriate level of car parking spaces are provided to meet the needs of the use.</i>
	Performance Criteria P1
	<p>P1.1</p> <p><i>The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to:</i></p> <ul style="list-style-type: none"> <i>a) the availability of off-street public car parking spaces within reasonable walking distance of the site;</i> <i>b) the ability of multiple users to share spaces because of: <ul style="list-style-type: none"> <i>(i) variations in car parking demand over time; or</i> <i>(ii) efficiencies gained by consolidation of car parking spaces;</i> </i> <i>c) the availability and frequency of public transport within reasonable walking distance of the site;</i> <i>d) the availability and frequency of other transport alternatives;</i> <i>e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping;</i> <i>f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity;</i> <i>g) the effect on streetscape; and</i> <i>h) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the use and development.</i>

Summary of Planner's Advice

The development is assessed as satisfying Performance Criteria P1.1 and is consistent with the objective.

Details of the planner's assessment against the provision are set out below.

Scheme Provision	Planner's Assessment
<p>C2.5.1</p> <p>Performance Criteria P1.1</p>	<p>The proposal is to operate a food van onsite. The application does not include any car parking on-site. Table C2.1 requires 6 car parking spaces. Due to the dimensions of the property and the location of the existing building, there is no ability for car parking to be provided on-site.</p> <p>A number of businesses fronting Emu Bay Road do not provide car parking on-site.</p> <p>From Tuesday to Thursday, the proposed opening hours are 4pm to 9pm. After 5pm, the demand for on-street carparking from other businesses would be reduced. On Friday and Saturday, the proposed opening hours are 12pm to 9pm. From 12pm to 5pm there would be mixed demand for car parking on the street, with other businesses.</p> <p>There is public on-street car parking available in Emu Bay Road, West Church Street and West Parade. There are Council's off-street car parking areas off West Parade. The car parking area off West Parade is approximately 200m from the site (400m is considered a reasonable walking distance). On-street car parking is formed and delineated.</p>

12.1.5 Planner's Advice - Performance Criteria

Scheme
Provision

Planner's Assessment




Figure 1: View of Emu Bay Road, facing west. 'Wholesome House' on the left side of the road. Photo taken Friday 23 February 2024 at 11.58am.



Figure 2: View of on-street car parking on West Church Street, between West Parade and Emu Bay Road. Photo taken Friday 23 February 2024 at 12noon.

12.1.5 Planner's Advice - Performance Criteria

Scheme Provision	Planner's Assessment
	 <p data-bbox="469 1086 1423 1153"><i>Figure 3: View of off-street public car parking off West Parade. Photo taken Friday 23 February 2024 at 12.02pm.</i></p> <p data-bbox="427 1189 1461 1391">Public transport is limited within the township of Deloraine. Other alternatives to car transport include bicycle and walking. Within the business area, there are footpaths on both sides of Emu Bay Road. The closest General Residential Zone area is located within walking distance from the site.</p> <p data-bbox="427 1435 1461 1554">With the availability of car parking in the general area and with formed footpaths on both sides of Emu Bay Road, the reliance on on-street car parking is considered reasonable.</p> <p data-bbox="427 1592 1082 1630">The proposal satisfies the Performance Criteria.</p>

12.1.5 Planner's Advice - Performance Criteria

Planning Scheme Provision	C2.5.2 Bicycle parking numbers
	Objective
	<i>That an appropriate level of bicycle parking spaces are provided to meet the needs of the use.</i>
	Performance Criteria P1
	P1
	<i>Bicycle parking spaces must be provided to meet the reasonable needs of the use, having regard to:</i>
	<ul style="list-style-type: none"> <i>a) the likely number of users of the site and their opportunities and likely need to travel by bicycle; and</i> <i>b) the availability and accessibility of existing and any planned parking facilities for bicycles in the surrounding area.</i>

Summary of Planner's Advice

The development is assessed as satisfying Performance Criteria P1 and is consistent with the objective.

Details of the planner's assessment against the provision are set out below.

Scheme Provision	Planner's Assessment
C2.5.2 Performance Criteria P1	<p>The proposal does not include any formal bicycle parking onsite. The proposal triggered the requirement for 1 bicycle parking space. There is ample space onsite for informal bicycle parking without comprising the customer queueing area.</p> <p>The proposal satisfies the Performance Criteria.</p>

APPLICATION FORM

PLANNING PERMIT

Land Use Planning and Approvals Act 1993



Meander Valley Council
Working Together

- Application form & details **MUST** be completed **IN FULL**.
- Incomplete forms will not be accepted and may delay processing and issue of any Permits.

OFFICE USE ONLY

Property No:	<input type="text"/>	Assessment No:	<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
DA\	<input type="text"/>	PA\	<input type="text"/>	PC\	<input type="text"/>		

- Is your application the result of an illegal building work? Yes No Indicate by ✓ box
- Have you already received a Planning Review for this proposal? Yes No
- Is a new vehicle access or crossover required? Yes No

PROPERTY DETAILS:

Address:	<input type="text" value="66 EMU BAY RD,"/>	Certificate of Title:	<input type="text" value="117313"/>
Suburb:	<input type="text" value="DELORAINÉ"/>	<input type="text" value="TAS"/>	Lot No: <input type="text" value="1"/>
Land area:	<input type="text" value="245m<sup>2</sup>"/>	m ² / ha	
Present use of land/building:	<input type="text" value="RETAIL / COMMERCIAL"/>	<small>(vacant, residential, rural, industrial, commercial or forestry)</small>	

- Does the application involve Crown Land or Private access via a Crown Access Licence: Yes No
- Heritage Listed Property: Yes No

DETAILS OF USE OR DEVELOPMENT:

Indicate by ✓ box

<input type="checkbox"/> Building work	<input type="checkbox"/> Change of use	<input type="checkbox"/> Subdivision	<input type="checkbox"/> Demolition
<input type="checkbox"/> Forestry	<input checked="" type="checkbox"/> Other	<input type="text" value="SET UP OF FOOD VAN"/>	

Total cost of development (inclusive of GST): Includes total cost of building work, landscaping, road works and infrastructure

Description of work:

Use of building: (main use of proposed building – dwelling, garage, farm building, factory, office, shop)

New floor area: m² New building height: m

Materials:

External walls:	<input type="text" value="NA"/>	Colour:	<input type="text" value="NA"/>
Roof cladding:	<input type="text" value="NA"/>	Colour:	<input type="text" value="NA"/>

12.1.6 Application Documents



RESULT OF SEARCH

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SEARCH OF TORRENS TITLE

VOLUME 117313	FOLIO 1
EDITION 4	DATE OF ISSUE 11-Aug-2006

SEARCH DATE : 23-Jan-2024

SEARCH TIME : 04.20 PM

DESCRIPTION OF LAND

Town of DELORAINE
Lot 1 on Plan 117313
Derivation : Part of 4 Acres Gtd. to John Thomas
Prior CT 2924/90

SCHEDULE 1

C629321 TRANSFER to JADE JOHN MOREA Registered 11-Aug-2006
at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
BENEFITING EASEMENT the right to pass and repass at all times
with or without vehicles along the strip of land
marked A.B.C.D. on Plan No. 117313
A671291 AGREEMENT pursuant to Section 27D of the Real
Property Act 1886 Registered 14-Nov-1980 at 12.03 PM
C730219 MORTGAGE to Commonwealth Bank of Australia
Registered 11-Aug-2006 at 12.01 PM

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations

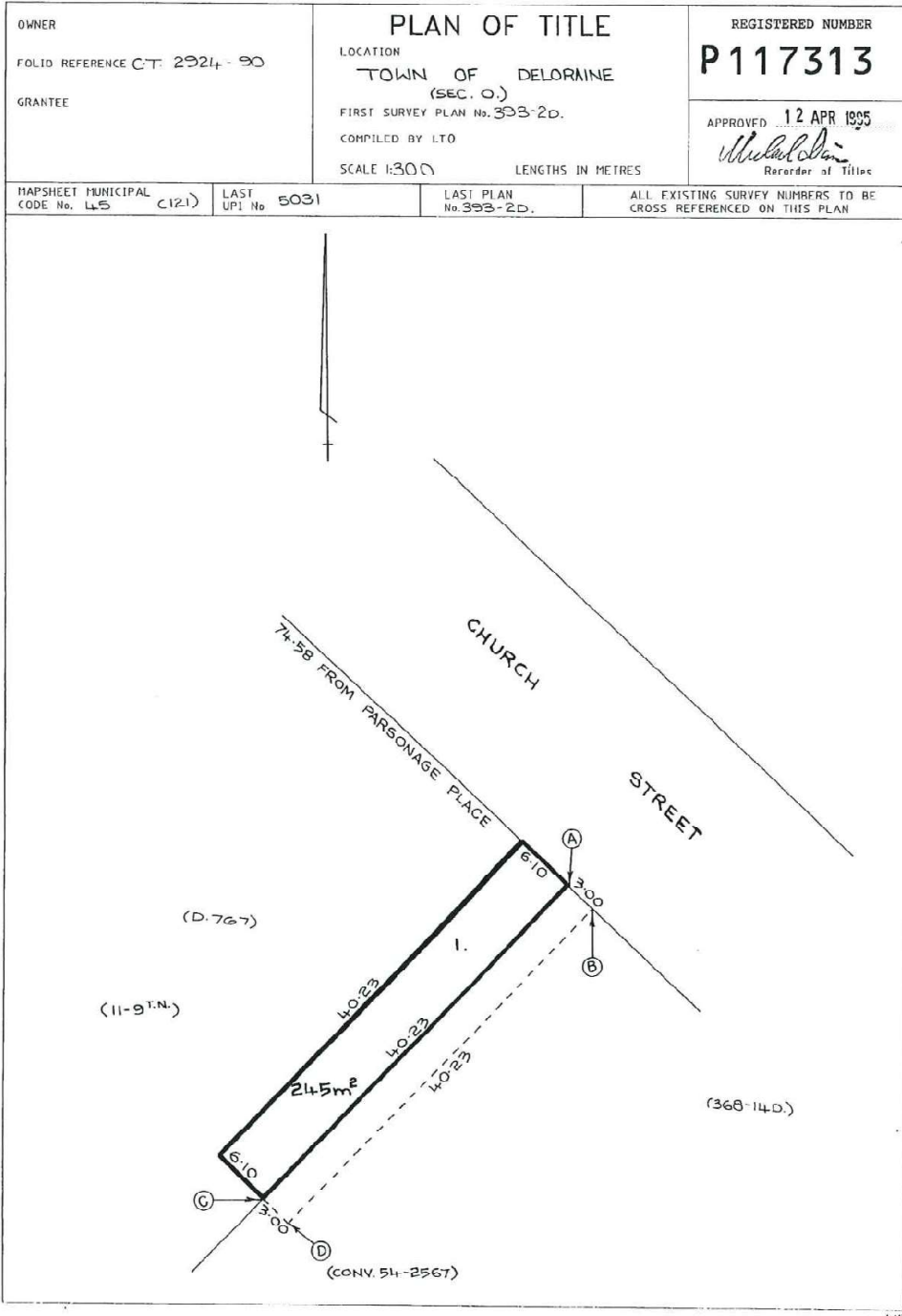
Page 1 of 1

12.1.6 Application Documents



FOLIO PLAN
RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



Search Date: 23 Jan 2024 Search Time: 04:20 PM Volume Number: 117313 Revision Number: 01 Page 1 of 1

Department of Natural Resources and Environment Tasmania
 Document ID: 581094673415
 Version: 1.0 Date: 02/02/2024

www.thelist.tas.gov.au

12.1.6 Application Documents



RESULT OF SEARCH

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SEARCH OF TORRENS TITLE

VOLUME 141470	FOLIO 1
EDITION 1	DATE OF ISSUE 18-Jan-2005

SEARCH DATE : 25-Jan-2024

SEARCH TIME : 01.01 PM

DESCRIPTION OF LAND

Town of DELORAINÉ
Lot 1 on Sealed Plan 141470
Derivation : Part of 4A-0R-0P. Granted to John Thomas.
Prior CT 140961/1

SCHEDULE 1

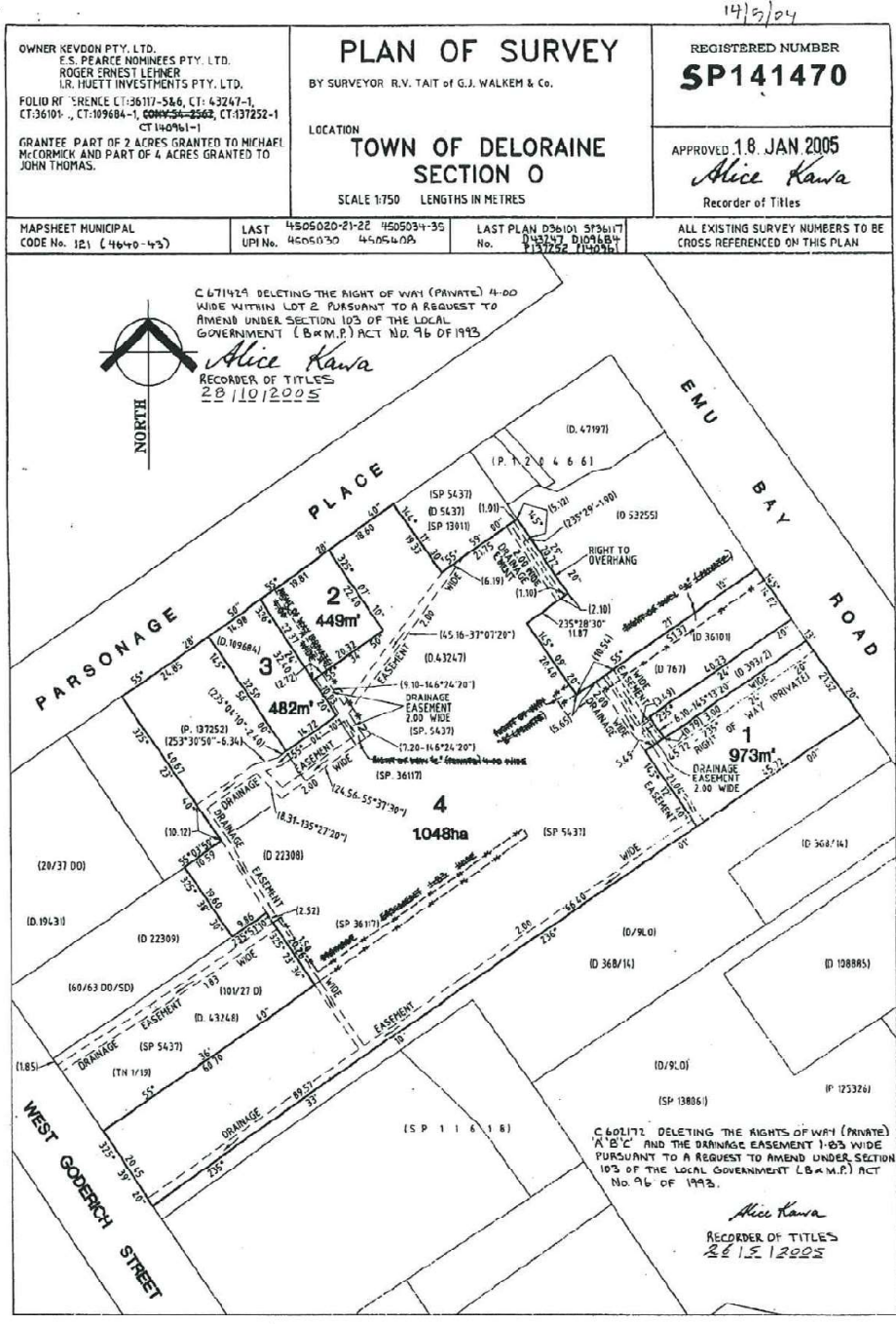
I. R. HUETT INVESTMENTS PTY LTD

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
SP 141470 EASEMENTS in Schedule of Easements
54/2567 CONVEYANCE Made Subject to Conditions
C510706 MORTGAGE to Australia and New Zealand Banking Group
Limited Registered 08-Apr-2004 at noon

UNREGISTERED DEALINGS AND NOTATIONS

No unregistered dealings or other notations



Search Date: 25 Jan 2024 Search Time: 01:01 PM Volume Number: 141470 Revision Number: 05 Page 1 of 1



SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



SCHEDULE OF EASEMENTS	Registered Number
NOTE: THE SCHEDULE MUST BE SIGNED BY THE OWNERS & MORTGAGEES OF THE LAND AFFECTED. SIGNATURES MUST BE ATTESTED.	SP 14 1470

PAGE 1 OF 4 PAGE/S
4

EASEMENTS AND PROFITS

Each lot on the plan is together with:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as may be necessary to drain the stormwater and other surplus water from such lot; and
- (2) any easements or profits a prendre described hereunder.

Each lot on the plan is subject to:-

- (1) such rights of drainage over the drainage easements shown on the plan (if any) as passing through such lot as may be necessary to drain the stormwater and other surplus water from any other lot on the plan; and
- (2) any easements or profits a prendre described hereunder.

The direction of the flow of water through the drainage easements shown on the plan is indicated by arrows.

~~Lot 4 is together with a right of way (private) 4 metres wide passing through lot 2 and marked RIGHT OF WAY (PRIVATE) on the plan.~~

Lot 4 is subject to a right to overhang marked RIGHT TO OVERHANG on the plan appurtenant to Certificate of Title Volume 53255/1 marked ~~D53255~~ ^{over that portion of land} on the plan.

~~Lot 2 on the plan is subject to a right of way (private) marked RIGHT OF WAY (PRIVATE) on the plan, appurtenant to Lot 4 on the plan.~~

The land contained in Certificate of Title Volume 53255/1 marked ~~D53255~~ on the plan is together with a right to overhang marked RIGHT TO OVERHANG on the plan appurtenant to Lot 4 on the plan.

~~The land contained in Certificate of Title Volume 117313/1 marked D393/2 on the plan is together with a right of way (private) 2 metre wide marked RIGHT OF WAY (PRIVATE) on the plan.~~

Lot 1 on the plan being the land contained in Conv. 54/2567 is subject to a right of way (private) marked ^{right to pass and re-pass over the} RIGHT OF WAY (PRIVATE) on the plan appurtenant to the Lot marked D393/2 on the plan being the land contained in Certificate of Title Volume 117313/1.

Right of way (private) means the full and free right for every person who is at any time is entitled to an estate or interest in possession in the land herein indicated as the dominant tenement or any part thereof with which the right shall be capable of enjoyment, and every person authorised by him, to go, pass and re-pass at all times for all purposes with or without animals or vehicles or both to and from the said dominant tenement or such part thereof.

1. Right to overhang means the owner of the lot benefited;
 - a) has the right to overhang on the lot burdened, the over head ramp created by the plan and to be erected in accordance with planning permit DA239/2002, but only to the extent that the overhang is within the site of this easement.
 - b) must keep the overhanging ramp in good repair and safe condition, and
 - c) do anything reasonably necessary for the purposes, including;
 - i) entering the lot burdened,

(USE ANNEXURE PAGES FOR CONTINUATION)

SUBDIVIDER: Kevdon Pty Ltd, E.S. Pearce Nominees Pty Ltd, Roger Ernest Lehner and I.R. Huett Investments Pty Ltd FOLIO REF: CT36117#5, CT36117#6, CT43247/1, CT36101/1, CT109684/1, CT137252/1, CONV54/2567 SOLICITOR & REFERENCE: Dennis Adrian Danaher 3002234	PLAN SEALED BY: Meander Valley Council DATE: 12 th May 2004 DA 239/2002 REF NO. Council Delegate
NOTE: The Council Delegate must sign the Certificate for the purposes of identification.	

Right of Way burdening Lot 2 hereon deleted by me pursuant to Request to Amend No. C571429 made under Section 103 of Local Government (Building & Miscellaneous Provisions) Act 1993
 28/1/07 2004
 Alice Kawa
 Recorder of Titles

ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 2 OF 4 PAGES	Registered Number SP 14 1470
SUBDIVIDER: Kevdon Pty Ltd, E.S. Pearce Nominees Pty Ltd, Roger Ernest Lehner and I.R. Huett Investments Pty Ltd FOLIO REFERENCE: CT361175/5, CT361175/6, CT43247/1, CT36101/1, CT109684/1, CT137252/1, CONV54/2567	

- ii) taking anything onto the lot burdened,
 - iii) carrying out work.
2. In exercising those powers, the owners of the lot benefited must;
 - a) ensure all work is done properly
 - b) cause as little inconvenience as practicable to the owner and the occupier of the lot burdened and;
 - c) restore the lot burdened as nearly as practicable to its former condition, and
 - d) make good any collateral damage.
 3. The owner of the lot burdened may request this easement be extinguished if and when the overhead ramp is removed.
 4. The owner of the lot burdened must not do or allow anything to be done to damage or interfere with the overhead ramp.



ROGER ERNEST LEHNER) *R. E. Lehner*
 As owner of the land contained in)
 Certificate of Title 109684/1, ^{IN THE})
~~M. Class~~ ^{PACKAGE OF})
 MARCUS CHESSE, LEGAL SECRETARY, 58 EMU BAY ROAD, DELVAINE)

ANZ BANKING GROUP)
 As Mortgagee of the land contained in)
 Certificate of Title 109684/1)

EXECUTED BY)
 KEVDON PTY LTD, ^{IN ACCORDANCE WITH})
^{SIX CORPORATIONS ACT})
 As an owner of the land contained)
 Certificates of Title 137252/1, 361175/6,)
 361175/5, 36101/1 & 43247/1, 53255/1,)
 53255/2, 117313/1)

SCK
 DIRECTOR)

E. S. Pearce
 DIRECTOR)

EXECUTED BY)
 E.S. PEARCE NOMINEES PTY LTD)
^{IN ACCORDANCE WITH SIX CORPORATIONS ACT})
 As an owner of the land contained in)
 Certificates of Title 137252/1, 361175/6,)
 361175/5, 36101/1, 43247/1, 53255/1,)
 53255/2, 117313/1)

WESTPAC BANKING CORPORATION)
 As mortgagee of the land contained in)
 Certificates of Title 36117/6, 36117/5,)
 36101/1 & 43247/1, 53255/1, 53255/2)

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

12.1.6 Application Documents



SCHEDULE OF EASEMENTS

RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 3 OF 4 PAGES <i>4</i>	Registered Number SP 14 1470
SUBDIVIDER: Kevdon Pty Ltd, E.S. Pearce Nominees Pty Ltd, Roger Ernest Lehner and I.R. Huett Investments Pty Ltd FOLIO REFERENCE: CT361175/5, CT361175/6, CT43247/1, CT36101/1, CT109684/1, CT137252/1, CONV54/2567	

EXECUTED BY
I.R. HUETT INVESTMENTS PTY LTD
IN ACCORDANCE TO THE 2.3.3 CONDITIONS OF THE ACT
As owners of the land contained in
CONV.54/2567

Lehner
Stewart



Westpac Banking Corporation
ABN 33 037 457 141
Mortgage under Mortgage N° *C186728*
C186728 HEREBY
CONSENTS to the within

Dated this *1st* day of *APRIL* 20*04*
Westpac Banking Corporation
By its Attorney

Manager
National Property Finance Loan Centre
Power of Attorney

Registered No. 72 Back 5446

Megan Trinnie
BANK OFFICER
Westpac Banking Corporation

Signed by Kay Stewart)
and Lindsay John Stewart)
in the presence of)

K. Stewart
L. John Stewart
R. Lehner
RENE BRANKER
WEST PAC BANKING
GEORGETOWN

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

ANNEXURE TO SCHEDULE OF EASEMENTS PAGE 4 OF 4 PAGE/S	Registered Number SP 141470
SUBDIVIDER: KEVDON PTY. LTD. & OTHERS FOLIO REFERENCE: 36117/5 & OTHERS	

EASEMENTS (Continued):

Lots 1 and 4 on the plan are each subject to a right of drainage for Meander Valley Council over the drainage easements shown on the plan passing through such lots.

~~Lot 4 on the plan is subject to a right of drainage (appurtenant to that portion of Lot 4 formerly comprised in Lots 1 to 3 on Sealed Plan No. 5437) over the Drainage Easement 1.83 wide shown on the plan passing through such lot.~~

~~Lot 4 on the plan is subject to a right of carriageway (appurtenant to that portion of Lot 4 formerly comprised in Lots 1 to 3 on Sealed Plan No. 5437) over Right of Way "A" (Private) shown on the plan.~~

~~Lot 4 on the plan is subject to a right of carriageway (appurtenant to that portion of Lot 4 formerly comprised in Lot 1 on Diagram No. 36101) over Right of Way "B" (Private) shown on the plan.~~

Lots 2 and 4 on the plan are each subject to a right of carriageway (appurtenant to that portion of Lot 4 on the plan formerly comprised in Lot 4 on Sealed Plan No. 36147) over the Right of Way (Private) 4.00 wide and Right of Way "C" (Private) 4.00 wide respectively shown passing through such lots.

Drainage Easement 1.83 wide, Right of Way "A" (Private), Right of Way "B" (Private) and Right of Way (Private) 4.00 wide and Right of Way "C" (Private) 4.00 wide heron deleted by me pursuant to Request to Amend No. C602172 made under Section 103 of Local Government (Building & Miscellaneous Provisions) Act 1993

Alice Kavan
Recorder of Titles
26/5/2005

NOTE: Every annexed page must be signed by the parties to the dealing or where the party is a corporate body be signed by the persons who have attested the affixing of the seal of that body to the dealing.

12.1.6 Application Documents

Proposal for 'Launnie Kebab House' food van at 66 Emu Bay Rd, Deloraine – additional details

Opening times:

Staff numbers:

Method for disposing of rubbish and waste water:

External lighting:

External furniture:

Images of 8m x 2.4m van:



12.1.6 Application Documents

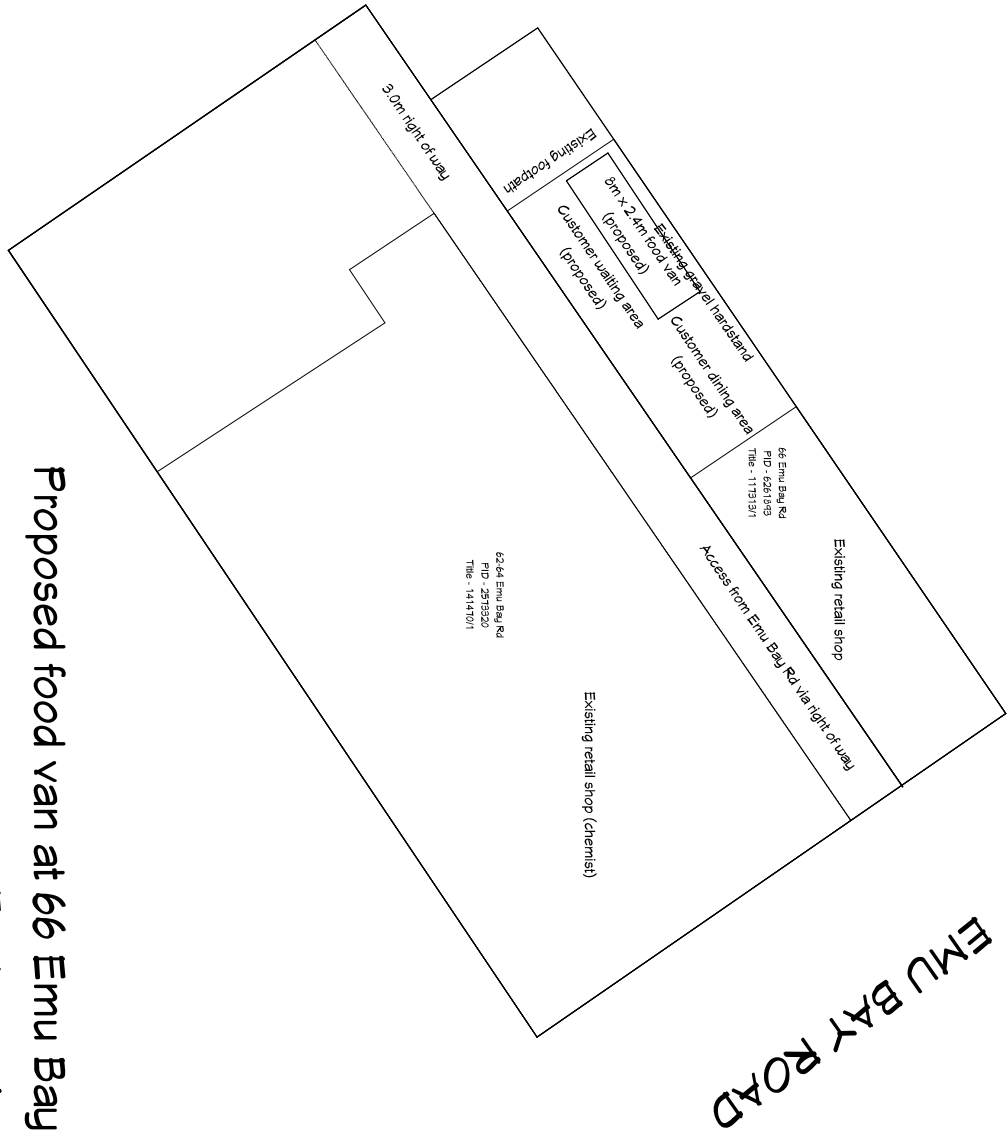


Image of proposed location:



12.1.6 Application Documents

Document Set ID: 1879398
Version: 1, Version Date: 23/01/2024



Proposed food van at 66 Emu Bay Rd Deloraine

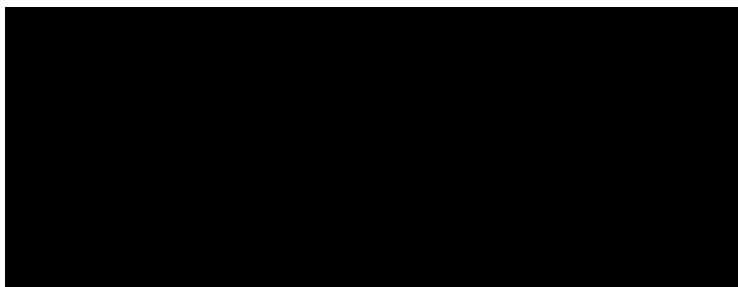
For Launnie Kebab House

Site Layout

Scale 1:200

Document Set ID: 1879398
Version: 1, Version Date: 02/02/2024

12.1.6 Application Documents



Opening times:

Monday closed
Tuesday 4pm to 9pm
Wednesday 4pm to 9pm
Thursday 4pm to 9pm
Friday 12pm to 9pm
Saturday 12pm to 9pm
Sunday closed

Staff numbers: 3 people

Method for disposing of rubbish and waste water: bringing it home

External lighting: no

External furniture: one chair, and one table



12.1.6 Application Documents

From: [REDACTED]
Sent: Thu, 25 Jan 2024 13:56:16 +1100
To: "Leanne Rabjohns" <Leanne.Rabjohns@mvc.tas.gov.au>
Subject: Re: PA\24\0169 - additional information required - 66 Emu Bay Road, Deloraine
- Food Van

You don't often get email from [REDACTED] [Learn why this is important](#)

[REDACTED]

State how goods will be delivered to the site – you stated that food is delivered on a Friday at 12noon. I assume that the delivery van will park in the street and deliver through the right-of-way on the neighbouring land.

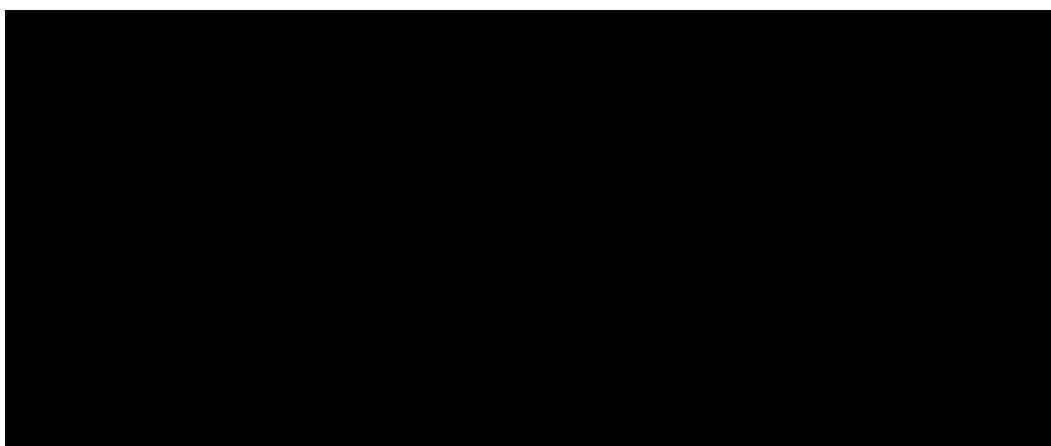
Yes I've also picked with the guy that's always deliver our stuff to our shop every single Friday and I told him if is possible if you could park it on the side of the road near 66 Emu Bay Road and bring our delivery down to us. He agreed with it

12.1.6 Application Documents

From: [REDACTED]
Sent: Thu, 25 Jan 2024 14:21:06 +1100
To: "Leanne Rabjohns" <Leanne.Rabjohns@mvc.tas.gov.au>
Subject: Re: PA\24\0169 - additional information required - 66 Emu Bay Road, Deloraine
- Food Van

You don't often get email from [REDACTED] [Learn why this is important](#)

That the food deliveries will occur on Friday between 7am and 9pm. Yes should comes around 12ish.



Kind Regards

Leanne Rabjohns
Town Planner



Leanne Rabjohns, Town Planner
P: 03 6393 5326 | E: Leanne.Rabjohns@mvc.tas.gov.au
[26 Lyall Street Westbury, TAS 7303](https://www.meander.tas.gov.au) | PO Box 102, Westbury Tasmania 7303
www.meander.tas.gov.au

Notice of confidential information

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Document Set ID: 1874856
Version: 1, Version Date: 02/02/2024

12.1.7 Agency Consultation - Taswater

From: "TasWater Development Mailbox" <Development@taswater.com.au>
Sent: Thu, 1 Feb 2024 14:08:29 +1100
To: "Planning @ Meander Valley Council" <planning@mvc.tas.gov.au>
Subject: RE: PA\24\0169 - Emu Bay Road 66 Deloraine - referral to TasWater - Food Services

Dear Planning Authority,

Pursuant to the Water and Sewerage Industry Act 2008 (TAS) Section 56P(1) TasWater has assessed the application for the above mentioned permit and has determined that the proposed development does not require a submission from TasWater.

If you have any queries, please contact me.

Regards,

Jake Walley

Assessment Officer – Sustainable Infrastructure Services

My working hours are Monday – Friday (Friday until 11am)



M +61 467 625 805
E Jake.Walley@taswater.com.au
A GPO Box 1393, Hobart, TAS 7001
A 36-42 Charles Street, Launceston, TAS 7250

taswater.com.au

Think about the
water we waste

[Learn more >](#)



From: Planning @ Meander Valley Council <planning@mvc.tas.gov.au>
Sent: Thursday, January 25, 2024 4:34 PM
To: TasWater Development Mailbox <Development@taswater.com.au>
Subject: PA\24\0169 - Emu Bay Road 66 Deloraine - referral to TasWater - Food Services

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender.

PA\24\0169
15280

Governance

Declaration of Office - Councillor Daniel Smedley

Report Author Wezley Frankcombe
Manager Governance and Performance

Authorised by Jonathan Harmey
General Manager

Decision Sought To acknowledge the declaration of office, in accordance with section 321 of the *Local Government Act 1993*.

Vote Simple majority

Recommendation to Council

That Council:

1. Notes the Certificate of Election issued to the Meander Valley Council by the Tasmanian Electoral Commission on 13 February 2024.
2. Acknowledges that Daniel Smedley made his Declaration of Office at the Council Chambers, 26 Lyall Street, Westbury on 19 February 2024.

Report

A Certificate of Election for the 2022 Local Government Elections was issued to Meander Valley Council on 13 February 2024 (Attachment 1).

Section 321 of the *Local Government Act 1993* (Tas) requires that:

- (1) Any person elected as councillor must make a prescribed declaration in a prescribed manner.
- (2) A person elected as a councillor who has not made a declaration must not-
 - (a) act in the office of councillor, mayor or deputy mayor; or
 - (b) take part in the proceedings of any meeting of the council or a committee.

(3) A council is to acknowledge the making of a declaration at its meeting and the General Manager is to record that fact in the minutes of that meeting.

Daniel Smedley made his declarations of office at the Council Chambers, 26 Lyall Street, Westbury on Tuesday, 19 February 2024 at approximately 1.30pm (Attachment 2).

The General Manager, Jonathan Harmey was a witness to the above Declaration of Office.

standard practice.

- Attachments**
1. Certificate of Election [13.1.1 - 2 pages]
 2. Declaration of Office [13.1.2 - 1 page]

Strategy Supports the objectives of Council's strategic future direction 5: innovative leadership and community governance

See Meander Valley Community Strategic Plan 2014-24. [Click here](#) or visit www.meander.tas.gov.au/plans-and-strategies to view.

Policy Not applicable

Legislation *Local Government Act 1993*

Consultation Not applicable

Budget & Finance Not applicable

Risk Management Not applicable

Alternative Motions Not applicable

13.1.1 Certificate Of Election



Reference 05.08.35

Level 3
169 Main Road
Moonah Tasmania 7009
PO Box 307
Moonah Tas 7009
Phone (03) 6208 8700
Fax (03) 6208 8791
ballot.box@tec.tas.gov.au
www.tec.tas.gov.au

Jonathan Harmey
General Manager
Meander Valley Council
PO Box 102
Westbury TAS 7303

Dear Jonathan

Recount to fill Councillor vacancy— Meander Valley Council

Following the Councillor vacancy triggered under Schedule 5 of the *Local Government Act 1993* by Councillor Lachlan Dornauf's resignation on the 31st of January 2024, I have conducted a recount in accordance with section 307 of the *Local Government Act 1993*.

Consents to participate in the recount were received from seven currently eligible candidates not elected at the 2022 local government ordinary election.

I have declared Daniel Smedley elected to fill the Councillor vacancy, to serve until the 2026 ordinary election of the Council.

For your information, I have enclosed the certificate of election and a scrutiny sheet.

Please do not hesitate to contact me if you need further information or assistance.

Yours sincerely

A handwritten signature in black ink, appearing to be "AH", written over a light blue horizontal line.

Andrew Hawkey
ELECTORAL COMMISSIONER
13 February 2024

Enclosures: certificate of election
scrutiny sheet



MEANDER VALLEY COUNCIL

CERTIFICATE OF ELECTION BY RECOUNT

I have conducted a recount in accordance with section 307 of the *Local Government Act 1993*.

I have this day declared

Daniel Smedley

elected to fill the vacant office of councillor
to serve until the next ordinary election
of the Council.

A handwritten signature in black ink, appearing to read "A Hawkey", written in a cursive style.

Andrew Hawkey
ELECTORAL COMMISSIONER
13 February 2024



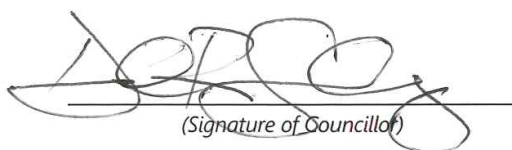
Meander Valley Council
Working Together

Declaration of Office

Local Government Act 1993, section 321

I, Daniel Smedley, having been elected as Councillor to the Meander Valley Council, so solemnly declare that I will

- (a) faithfully carry out the functions and exercise the powers vested in me by virtue of that office to the best of my ability and in accordance with the law;
- (b) comply with the Council's code of conduct;
- (c) engage in ongoing professional development; and
- (d) abide by the principles of good governance.



(Signature of Councillor)

Made before me at Westbury in Tasmania
on the nineteenth day of February 2024



(Jonathan Harmey, General Manager)

Infrastructure Services

Review of Policy No. 60 - Asset Management

Report Author Robert Little
Asset Management Coordinator

Authorised by Peter Jones
Acting Director Infrastructure Services

Decision Sought That Council endorses the continuation of Policy No. 60 – Asset Management

Vote Simple majority

Recommendation to Council

That Council confirms the continuation of Policy No. 60 – Asset Management, as shown below:

Policy No. 60	Asset Management
Purpose	The purpose of this policy is to set guidelines for implementing consistent asset management processes throughout the organisation.
Department	Infrastructure Services
Author	Robert Little, Asset Management Coordinator
Council Meeting Date	12 March 2024
Minute Reference	XXX
Next Review Date	March 2028

POLICY

1. Definitions

Infrastructure assets Physical assets that provide services to our community and contribute to meeting the needs of organisations or

the need for access to major economic and social facilities and services. Typically fixed in place, large, interconnected networks or portfolios of composite assets with long lives.

<i>Maintenance</i>	All actions necessary for retaining an asset as near as practicable to its original service condition, excluding rehabilitation or renewal to ensure the asset reaches its expected useful life.
<i>Renewal</i>	Is work to restore or replace an existing asset to its original service potential and capacity.
<i>Asset upgrade</i>	Improvements undertaken to an existing asset, or replacement of an existing asset, to provide a higher level of service.
<i>New asset</i>	Assets that are created to meet additional service level requirements.
<i>Whole of Life</i>	Includes all costs associated with the ownership of an asset that allows it to continue to function and meet service needs over its life including planning/creation, operations, maintenance, depreciation, renewal and disposal. If asset planning is limited to a single phase such as creation, decisions may not take into account long-term issues. Whole of Life is also referred to as Life Cycle Cost.

2. Objective

The objectives of this Policy are to ensure the provision and management of the Council's infrastructure assets are undertaken in a financially sustainable manner, with the appropriate levels of service to customers and the environment consistent with the Council's Community Strategic Plan.

To support the development and implementation of the Council's;

- Asset registers and asset management plans;
- Long term strategic asset management plans; and
- Long term strategic financial management plan.

To promote and support sustainability, community resilience, climate change

adaptation and mitigation as part of strategic planning, service delivery and asset provision.

3. Scope

This Policy has application to all the Council's activities.

4. Policy

The Council is committed to implementing a systematic asset management methodology in order to deliver the Community Strategic Plan objectives, and appropriate and affordable services for our community and future generations.

Sustainable service delivery ensures that services are provided in a socially, economically and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own decisions regarding future services and service levels.

Asset management practices impact directly on the core business of the Council and appropriate long term strategic asset and financial management is required to achieve the Council's strategic and sustainable service delivery objectives. This is achieved through integrating customer values, priorities and an informed understanding of the trade-offs between risk, cost and service performance.

Principles

The Council's sustainable service delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing, operation, maintenance, renewal, upgrade, and disposal of capital assets by:

1. ensuring that the Council's infrastructure assets are provided in a manner that respects financial, cultural, economic and environmental sustainability;
2. compliance with all applicable legislative and regulatory requirements;
3. demonstrating transparent and responsible asset management processes that align with industry best practices;
4. implementing outcomes from the Council's Long Term Strategic Asset Management Plan and Asset Management Strategy and providing sufficient financial resources to accomplish them through the following actions:
 - a. Asset Management Plans completed for all major service areas;
 - b. Expenditure projections from Asset Management Plans incorporated into Council's Long-Term Financial Plan;
 - c. Regular and systematic reviews applied to all asset plans and supporting asset register data to ensure assets are managed, valued, and depreciated in accordance with appropriate best practice;

- d. Regular inspections used as part of the asset management process to ensure agreed service levels are maintained and to identify asset renewal priorities;
- e. Asset renewals required to meet agreed service levels and identified in adopted asset management plans and the long term financial plan, will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented;
- f. Future life cycle costs will be reported and considered in all decisions relating to new and upgraded services and assets and gifted assets;
- g. Future service levels with associated delivery costs determined in consultation with the community. Demand for new or improved services should consider the balance of community expectation and affordability;
- h. Ensuring necessary capacity and other operational capabilities are provided and asset management responsibilities are effectively allocated;
- i. Creating a corporate culture where all employees play a part in the overall delivery and operation of Council's assets by providing necessary awareness, training and professional development;
- j. Providing for our current customers and for future generations services they are willing and able to pay for;
- k. Considering risk management principles in relation to asset management and impacts to service delivery;
- l. Promoting sustainability and community resilience;
- m. Planning for climate change adaptation and mitigation.

Roles

Councillors determine outcomes of the Council to meet strategic objectives based on our the Council's vision and values to meet our community's needs. Councillors are responsible for the adoption of the Asset Management Policy and for ensuring that resources are appropriately allocated to ensure sustainable service delivery.

The General Manager is responsible for ensuring the delivery of the organisation's Asset Management Strategy and Plans and for maintaining systems to ensure that the Council's resources are appropriately utilised to address the organisation's strategic objectives.

The Director Infrastructure Services is responsible for the delivery of asset management by the implementation of the Asset Management Policy, Strategic Asset Management Plan and Asset Management Plans, reporting on the status and effectiveness of asset management within the Council.

The Director Works is responsible for the delivery of agreed service levels to the community through delivery of capital works and through routine operation of the Council's assets.

5. Legislation and Related Standards

Local Government Act 1993 (section 70C)

Ministerial Orders – Local Government (Content of Plans and Strategies) Order 2014

Meander Valley Council Policy No. 1 – Risk Management

Meander Valley Council Policy No. 78 – New and Gifted Assets

Meander Valley Council Policy No. 91 – Climate Change Mitigation and Adaptation

6. Responsibility

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

Report

The purpose of Policy No. 60 – Asset Management – is to support the long-term sustainable delivery of services to the community of the Meander Valley.

The *Local Government Act 1993* (the Act) requires a council to prepare an asset management policy for the municipal area. The Act details that an asset management policy:

- is to be consistent with the Council's Strategic Plan;
- guides long-term strategic asset management and financial management planning; and
- is to be consistent with the Ministerial Orders that outline required content for an asset management policy.

The Council's officers have reviewed the current policy's alignment with the Ministerial Orders, a peer review of policy content from local government authorities and a review of industry best practice for policy content.

As part of the policy review, several minor amendments were made to the existing Policy, these include:

- the inclusion of climate change and community resilience;
- inclusion of additional detail regarding data management; and
- an update of roles and responsibilities.

These changes will allow alignment with current industry practice and better address Ministerial Order requirements; however, the intent of the Council’s existing Policy has not changed.

The proposed amendments to the Policy were discussed at the 19 December 2023 Audit Panel Meeting and the Draft Policy was listed for noting at the Council Workshop held on 27 February 2024.

A marked-up version of the Policy is included as Attachment 1.

Attachments 1. Policy No 60 Asset Management Marked Up Version [14.1.1 - 6 pages]

Strategy Supports the objectives of Council’s strategic future direction 6: planned infrastructure services

See Meander Valley Community Strategic Plan 2014-24. [Click here](#) or visit www.meander.tas.gov.au/plans-and-strategies to view.

Policy The process of policy review ensures polices are kept up-to-date and appropriate

Legislation *Local Government Act 1993* (section 70C)

Consultation Not applicable

Budget & Finance Not applicable

Risk Management Not applicable

Alternative Motions Council can approve the continuation of Policy No. 60 with further amendments

POLICY MANUAL

Policy No. 60	Asset Management
Purpose	The purpose of this policy is to set provide guidelines for implementing consistent asset management processes throughout the organisation.
Department	Infrastructure Services
Author	Robert Little, Asset Management Coordinator
Council Meeting Date	11 xx February March 20240
Minute Reference	32xx/20240
Next Review Date	February 20284

POLICY

1. Definitions

<i>Infrastructure aAssets</i>	Physical assets that provide services to our community and contribute to meeting the needs of organisations or the need for access to major economic and social facilities and services. Typically fixed in place, large, interconnected networks or portfolios of composite assets with long lives.
<i>Maintenance</i>	All actions necessary for retaining an asset as near as practicable to its original service condition, excluding rehabilitation or renewal to ensure the asset reaches its expected useful life.
<i>Renewal</i>	Is work to restore or replace an existing asset to its original service potential and capacity.
<i>Asset uUpgraded Asset</i>	Improvements undertaken to an existing asset, or replacement of an existing asset, to provide a higher level of service.
<i>New aAsset</i>	New Aassets that are created to meet additional service level requirements.
<i>"Whole of Life"</i>	Includes all costs associated with the ownership of an asset that allows it to continue to function and meet service needs over its life including planning/creation, operations, maintenance,

14.1.1 Policy No 60 Asset Management Marked Up Version

depreciation, renewal and disposal. If asset planning is limited to a single phase such as creation, decisions may not take into account long-term issues. Whole of Life is also referred to as Life Cycle Cost.

Service Levels

A core part of the Council's activities is providing services for our community. Assets assist with the delivery of many of these services. Service levels are to be agreed through consultation with our community. They can be considered in terms of utilisation, function, condition, safety, cost, capacity, reliability and availability.

Are outcomes that Council delivers to the community which are not limited to safety, customer satisfaction, quality, capacity, reliability, availability and costs which meet the organisations social, political, economic and environmental objectives.

2. Objective

The objectives of this Policy are to ensure the provision and management of the Council's infrastructure assets are undertaken in a financially sustainable manner, with the appropriate levels of service to customers and the environment consistent with the Council's Community Strategic Plan.

To support the development and implementation of the Council's;

- Asset registers and asset management plans;
- Long term strategic asset management plans; and
- Long term strategic financial management plan.

To promote and support sustainability, community resilience, climate change adaptation and mitigation as part of strategic planning, service delivery and asset provision.

The objective of this policy is to:

- direct the Council in achieving its long-term strategic planning and long-term financial planning objectives and meet legislative and regulatory requirements for asset management.
- ensure assets that are well utilised and of benefit to the community are maintained in a condition and replaced as required, such that they are fit and safe for the purpose for which they were intended.

14.1.1 Policy No 60 Asset Management Marked Up Version

- enable the Council to meet its service delivery objectives efficiently and effectively through integration of asset management with organisational planning to meet the service needs of the community within levels of affordability;
- ensure provisions made for the long-term replacement of major assets are sustainable and based on informed and responsible decision making;
- creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining asset management awareness throughout the organisation;

3. Scope

This Policy has application to all the Council's activities of the Council.

4. Policy

The Council is committed to implementing a systematic asset management methodology in order to deliver the Community Strategic Plan objectives, and apply appropriate and affordable services for our community and future generations. asset management principles across all areas of Council. This includes all *whole of life* considerations in accordance with the Council's priorities for service delivery.

Sustainable service delivery ensures that services are provided in a socially, economically and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own decisions regarding future services and service levels.

The Council owns and uses approximately \$300,000,000 of infrastructure assets to support its core business of service delivery to the community.

Asset management practices impact directly on the core business of the Council and appropriate long term strategic asset and financial management is required to achieve the Council's strategic and sustainable service delivery objectives. This is achieved through integrating customer values, priorities and an informed understanding of the trade-offs between risk, cost and service performance.

A strategic whole of organisation approach to asset management will ensure that Council delivers an appropriate level of service that the community is willing to pay for.

This will provide positive impact on:

- members of the public and staff;
- the Council's financial position;
- the ability of the Council to deliver the expected level of service and infrastructure;
- the political environment in which the Council operates, and
- the legislative responsibilities of the Council.

Principles

The Council's sustainable service delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing, operation, maintenance, renewal, upgrade, and disposal of capital assets by:

1. ensuring that the Council's infrastructure assets are provided in a manner that respects financial, cultural, economic and environmental sustainability;
2. compliance with all applicable legislative and regulatory requirements;
3. demonstrating transparent and responsible asset management processes that align with industry best practices;
4. implementing outcomes from the Council's Long Term Strategic Asset Management Plan and Asset Management Strategy and providing sufficient financial resources to accomplish them through the following actions:
 - a. Asset Management Plans completed for all major service areas;
 - b. Expenditure projections from Asset Management Plans incorporated into Council's Long-Term Financial Plan;
 - c. Regular and systematic reviews applied to all asset plans and supporting asset register data to ensure assets are managed, valued, and depreciated in accordance with appropriate best practice;
 - d. Regular inspections used as part of the asset management process to ensure agreed service levels are maintained and to identify asset renewal priorities;
 - e. Asset renewals required to meet agreed service levels and identified in adopted asset management plans and the long term financial plan, will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented;
 - f. Future life cycle costs will be reported and considered in all decisions relating to new and upgraded services and assets and gifted assets;
 - g. Future service levels with associated delivery costs determined in consultation with the community. Demand for new or improved services should consider the balance of community expectation and affordability;
 - h. Ensuring necessary capacity and other operational capabilities are provided and asset management responsibilities are effectively allocated;
 - i. Creating a corporate culture where all employees play a part in the overall delivery and operation of Council's assets by providing necessary awareness, training and professional development;
 - j. Providing for our current customers and for future generations services they are willing and able to pay for;
 - k. Considering risk management principles in relation to asset management and impacts to service delivery;
 - l. Promoting sustainability and community resilience;
 - m. Planning for climate change adaptation and mitigation.

As custodians of community assets and as part of the Council's consideration of infrastructure asset management, the Council will:

14.1.1 Policy No 60 Asset Management Marked Up Version

1. provide quality infrastructure assets in accordance with the Strategic Plan and Long Term Financial Plan that support services that are appropriate, accessible, responsive and sustainable to the community, visitors and environment.
2. maintain the Strategic Asset Management Plan and Asset Management Plans for Roads, Bridges, Buildings, Stormwater and Land Improvement asset classes. The plans will be informed by community consultation and financial planning and reporting.
3. integrate asset management principles within existing planning and operational processes and manage assets in a systematic and sustainable manner.
4. ensure asset renewals required to meet agreed service levels and identified in Asset Management Plans and Long Term Financial Plans will form the basis of annual budget estimates. Risk consequences of any variations from defined asset renewals and budget resources are to be detailed in budget documentation.
5. ensure timely maintenance and renewal of assets so that *life cycle costs* are optimised for existing and new assets.
6. consider and report future *whole of life costs* in all decisions relating to gifted assets, upgrade of existing services or assets and new services or assets utilising the Council's New and Gifted Assets Policy.
7. ensure systematic and cyclic reviews will be applied to major asset classes and that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.
8. continuously improve asset management practices and the Council's Asset Management Program that are transparent and responsible which align with demonstrated best practice.

Roles

Councillors determine outcomes of the Council to meet strategic objectives based on our the Council's vision and values to meet our community's needs. Councillors They are responsible for the adoption of the Asset Management Policy and for ensuring that allocation of resources are appropriately allocated to ensure sustainable service delivery for delivery of the Strategic Plan, setting Council priorities and for the adoption of the Asset Management Policy.

The General Manager is responsible for ensuring the delivery of the organisation's Asset Management Strategy and Plans and for maintaining systems to ensure that the Council's resources are appropriately utilised to address the organisation's strategic objectives.

The Director Infrastructure Services is responsible for the delivery of asset management by the implementation of the Asset Management Policy, Strategic Asset Management Plan and Asset Management Plans, reporting on the status and effectiveness of asset management within the Council and the development and implementation of the asset management improvement processes.

14.1.1 Policy No 60 Asset Management Marked Up Version

The Director Works is responsible for the delivery of agreed service levels to the community through delivery of capital works and through ~~from~~ routine operation of the Council's assets.

5. Legislation and Related Standards

Local Government Act 1993 (section 70C)

Ministerial Orders – Local Government (Content of Plans and Strategies) Order 2014

Meander Valley Council Policy No. 1 – Risk Management

Meander Valley Council Policy No. 78 – New and Gifted Assets

Meander Valley Council Policy No. 91 – Climate Change Mitigation and Adaptation

Ministerial Orders

6. Responsibility

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

Infrastructure Services

Review of Strategic Asset Management Plan

Report Author Robert Little
Asset Management Coordinator

Authorised by Peter Jones
Acting Director Infrastructure Services

Decision Sought That Council confirms the update of the Strategic Asset Management Plan.

Vote Simple majority

Recommendation to Council

That Council confirms the continuation of the Strategic Asset Management Plan as detailed in Attachment 1.

Report

The purpose of Council's Strategic Asset Management Plan (SAMP) is to link the organisation's strategic objectives to asset management (AM) outcomes with a focus on sustainable delivery of services to our community. Council's SAMP was adopted in February 2020, and was due for review in February 2024.

The *Local Government Act 1993* (the Act) requires a council to prepare a long-term strategic asset management plan (LTSAMP) and an AM strategy for the municipal area. Ministerial Orders outlines required content for a LTSAMP and for an AM Strategy. The Act requires the LTSAMP to be published to the Council website within one month of being adopted.

Council refers to our LTSAMP as the SAMP. The SAMP document prepared by Council combines the requirements under *The Act* and Ministerial Orders for a LTSAMP and an AM Strategy.

The SAMP review includes an update of; planned asset renewal and upgrade/new expenditures, operational and maintenance expenditures, tables, charts and figures

detailed in the document, risks and risk mitigation measures relating to Council assets, any assumptions made, the continuous improvement plan, demand factors, demand management considerations and current service levels.

This review was presented to the Audit Panel meeting on 19 December 2023 and was included for noting at the 27 February Council Workshop.

The updated SAMP is detailed in Attachment 1.

Attachments 1. MVC Strategic Asset Management Plan 2024 Markup (1)
[14.2.1 - 57 pages]

Strategy Supports the objectives of Council's strategic future direction 6: planned infrastructure services.

See Meander Valley Community Strategic Plan 2014-24. [Click here](#) or visit www.meander.tas.gov.au/plans-and-strategies to view.

Policy Not applicable

Legislation *Local Government Act 1993*: (sections 70B, 70G)

Consultation Not applicable

Budget & Finance Not applicable

Risk Management Not applicable

Alternative Motions Council can approve the continuation of the Strategic Asset Management Plan with further amendments.

Strategic Asset Management Plan





Version 6 – December 2023



14.2.1 MVC Strategic Asset Management Plan 2024 Markup (1)

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Document Control	 				
Document ID: 150223 nams.plus3 strategic amp template v3.10					
Rev No	Date	Revision Details	Author	Reviewer	Approver
1	14-7-2015	First version of Strategic Asset Management Plan	R Little	John Howard	Council
2	15-12-2016	Review and annual update	R Little	D De Paoli	D De Paoli
3	1-12-2017	Review and annual update	R Little	D De Paoli	AM Team
4	23-8-2018	Review and annual update	R Little	D De Paoli	AM Team
5	11-2-2020	Review and annual update (Oct '19). Addition of Sport & Rec Venue Plan (Jan '20). Approved February Council Meeting	R Little	D De Paoli	Council
6	8-12-2023	Review and update document	R Little	D De Paoli	

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MEANDER VALLEY COUNCIL – STRATEGIC ASSET MANAGEMENT PLAN

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1. EXECUTIVE SUMMARY

Context

Meander Valley Council is responsible for the acquisition, operation, maintenance, renewal and disposal of an extensive range of physical assets. The replacement value of assets covered in this plan is \$305,855,000.

These assets include buildings, parks and reserves, sport and recreation areas, roads, footpaths, stormwater and bridges which provide service essential to our community's quality of life.

This Strategic Asset Management Plan (SAMP) takes the organisational objectives in our Meander Valley Council Community Strategic Plan 2014 to 2024 and develops the asset management (AM) objectives, principles, framework and strategies required to achieve our organisational objectives. The plan summarises activities and expenditure projections from individual Asset Management Plans (AMPs) to achieve the AM objectives. The Community Strategic Plan is due for review and update in the 2023/24 financial year.

Current situation

Council has achieved a 'core' maturity for AM as assessed against the Local Government Financial and AM Reform Project gap analysis process. Council is committed to continue to monitor its current maturity and to make improvements where the benefits exceed the costs. Improvement tasks with costs and target dates have been identified and documented in Table 7.2 Improvement Plan.

What does it Cost?

10 Year Total Cost

The projected 10 year total cost necessary to provide the services covered by this SAMP including renewal, upgrade/new, operations and maintenance is \$137,530,000 or \$13,750,000 on average per year.

10 Year Budget

Estimated available funding for this period is \$137,530,000 or \$13,750,000 on average per year.

This gives a financial indicator of 100% and demonstrates Council asset management and financial management planning will fully fund the ongoing delivery of our current service levels to the Meander Valley community.

What we will do

Our aim is to provide the services needed by the community in a financially sustainable manner. Achieving financial sustainability requires balancing service levels and performance with cost and risk.

While it may not be possible to meet all expectations for new or improved services within current financial

resources, we will continue to work with our community to ensure that any increases to current services are provided at appropriate levels of service at an affordable cost while managing risks.

Managing the Risks

There are risks associated with providing the service and not being able to complete all identified activities and projects.

We have identified major risks as:

- Reduced financial assistance grant (FAGs) funding to Council
- Increased heavy vehicle loading may lead to shorter life of some higher use rural road pavements
- Demand for sealing of unsealed roads
- Handover of ownership of some State roads to Council
- Increasing traffic volumes on Westbury Road which will lead to increased traffic congestion and maintenance demand and a reduction in the service life of the road
- Demand for new footpaths, pathways and cycleways. Respond to mobility and accessibility issues
- Increasing footpath construction standards including accessibility and mobility requirements
- Growing expectation from clubs for sport facility upgrades and improvements, and for these to be provided at a higher level of service or standard
- Demand from increasing development
- Climate change impact, increasing extreme weather events, with more frequent wetter winters and drier summers
- Internal and external resources restraints increasing costs to deliver services, operational and maintenance and construction works
- Demand for the construction of additional public toilets

We will endeavour to manage these risks within available funding by:

- Monitoring financial assistance grant (FAGs) funding levels and report on impact to fund ongoing service delivery from funding change
- Increasing the strength of higher use rural roads as required through Council's ongoing road rehabilitation programs
- Establish criteria for sealing of unsealed roads, undertake cost benefit analysis to understand impact on LTFP and ongoing financial impact verse benefit to the local community
- Continue to lobby State government to maintain control of current State roads network (there will be significant ongoing annual cost to Council from handover of these assets which would pass on

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- significant cost to the community of Meander Valley).
- Consideration of improved traffic flow on Westbury Road, and possible future formal traffic management infrastructure and management
- Development of a strategic pathway plan to inform the upgrade program in alignment with Council's LTFP. Actively identify mobility access issues and address based on risk
- Work with sporting clubs and facility users to inform of cost benefit of any upgrades and improvements to existing facilities. Grant funding will help with initial upfront cost, ongoing costs will eventually fall to the clubs/user group increased fees and user charges
- Develop accessibility upgrade and compliance plan for Council facilities and community amenities in in alignment with Council's LTFP
- Increasing operational, maintenance and asset renewal expenditure resulting from increasing development needs will be recognised through Council's LTFP and future additional FTE resources will be required to manage growing infrastructure network resulting from ongoing development
- Improved design and construction of infrastructure including renewals to enable resilience and minimise the impact of increasing extreme weather events and the impact from climate change
- Monitor market forces for materials, contractors, consultants and employees. Develop a management plan that can adapt to times of limited resources which may affect delivery of services or capital works projects
- Additional cost and possible increase in FTE to manage and maintain increased numbers of public toilets

Confidence Levels

This SAMP is based on medium to high level of confidence in the information used. Areas such as stormwater still have a low level of confidence due to limited detailed information and the time required for officers to review our current asset data, undertake site investigations and data pick up while balancing this with competing priorities and workload.

Our Current Limitations

Council is currently working with a number of strategic documents.

These strategic documents include:

- 2014-2024 Community Strategic Plan (a review and update is currently underway)
- The Blackstone Heights/Prospect Vale Structure Plan (BPSP) and Outline Development Plans (ODP) for Hadspen and Westbury
- Deloraine and Westbury Sport and Recreation Study

- Open Space Plan (OSP) outcomes
- Stormwater Management Plan and identification of network constraints and areas of growth
- Pipe open drains and undertake extensive stormwater upgrades
- Sport and recreation venue action plan
- Deloraine Precinct Plan
- Swimming Pool Review

Until these outcomes and projects are adopted by Council and given the current funding model these projects and their budgets are not included in our LTFP. There is a potential risk of funding not being available for an adopted project if it is not identified in the LTFP and also in our AMPs.

The Next Steps

The actions resulting from this SAMP are:

- Develop linkage of Council strategic documents to our AMPs and the LTFP
- Improve information about organisational objectives and AM objectives in this SAMP
- Continue to develop and improve Council's understanding of asset risks
- Develop an asset disposal plan.

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2. ASSET MANAGEMENT STRATEGY

2.1 Asset Management System

Asset Management enables an organisation to realise value from assets in the achievement of organisational objectives, while balancing financial, environmental and social costs, risk, quality of service and performance related to assets.¹

An AM system is a set of interrelated and interacting elements of an organisation to establish the AM Policy and AM objectives, and the processes needed to achieve those objectives. An AM system is more than a 'management information system'. The AM system provides a means for coordinating contributions from, and interactions between, functional units within an organisation.²

The AM system includes:

- The Asset Management Policy
- The asset management objectives
- The Strategic Asset Management Plan
- The Asset Management Plans, which are implemented in
 - Operational planning and control
 - Supporting activities
 - Control activities
 - Other relevant processes.³

2.1.1 Asset Management Policy

The AM Policy sets out the principles by which the organisation intends applying AM to achieve its organisational objectives.⁴ Organisational objectives are the results the organisation plans to achieve, as documented in our Meander Valley Council Community Strategic Plan 2014 to 2024. Our adopted AM Policy is available from our web site at <http://www.meander.tas.gov.au/page.aspx?u=517>

2.1.2 Asset Management Objectives

The AM objectives, developed in this SAMP provide the essential link between the organisational objectives and the AMP(s) that describe how those objectives are going to be achieved. The AM objectives transform the required outcomes (product or service) to be provided by the assets, into activities typically described in the AMPs. AM objectives should be specific, measurable, achievable, realistic and time bound (i.e. SMART objectives).⁵

2.1.3 Strategic Asset Management Plan

This SAMP is to document the relationship between the organisational objectives set out in the Meander Valley Council Community Strategic Plan 2014 to 2024 and the AM (or service) objectives and define the strategic framework required to achieve the AM objectives.⁶

This SAMP encompasses the following services:

- Transport
- Stormwater
- Buildings
- Bridges
- Recreation.

¹ ISO, 2014, ISO 55000, Sec 2.2, p 2

² ISO, 2014, ISO 55000, Sec 2.5.1, p 5

³ ISO, 2014, ISO 55002, Sec 4.1.1, p 2.

⁴ ISO, 2014, ISO 55002, Sec 5.2, p 7.

⁵ ISO, 2014, ISO 55002, Sec 6.2.1, p 9.

⁶ ISO, 2014, ISO 55002, Sec 4.1.1, p 2.

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The strategic AM framework incorporates strategies to achieve the AM objectives. The strategies are developed in 4 steps:

- What assets do we have?
- Our assets and their current review by Council management
- Where do we want to be?
- How will we get there?

2.1.4 Asset Management Plans

Supporting the SAMP are AMPs for major service/asset categories. The AMPs document the activities to be implemented and resources to be applied to meet the AM objectives. The SAMP summarises the key issues from following AMPs:

- Meander Valley Council Transport Asset Management Plan
- Meander Valley Council Stormwater Asset Management Plan
- Meander Valley Council Buildings Asset Management Plan
- Meander Valley Council Bridges Asset Management Plan
- Meander Valley Council Recreation Asset Management Plan.

2.1.5 Asset Management Definitions

The following definitions are to be read in conjunction with this and other Council asset management documents including the Asset Management Policy and Asset Management Plans.

Infrastructure Assets

Physical assets that contribute to meeting the needs of organisations or the need for access to major economic and social facilities and services, eg. roads, drainage, footpaths and cycleways. These are typically large, interconnected networks or portfolios of composite assets. The components of these assets may be separately maintained, renewed or replaced individually so that the required level and standard of service from the network of assets is continuously sustained. Generally the components and hence the assets have long lives. They are fixed in place and are often have no separate market value.

Non-Current Assets

Assets with a service life exceeding one year. For local government this includes roads, bridges, footpaths, stormwater, recreational buildings and facilities, computer software, plant and equipment, and intellectual property.

Maintenance

All actions necessary for retaining an asset as near as practicable to an appropriate service condition, including regular ongoing day-to-day work necessary to keep assets operating, eg road patching but excluding rehabilitation or renewal. It is operating expenditure required to ensure that the asset reaches its expected useful life.

Renewal/refurbishment

Restores, rehabilitates, replaces existing asset to its original capacity, eg gravel resheets. See Capital expenditure - renewal.

Capital expenditure - Renewal

Expenditure on an existing asset or on replacing an existing asset, which returns the service capability of the asset up to that which it had originally. It is periodically required expenditure, relatively large (material) in value compared with the value of the components or sub-components of the asset being renewed. As it reinstates existing service capacity, it generally has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time, eg. resurfacing a material part of a road network, replacing a material section of a drainage network with pipes of the same capacity, resurfacing an oval.

⁷ LGPMC, 2009, Framework 2, Sec 4.2, p 4.

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Upgrade/New

Upgrade enhancements to an existing asset to provide higher levels of service, eg widen a sealed road. New assets are created to meet additional service level requirements, eg a new building.

Capital expenditure - Upgrade

Expenditure, which replaces a previously existing asset with enhanced capability or function, where an option existed for replacement without the enhanced capability or functionality. Upgrade expenditure is discretionary and often does not result in additional revenue unless direct user charges apply. It will increase operating and maintenance expenditure in the future because of the increase in the organisation's asset base, eg. widening the sealed area of an existing road, replacing drainage pipes with pipes of a greater capacity, enlarging a grandstand at a sporting facility.

Capital expenditure - New

Expenditure which creates a new asset providing a new service/output that did not exist beforehand. As it increases service potential it may impact revenue and will increase future operating and maintenance expenditure.

“Whole of life” or “Life Cycle Cost”

Includes all costs associated with the ownership of an asset that allows it to continue to function and meet service needs over its life or even multiple iterations including planning, creation, operations, maintenance, depreciation, renewal and disposal. If asset planning is limited to a single phase such as creation, decisions may not take into account long-term issues and the ongoing cost to the community.

Service Levels (Levels of Service)

Services are the reason for having assets. Levels of Service are outcomes that Council delivers to the community which are not limited to safety, customer satisfaction, quality, capacity, reliability, availability and costs which meet the organisations social, political, economic and environmental objectives. Service levels can be measurable, helping inform councils defined service quality and identify opportunities. A large proportion of Council's annual budget is spent on delivering services to the community.

Useful life

The period over which an asset is expected to be available for use by an entity. It is estimated or expected time between placing the asset into service and removing it from service, or the estimated period of time over which the future economic benefits embodied in a depreciable asset, are expected to be consumed by the entity.

Depreciation

The systematic allocation of the depreciable amount of an asset over its useful life and recognises the consumption of economic benefit of the asset.

2.2 What Assets do we have?

We manage many assets to provide services to our community. The assets provide the foundation for the community to carry out its everyday activities while contributing to overall quality of life.

Table 2.2: Assets covered by this Plan

Asset Class/Category	Dimension
*Bridges	186 (No.) Roads inc 16 Timber (beam) 7 (No.) Parks & Reserves
Sealed Roads	569 (km)
Unsealed Roads	261 (km)
Buildings	121 (No.)
Stormwater Pipes	120 (km)
Stormwater Pits	3,548 (No.)
Playgrounds and outdoor fitness	38 (No.)
Sports grounds	8 (No.)
Parks and reserves	64 (No.)

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*In 2020-21 FY Council adopted the Austroads Bridge Management Guideline AP-R252 2004 (DIER Tas now DSG) definition for road bridges which is a 'Structure with span or diameter 1.8 m or greater, or a waterway area of 3 sq m or greater'. The Guide to Bridge Technology Part 8: Hydraulic Design of Waterway Structures states that the waterway area is determined by the length and height of the deck.

2.3 Our Assets and their management

2.3.1 Asset Values

The infrastructure assets covered by this SAMP are shown in Table 2.3.1. These assets are used to provide services to the community.

Table 2.3.1: Assets covered by this Plan

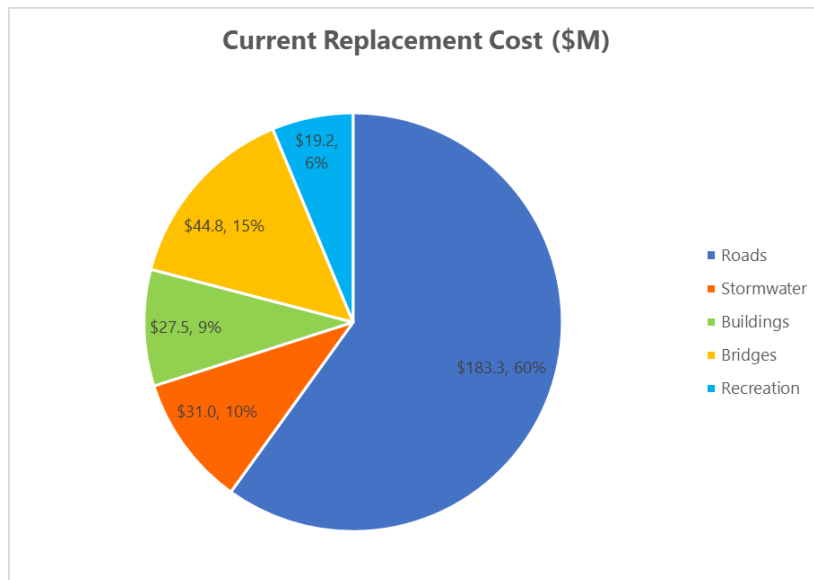
Asset Class/Category	Total Current Replacement Cost	Current Value	Annual Asset Consumption (Depreciation)
Roads	\$183,293,664	\$123,689,297	\$2,646,199
Stormwater	\$31,044,547	\$21,605,205	\$415,627
Buildings	\$27,460,855	\$27,414,062	\$481,051
Bridges	\$44,818,733	\$32,843,683	\$432,934
Recreation	\$19,237,942	\$10,043,598	\$1,150,577
TOTAL	\$305,855,741	\$215,595,845	\$5,126,388

Note:

- figures shown relate to assets covered in AMPs and do not cover other asset classes (eg Plant and Equipment)
- Total Accumulated Depreciation for 2022-23 FY was \$5,856,000

Figure 1 shows the replacement value of our assets.

Figure 1: Asset Replacement Values



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2.3.2 Asset Condition

Condition data exists for roads, bridges, buildings and to a lesser degree recreation (predominately playgrounds and outdoor fitness equipment). No comprehensive condition data has currently been identified for stormwater assets.

Council has undertaken a road condition survey in 2021, a building revaluation (including overall building condition) was undertaken in 2019, bi-annual inspections are undertaken on bridges and comprehensive playground inspections including outdoor fitness equipment is undertaken annually.

Council's asset data requires ongoing updating and review to ensure the asset register is up to date and current. This data assists with informing decisions in regards to asset valuation, network condition, renewal planning and ongoing service delivery.

2.3.3 Lifecycle Costs

Lifecycle costs (or whole of life costs) are the average annual costs that are required to sustain the service levels over the longest asset life. Lifecycle costs include operations and maintenance expenditures plus asset consumption (depreciation). Lifecycle costs can be compared to lifecycle expenditure to give an indication of sustainability in service provision.

Lifecycle expenditures include operations and maintenance expenditures (excluding depreciation) plus capital renewal expenditure. The capital renewal component of lifecycle expenditure can vary depending on the timing of asset renewals.

The lifecycle costs and expenditures averaged over the 10 year planning period are shown in Table 2.3.3.

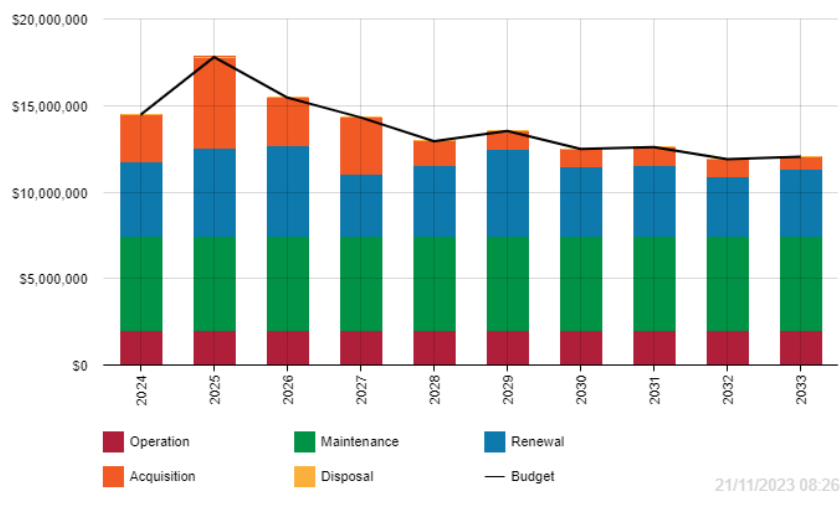
Table 2.3.3: Asset Lifecycle Costs

Asset Class/Category	Lifecycle Cost (\$/yr)	Lifecycle Expenditure (\$M/yr)	Lifecycle Sustainability Indicator
Roads	\$8,316,669	\$8,316,669	100%
Stormwater	\$206,924	\$206,924	100%
Buildings	\$1,233,344	\$1,233,344	100%
Bridges	\$669,246	\$669,246	100%
Recreation	\$1,346,706	\$1,346,706	100%
TOTAL	\$11,732,089	\$11,732,089	100%

2.3.4 Asset Management Indicators

An AM objective is to provide the services that the community needs at the optimum lifecycle cost in a financially sustainable manner. Figure 2 shows the projected operations, maintenance, capital renewal, capital upgrade/new expenditure balanced with financial outlays in the long-term financial plan.

Figure 2: Balanced Position Projected Operating and Capital Expenditure



The purpose of this SAMP is to develop the strategies to achieve the AM objectives through balancing of asset service performance, cost and risk.

2.3.5 Opportunities and Risks

We have identified opportunities relevant to the services included in this SAMP plan for the future including:

- Increased agricultural production for irrigation schemes and increased land values and Council revenue
- Increased population.

Relevant risks to the SAMP in the future are:

- Reduced financial assistance grant (FAGs) funding to Council
- Increased heavy vehicle loading which may lead to shorter life for rural road pavements in some areas for higher use roads
- Demand for sealing of unsealed roads
- Handover of ownership of some state roads to Council
- Increasing traffic volumes on Westbury Road
- Demand for new footpaths, pathways and cycleways. Respond to mobility and accessibility issues
- Increasing footpath construction standards including accessibility and mobility requirements
- Growing expectation from clubs for sport facility upgrades and improvements, and for these to be provided at a higher level of service or standard
- Demand from increasing development
- Climate change impact, increasing extreme weather events, with more frequent wetter winters and drier summers
- Internal and external resources restraints increasing costs to deliver services, operational and maintenance and construction works
- Demand for the construction of additional public toilets

Infrastructure risk management plans for these and other relevant risks are summarised with risk management activities and resource requirements incorporated in the relevant AMP(s).

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2.3.6 Asset and Financial Management Maturity

Council has taken steps to improve asset and financial management performance including assessing our AM maturity against the 3 Frameworks of the Local Government Financial Sustainability National Consistent Frameworks. Council has achieved 'core' maturity with the Frameworks. Figure 3 shows the current and target 'core' and 'advanced' maturity scores for the eleven elements of the National Frameworks for asset and financial management.

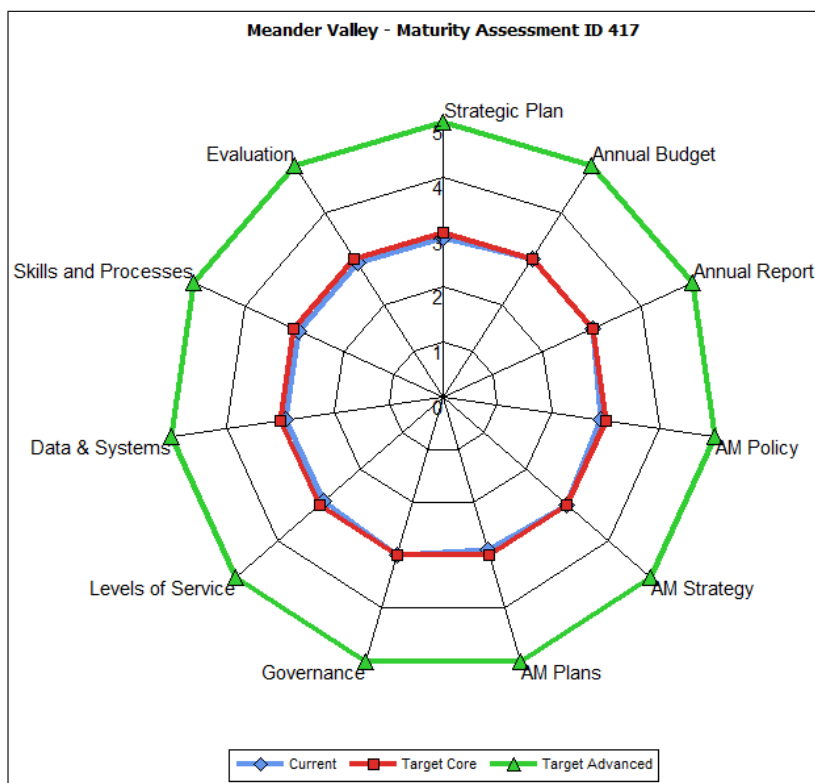


Figure 3: Maturity Assessment

Note - maturity assessment results from LGAT Financial and Asset Reform fund Gap Analysis conducted by Jeff Roorda – JRA

Improvement in 'core' maturity is indicated by movement of the blue (current maturity) line to the red ('core' maturity) and green line (desired maturity).

Council accepts a core level of maturity is appropriate for our organisation. An advanced level of maturity at this stage may not provide a measurable benefit or value to the organisation based on the level of time and resources required to achieve this.

Elements with a maturity score that require some further action include:

- Linkage of AMP to Strategic objectives
- Levels of Service
- Data and systems
- Skills and processes.

The risk to the organisation from the current maturity is shown in Figure 4.

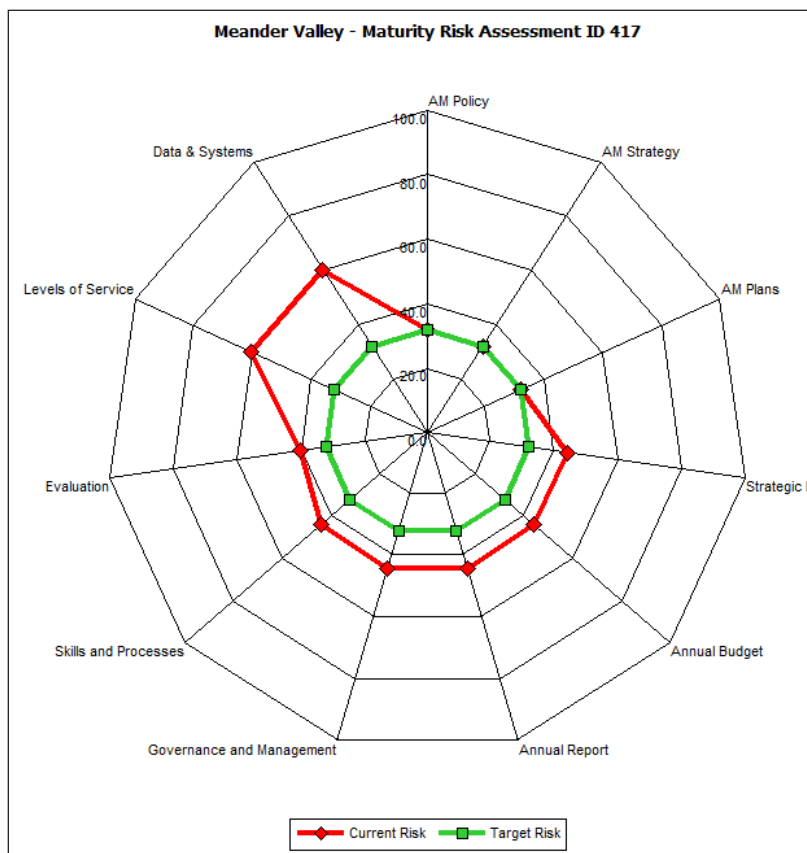


Figure 4: Maturity Risk Assessment

Reduction in risk from current maturity is indicated by movement of the red (current risk) line to the green line (desired risk).

Elements with high maturity risk to the organisation are:

- Data & systems
- Levels of service.

Both of these areas require a large investment in office time and resources. Council's Continuous Improvement Plan is targeting achievable improvements in these areas as time and resources allow.

2.3.7 Strategy Outlook

- We are able to provide current services at existing levels into the future.
- We are able to fund current infrastructure lifecycle cycle costs at current levels of service from available revenue.
- Our current asset and financial management maturity is at 'core' level but some investment is needed to improve information management, lifecycle management, service management and accountability and strategic direction.

2.4 Where do we want to be?

2.4.1 Community Expectations

Community expectations and their alignment to services delivered by Council are measured through Community Satisfaction Surveys.

Previous biennial customer satisfaction surveys were conducted by EMRS in 2013 and 2015 and by Myriad in 2011. Community engagement is necessary to ensure that informed decisions are made on future levels of service and costs and that service and risk consequences are known and accepted by stakeholders.

No customer satisfaction results following the 2015 EMRS survey is noted in Council's document management system and may not have been conducted post 2015.

2.4.2 Organisational Objectives

Council's objectives are developed in the Community Strategic Plan under Vision, Mission, Values and Priority Areas as shown below.

Vision

The backdrop of the Great Western Tiers, the mix of urban lifestyle and rural countryside give Meander Valley its unique look and feel, offering liveability and healthy lifestyle choices.

A Community working together growing for generations to come.

Values

To guide our choices and behaviours

In all that we do we will:

- Respect, listen and care for one another
- Be trustworthy, honest and tolerant
- Be positive and receptive to new ideas
- Be innovative, creative and learn
- Take a fair, balanced and long term approach
- Use sound business practices
- Work together.

Our six future directions

1. A sustainable natural and built environment
2. A thriving local economy
3. Vibrant and engaged communities
4. A Healthy and safe community
5. Innovative leadership and community governance
6. Planned infrastructure services.

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The organisational objectives developed for priority areas are shown in Table 2.4.2.

Table 2.4.2: Strategic Priority Areas and Organisational Objectives

Future Direction	Strategic Outcomes
1. Vibrant and engaged communities	3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies
2. A Healthy and safe community	4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation
3. Innovative leadership and community governance	5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley
4. Planned infrastructure services	6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies
	6.3 The Meander Valley transport network meets the present and future needs of the community and business
	6.4 Open space, parklands, recreation facilities, cemeteries and public building are well utilised and maintained
	6.5 Stormwater and flooding cause no adverse impacts
	6.6 Infrastructure services are affordable and meet the community's needs into the future

2.4.3 Asset Management Objectives (Strategies)

The AM objectives (or strategies) translate the organisational objectives into the required service outcomes to be provided by infrastructure assets and activities described in the AMPs. Actions to achieve the AM objectives with performance targets and timelines are shown in Tables 2.4.3 – 2.4.3.5.

Table 2.4.3: Asset Management Objectives - Roads

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation		
Transport service delivery is matched to demand	Review of function and capacity/usage level of service indicators annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Transport service delivery is appropriate and affordable	Review, update and link AMPs with long-term financial plans for budget estimates	Plans updated and budget based on long-term financial plan
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from road assets	Manage operations and maintenance of road assets within budget	Achieve Level of Service (LoS) targets Annual budget compliance
Provide agreed service levels from road assets	Renew and replace road assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.3 The Meander Valley transport network meets the present and future needs of the community and business		
Transport services meet community demand and usage	Provide transport services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Transport services are delivered to agreed levels of service and within budgets	Provide transport services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

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Table 2.4.3.1: Asset Management Objectives - Stormwater

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation		
Stormwater service delivery is matched to demand	Review of function and capacity/usage level of service indicators annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Stormwater service delivery is appropriate and affordable	Review, update and link AMPs with long-term financial plans for budget estimates	Plans updated and budget based on long-term financial plan
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from Stormwater assets	Manage operations and maintenance of Stormwater assets within budget	Achieve LoS targets Annual budget compliance
Provide agreed service levels from Stormwater assets	Renew and replace Stormwater assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.5 Stormwater and flooding cause no adverse impacts		
Stormwater services meet community demand and usage	Provide Stormwater services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Stormwater services are delivered to agreed levels of service and within budgets	Provide Stormwater services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

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Table 2.4.3.2: Asset Management Objectives - Buildings

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation		
Building service delivery is matched to demand	Review of function and capacity/usage level of service indicators annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Recreation service delivery is appropriate and affordable	Review, update and link AMPs with long-term financial plans for budget estimates	Plans updated and budget based on LTFFP
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from building assets	Manage operations and maintenance of building assets within budget	Achieve LoS targets Annual budget compliance
Provide agreed service levels from building assets	Renew and replace building assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.4 Open space, parklands, recreation facilities, cemeteries and public building are well utilised and maintained		
Building services meet community demand and usage	Provide building services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Building services are delivered to agreed levels of service and within budgets	Provide building services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

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Table 2.4.3.3: Asset Management Objectives - Bridges

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Bridge service delivery is appropriate and affordable	Review, update and link AMPs with long-term financial plans for budget estimates	Plans updated and budget based on long-term financial plan
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from bridge assets	Manage operations and maintenance of bridge assets within budget	Achieve LoS targets Annual budget compliance
Provide agreed service levels from bridge assets	Renew and replace bridge assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.3 The Meander Valley transport network meets the present and future needs of the community and business		
Bridge services meet community demand and usage	Provide bridge services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Bridge services are delivered to agreed levels of service and within budgets	Provide bridge services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

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Table 2.4.3.4: Asset Management Objectives – Recreation

Asset Management Objective	Action	Performance Target & Timeline
Strategic Outcomes: 3.4 Meander Valley communities have the resilience and capacity to address and overcome life's challenges and emergencies		
Risk and resilience plans are managed within AMPs	Review risks and resilience annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 4.2 Infrastructure, facilities and programs encourage increased participation in all forms of active and passive recreation		
Recreation service delivery is matched to demand	Review of function and capacity/usage level of service indicators annually and update AMPs	Review completed and updated plans
Strategic Outcomes: 5.2 Long term financial planning and AM underpins the ongoing viability of Meander Valley		
Recreation service delivery is appropriate and affordable	Review, update and link AMPs with LTFP for budget estimates	Plans updated and budget based on long-term financial plan
Strategic Outcomes: 6.1 The future of Meander Valley infrastructure assets is assured through affordable planned maintenance and renewal strategies		
Provide agreed service levels from recreation assets	Manage operations and maintenance of land improvement and recreation assets within budget	Achieve LoS targets Annual budget compliance
Provide agreed service levels from recreation assets	Renew and replace land improvement and recreation assets in accordance with AMPs	CWP compliance Annual budget compliance
Strategic Outcomes: 6.4 Open space, parklands, recreation facilities, cemeteries and public building are well utilised and maintained		
Recreation services meet community demand and usage	Provide recreation services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance
Strategic Outcomes: 6.6 Infrastructure services are affordable and meet the community's needs into the future		
Recreation services are delivered to agreed levels of service and within budgets	Provide recreation services to specified service levels and within budget	Achieve LoS Targets Annual budget compliance

2.5 Asset Management Vision

To ensure the long-term financial sustainability of the organisation, it is essential to balance the community's expectations for services with their ability to pay for the infrastructure assets used to provide the services. Maintenance of service levels for infrastructure services requires appropriate investment over the whole of the asset lifecycle. To assist in achieving this balance, we aspire to:

- Develop and maintain AM governance, skills, process, systems and data in order to provide the level of service the community needs at present and in the future, in the most cost-effective and fit for purpose manner.

In line with the vision, the objectives of the SAMP are to:

- ensure that our infrastructure services are provided in an economically optimal way, with the appropriate level of service to residents, visitors and the environment determined by reference to our financial sustainability
- safeguard our assets including physical assets and employees by implementing appropriate AM strategies and appropriate financial resources for those assets
- adopt the LTFP as the basis for all service and budget funding decisions
- meet legislative requirements for all our operations
- ensure resources and operational capabilities are identified and responsibility for AM is allocated
- provide high level oversight of financial and AM responsibilities through Audit Committee reporting to Council on development and implementation of the SAMP, AMP(s) and LTFP.

Strategies to achieve this position are outlined in Section 2.6.

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2.6 How will we get there?

The SAMP proposes strategies to enable the organisational objectives and AM policies to be achieved.

Table 2.6: Asset Management Strategies

No	Strategy	Desired Outcome
1	Adopt long term financial planning supporting informed decision making principles for Council	The long term implications of all services are considered in annual budget deliberations
2	Annually review AMPs and SAMP covering at least 10 years for all major asset classes (80% of asset value)	Identification of services needed by the community and required funding to optimise 'whole of life' costs.
3	Maintain a LTFP covering 10 years incorporating AMP expenditure projections with a sustainable funding position outcome	Sustainable funding model to provide our services
4	Incorporate Year 1 of LTFP revenue and expenditure projections into annual budgets	Long term financial planning drives budget deliberations
5	Review and update AMPs, SAMP and LTFP after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks	We and the community are aware of changes to service levels and costs arising from budget decisions
6	Report our financial position at Fair Value in accordance with Australian Accounting Standards, financial sustainability and performance against organisational objectives in Annual Reports	Financial sustainability information is available for Council and the community
7	Ensure Council decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs	Improved decision making and greater value for money
8	Report on our resources and operational capability to deliver the services needed by the community in the annual report	Services delivery is matched to available resources and operational capabilities
9	Ensure responsibilities for AM are identified and incorporated into staff position descriptions	Responsibility for AM is defined
10	Monitor improvement plan progress to ensure 'core' maturity for the financial and AM competencies is appropriate	Improved financial and AM capacity within the organisation
11	Report six monthly to Council by Audit Committee on development and implementation of SAMP, AMPs and LTFPs	Oversight of resource allocation and performance

2.7 Asset Management Improvement Plan

The tasks required to achieve a 'core' financial and AM maturity are shown in priority order in the AM improvement plan in Section 7.2

2.8 Consequences if actions are not completed

There are consequences for the Council if the improvement actions are not completed. These include:

- Inability to achieve strategic and organisational objectives
- Inability to achieve financial sustainability for the organisation's operations
- Current risks to infrastructure service delivery are likely to eventuate and response actions may not be appropriately managed
- We may not be able to accommodate and/or manage changes in demand for infrastructure services.

3. LEVELS OF SERVICE

3.1 Consumer Research and Expectations

The expectations and requirements of various stakeholders were considered in the preparation of AMPs summarised in this SAMP. Table 3.1 shows available satisfaction levels for these services.

As noted in section 2.4.1, no customer satisfaction surveys have been undertaken since the last EMRS survey in 2015.

Table 3.1: Community Satisfaction Levels

Asset Management Plan	Service	Satisfaction Level			
		2009	2011	2013	2015
Roads	Road network	66%	66%	66%	66%
Roads	Footpaths	72%	68%	70%	66%
Stormwater	Function of stormwater	72%	68%	72%	68%
Buildings	Sport facilities	76%	80%	80%	80%
Buildings	Public halls	72%	76%	76%	70%
Buildings	Museums/art galleries	64%	68%	64%	70%
Bridges	Function of bridges	72%	72%	76%	66%
Recreation	Sports grounds	76%	80%	80%	80%

Sourced from:

EMRS Community Satisfaction Survey 2009, 2013 and 2015
Myriad Research Community Survey 2011

3.2 Organisational Objectives

Sections 2.4.2 and 2.4.3 of this SAMP reported the organisational objectives from the Meander Valley Council Community Strategic Plan 2014 to 2024 and AM objectives developed from the organisational objectives.

The organisational and AM objectives provide focus for the community and technical level of service tables in Section 3.4.

3.3 Legislative Requirements

We have to meet many legislative requirements including Australian and State legislation and State regulations. These are detailed in the various AMPs summarised in this SAMP.

3.4 Levels of Service

We have defined service levels in two terms.

Community Levels of Service measure how the community receives the service and whether the organisation is providing community value.

Community levels of service measures used in the AMP are:

- Quality How good is the service?
- Function Does it meet users' needs?
- Capacity/Utilisation Is the service usage appropriate to capacity?

Our current and projected community levels of service are shown in the AMPs are summarised in this SAMP.

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Technical Levels of Service – Supporting the community service levels are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that the organisation undertakes to best achieve the desired community outcomes and demonstrate effective organisational performance.

Technical service measures are linked to annual budgets covering:

- Operations – the regular activities to provide services such as availability, cleansing, mowing, etc
- Maintenance – the activities necessary to retain an asset as near as practicable to an appropriate service condition (eg road patching, unsealed road grading, building and structure repairs)
- Renewal – the activities that return the service capability of an asset up to that which it had originally (eg road resurfacing and pavement reconstruction, pipeline replacement and building component replacement)
- Upgrade – the activities to provide a higher level of service (eg widening a road, sealing an unsealed road replacing a pipeline with a larger size) or a new service that did not exist previously (eg a new library).

Service managers plan, implement and control technical service levels to influence the customer service levels.⁸

Together the community and technical levels of service provide detail on service performance, cost and whether service levels are likely to stay the same, get better or worse.

Our current and projected technical levels of service shown in the AMPs are summarised in this SAMP.

Tables summarising the current and desired technical levels of service are shown in Appendix A.

⁸ IPWEA, 2011, IIMM, p 2.22

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4. FUTURE DEMAND

4.1 Demand Drivers

Drivers affecting demand include population change, changes in demographics, seasonal factors, climate change, vehicle ownership rates, consumer preferences and expectations, government decisions, technological changes, economic factors, agricultural practices, environmental awareness, etc.

4.2 Demand Forecast

The present position and projections for demand drivers that may impact future service delivery and utilisation of assets were identified and are documented in Table 4.3.

4.3 Demand Impact on Assets

The impact of demand drivers that may affect future service delivery and utilisation of assets are shown in Table 4.3.

Table 4.3: Demand Drivers, Projections and Impact on Services

Projection	Impact on services
Federal Assistance Grant funding	
Reduced funding available to Council	Reduce Council's ability to fund levels of service at current standards into the future
Increasing development throughout Meander Valley	
Increasing traffic volumes	Increased congestion on higher use roads
Changing weather patterns	
High intensity rainfall events & under capacity stormwater network	Increased risk of flooding of properties requires upgrading of stormwater network
Population	
21,153 (2021-22 Annual Report)	Growth in urban area will increase traffic volumes, drive greater demand for more sealing of unsealed road, construction of new footpaths and cycleways
Demographics	
Increase in 45 to 75 age group	Shift from rural to urban living
15% decrease 0 to 15 age group by 2046	Reduced demand for recreation and play spaces
Health & well being	
Promotion of community activity	Demand for more pathways, walkways, footpaths, cycleways, sport facilities and recreation areas
Increased sporting activity at PVP and DCC	PVP already at capacity for existing sports club users, DCC has a large user base and is running at capacity for some sports
MVC Sport & Recreation Venue Action Plan	This Action Plan has been developed following a review of Council's 12 recreation venues. This Action Plan lists actions required to improve current standards and compliance levels. The Action Plan lists Items and Details on each Venue detailing a priority and estimated cost. The Action Plan lists 93 actions at an estimated cost of \$14,800,000 based on un-scoped project details. The Sport and Recreation Venue Action Plan is attached as Appendix H
Infrastructure Ownership	
Shift of Infrastructure Ownership	Moves by the state government to move responsibility of some state roads passing through Meander Valley, management of rail interfaces by TasRail, responsibility of inspections and management of street lighting poles and luminaires

4.4 Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Demand management practices include non-asset solutions, insuring against risks and managing failures.

Non-asset solutions focus on providing the required service without the need for the organisation to own the assets and management actions including reducing demand for the service, reducing the level of service (allowing some assets to

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deteriorate beyond current service levels) or educating customers to accept appropriate asset failures⁹. Examples of non-asset solutions include providing joint services from existing infrastructure such as aquatic centres and libraries that may be in another community area or public toilets provided in commercial premises.

Opportunities identified for demand management are shown in Table 4.4.

Table 4.4: Demand Management Plan Summary

Service Impact	Demand Management Plan
Reduced grant funding	Council make informed decisions on new and asset upgrade to minimise financial impact on rate payers
Increased risk of flooding of properties requires upgrading of stormwater networks	Upgrades identified through stormwater modelling and the development of upstream detention basins where possible
Growth in urban area will increase traffic volumes	Construction of new control measures such as lighted intersections & roundabouts
Greater demand for more sealing of unsealed road	Develop better understanding of cost benefit, risks and improved business case process to assist with assessing sealing of unsealed roads
Construction of new footpaths and cycleways	Develop costed Strategic Township Footpath plans and programs that can inform forward capital works planning and future revisions of the LTFP.
Shift from rural to urban living	Construction of unit developments and independent living facilities
Reduced demand for recreation and play spaces	Open space strategic planning process
Demand for more walkway and recreation areas	Areas of need identified through community consultation process of Blackstone/Prospect Structure Plan and Outline Development Planning documents and Deloraine and Westbury Sport and Recreation Study
PVP already at capacity for existing sports club users	Outcomes identified in the PVP Strategic Plan to accommodate user needs
MVC Sport & Recreation Venue Action Plan	The projects listed in the Action Plan have not been fully scoped and the majority are not currently included in Council's AMPs or LTFP. Several projects have been identified (eg PVP Ground upgrade 2,3&4) and are funded in the LTFP and are in the process of being actioned. Some projects are not capital in nature and will be actioned as operational and maintenance tasks as required by Council Officers. The remaining capital projects will require further review and prioritisation for future inclusion in Council's AMPs and LTFP. These capital works Action Plan projects will be listed in Forward Works Programs to ensure these projects are captured as part of future forward works planning as required
Shift of Infrastructure Ownership	Continue to work with groups such as LGAT to ensure shift in asset ownership or responsibly is fair and equitable over the long term and a focus on short term gain for other authorities

4.5 Asset Programs to meet Demand

The new assets required to meet growth will be acquired free of cost from land developments and constructed/acquired by the organisation. New assets constructed/acquired by the organisation are discussed in Section 5.5.

Acquiring new assets will commit the organisation to fund ongoing operations, maintenance and renewal costs for the period that the service provided from the assets is required. These future costs are identified and considered in developing forecasts of future operations, maintenance and renewal costs in Section 5.

⁹ IPWEA, 2011, IIMM, Table 3.4.1, p 3|58.

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5. LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how the organisation plans to manage and operate the assets at the agreed levels of service (defined in Section 3) while optimising lifecycle costs.

5.1 Background Data

5.1.1 Physical parameters

The assets covered by this SAMP are shown in Tables 2.2 and 2.3.1.

5.1.2 Asset capacity and performance

The organisation's services are generally provided to meet design standards where these are available.

Asset capacity and performance is monitored for 3 community service measures, condition (quality), function and utilisation/capacity in a *State of the Assets* report. The state of the assets is shown in Figure 5.

Figure 5: State of the Assets*

**Not Currently Available*

5.2 Infrastructure Risk Management Plan

An assessment of risks associated with service delivery from infrastructure assets conducted for each relevant AMP identified critical risks that will result in loss or reduction in service from infrastructure assets or a 'financial shock' to the organisation. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

Critical risks, being those assessed as 'Very High' - requiring immediate corrective action and 'High' – requiring prioritised corrective action identified in the Infrastructure Risk Management Plan(s) and the adopted treatment plan are summarised in Table 5.2. These risks are regularly reported to management and Council.

Table 5.2: Critical Risks and Treatment Plans

Service or Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
One of State and Federal Election Grant Funding			
Disconnect between Strategic objectives and one off projects	No ongoing whole of life funding. Causes a focus projects that provide a one off benefit, or benefit a small group or limited user group. May lead to expectations for higher levels of services but also un-wiliness to pay increase user fees and charges	H	Develop better review and assessment process including clear communication between Council and user groups regarding strategic objectives of Council, wants and needs of clubs/user groups and their expectations. Develop method to communicate a clear understanding of the ongoing financial impact resulting from opportunistic projects resulting from grant funding

5.3 Routine Operations and Maintenance Plan

Operations include regular activities to provide services such as public health, safety and amenity, eg cleansing, utility services, street sweeping, grass mowing and street lighting.

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again.

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5.3.1 Operations and Maintenance Plan

Operations activities affect service levels including quality and function, such as cleanliness, appearance, etc., through street sweeping and grass mowing frequency, intensity and spacing of street lights and cleaning frequency and opening hours of buildings and other facilities.

Maintenance includes all actions necessary for retaining an asset as near as practicable to an appropriate service condition including regular ongoing day-to-day work necessary to keep assets operating, eg road patching but excluding rehabilitation or renewal.

Maintenance expenditure levels are considered to be adequate to meet projected service levels, which may be less than or equal to current service levels. Where maintenance expenditure levels are such that will result in a lesser level of service, the service consequences and service risks have been identified and service consequences highlighted in the respective AM Plan and service risks considered in the Infrastructure Risk Management Plan.

5.3.2 Operations and Maintenance Strategies

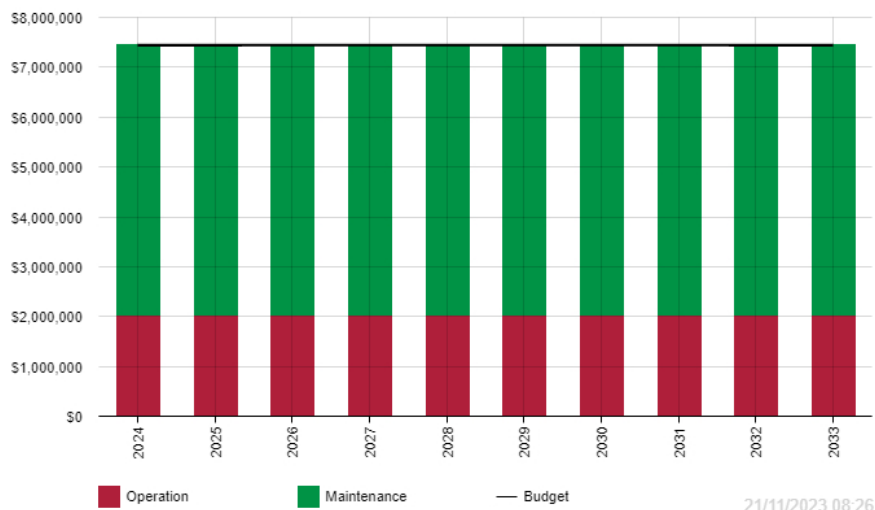
We will operate and maintain assets to provide the defined level of service to approved budgets in the most cost-efficient manner. The operation and maintenance activities include:

- Scheduling operations activities to deliver the defined level of service in the most efficient manner
- Undertaking maintenance activities through a planned maintenance system to reduce maintenance costs and improve maintenance outcomes. Undertake cost-benefit analysis to determine the most cost-effective split between planned and unplanned maintenance activities (50 – 70% planned desirable as measured by cost)
- Maintain a current infrastructure risk register for assets and present service risks associated with providing services from infrastructure assets and reporting Very High and High risks and residual risks after treatment to management and Council
- Review current and required skills base and implement workforce training and development to meet required operations and maintenance needs
- Review asset utilisation to identify underutilised assets and appropriate remedies, and over utilised assets and customer demand management options
- Maintain a current hierarchy of critical assets and required operations and maintenance activities
- Develop and regularly review appropriate emergency response capability
- Review management of operations and maintenance activities to ensure we are obtaining best value for resources used.

5.3.3 Summary of future operations and maintenance expenditures

Future operations and maintenance expenditure is forecast to trend in line with the value of the asset stock as shown in Figure 6 with estimated available operating budget funding. Note that all costs are shown in current dollar values (ie real values).

Figure 6: Projected Operations and Maintenance Expenditure and Budget



The consequences of deferred maintenance, ie works that are identified for maintenance and unable to be funded are to be included in the risk assessment and analysis in the infrastructure risk management plan(s).

5.4 Renewal/Replacement Plan

Renewal and replacement expenditure is major work which does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original or lesser required service potential. Work over and above restoring an asset to original service potential is upgrade/expansion or new works expenditure.

5.4.1 Renewal and Replacement Strategies

We will plan capital renewal and replacement projects to meet level of service objectives and minimise infrastructure service risks by:

- Planning and scheduling renewal projects to deliver the defined level of service in the most efficient manner
- Undertaking project scoping for all capital renewal and replacement projects to identify
 - the service delivery 'deficiency', present risk and optimum time for renewal/replacement
 - the project objectives to rectify the deficiency
 - the range of options, estimated capital and lifecycle costs for each options that could address the service deficiency
 - and evaluate the options against criteria adopted by Council, and
 - select the best option to be included in capital renewal programs
- Using *optimal* renewal methods (cost of renewal is less than replacement) wherever possible
- Maintain a current infrastructure risk register for assets and service risks associated with providing services from infrastructure assets and reporting Very High and High risks and residual risks after treatment to management and Council
- Review current and required skills base and implement workforce training and development to meet required construction and renewal needs
- Maintain a current hierarchy of critical assets and capital renewal treatments and timings required
- Review management of capital renewal and replacement activities to ensure we are obtaining best value for resources used.

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Renewal ranking criteria

Asset renewal and replacement is typically undertaken to either:

- Ensure the reliability of the existing infrastructure to deliver the service it was constructed to facilitate (eg replace a bridge that has a 5 t load limit), or
- To ensure the infrastructure is of sufficient quality to meet the service requirements (eg roughness of a road).¹⁰

It is possible to get some indication of capital renewal and replacement priorities by identifying assets or asset groups that:

- Have a high consequence of failure
- Have a high utilisation and subsequent impact on users would be greatest
- The total value represents the greatest net value to the organisation
- Have the highest average age relative to their expected lives
- Are identified in the AMP as key cost factors
- Have high operational or maintenance costs
- Where replacement with modern equivalent assets would yield material savings.¹¹

The ranking criteria used to determine priority of identified renewal and replacement proposals is detailed in the respective AMP(s).

Selection criteria

Candidate proposals are inspected to verify need and to develop a preliminary renewal estimate. Verified proposals are ranked by priority against the ranking criteria and available funds and scheduled in future works programs.

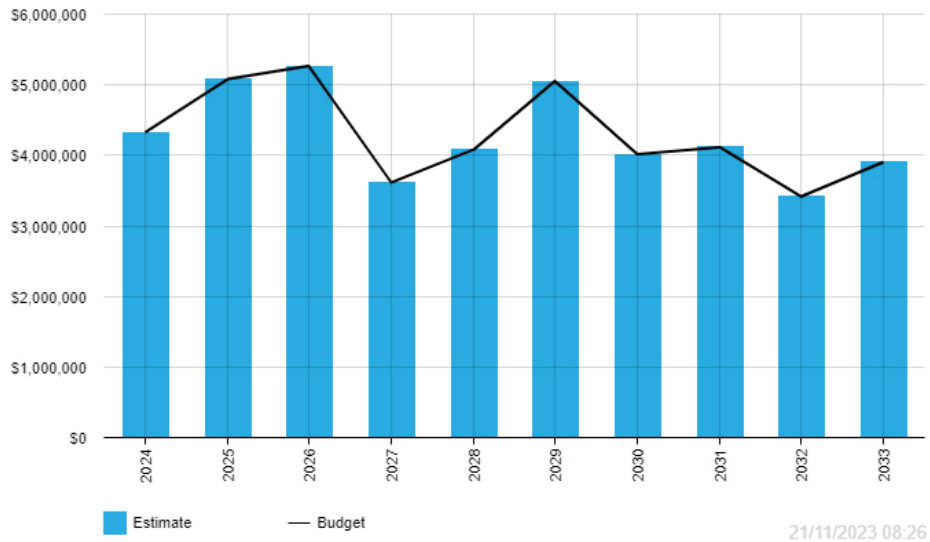
5.4.2 Summary of future renewal and replacement expenditure

In general projected future renewal and replacement expenditures are forecast to increase over time as the asset stock increases from growth. The projected expenditure and estimated available capital renewal budget funding is summarised in Figure 7. Note that all amounts are shown in real values.

¹⁰ IPWEA, 2011, IIMM, Sec 3.4.4, p 3|60.

¹¹ Based on IPWEA, 2011, IIMM, Sec 3.4.5, p 3|66.

Figure 7: Projected Capital Renewal and Replacement Expenditure and Budget



Where renewal projections are based on estimates of asset useful lives, the useful lives are documented in the relevant AMP(s). Projected capital renewal and replacement programs are shown in Appendix B.

5.5 Creation/Acquisition/Upgrade Plan

New works are those works that create a new asset that did not previously exist, or works which upgrade or improve an existing asset beyond its existing capacity. They may result from growth, social or environmental needs. Assets may also be acquired at no cost to the organisation from land development. These assets from growth are discussed in Section 4.5.

5.5.1 Selection criteria

New assets and upgrade/expansion of existing assets are identified from various sources such as councillor or community requests, proposals identified by strategic plans or partnerships with other organisations. Candidate proposals are reviewed to verify need and to develop a preliminary proposal estimate. Verified proposals are ranked by priority and available funds and scheduled in future works programs. The priority ranking criteria is detailed in the respective AMPs.

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5.5.2 Capital Investment Strategies

We will plan capital upgrade and new projects to meet level of service objectives by:

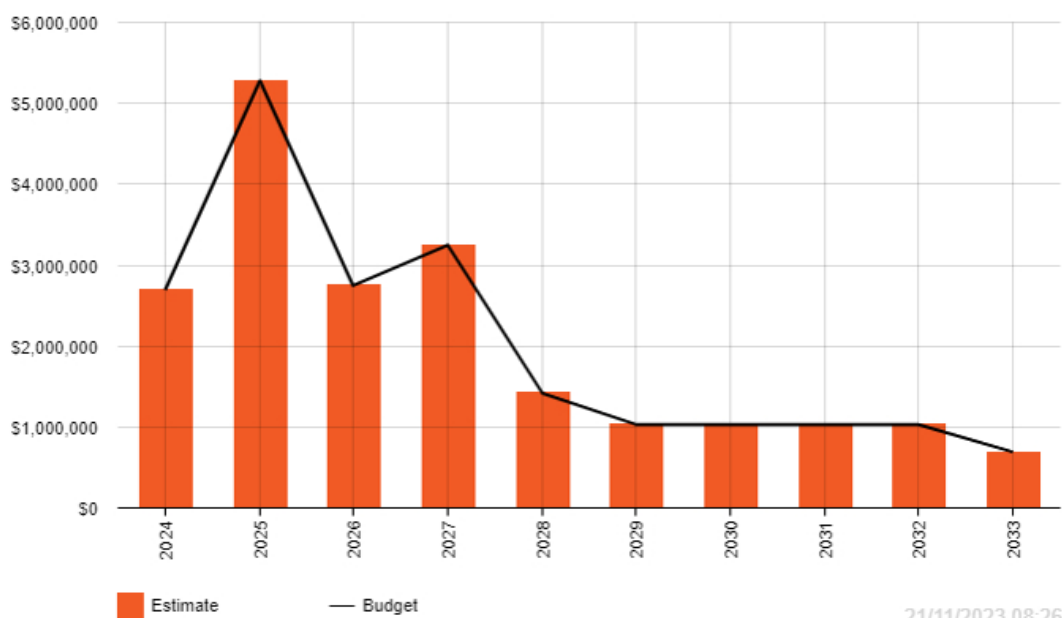
- Planning and scheduling capital upgrade and new projects to deliver the defined level of service in the most efficient manner
- Undertake project scoping for all capital upgrade/new projects to identify
 - the service delivery 'deficiency', present risk and required timeline for delivery of the upgrade/new asset
 - the project objectives to rectify the deficiency including value management for major projects
 - the range of options, estimated capital and lifecycle costs for each options that could address the service deficiency
 - management of risks associated with alternative options
 - evaluate the options against evaluation criteria adopted by Council, and
 - select the best option to be included in capital upgrade/new programs
- Review current and required skills base and implement training and development to meet required construction and project management needs
- Review management of capital project management activities to ensure we are obtaining best value for resources used.

Standards and specifications for maintenance of existing assets and construction of new assets and upgrade/expansion of existing assets are detailed in relevant AMPs.

5.5.3 Summary of future upgrade/new assets expenditure

Projected upgrade/new asset expenditures and estimated available budgets are summarised in Figure 8. The projected upgrade/new capital works program is shown in Appendix C. All amounts are shown in real values.

Figure 8: Projected Capital Upgrade/New Asset Expenditure and Budget



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5.6 Disposal Plan

Disposal includes any activity associated with disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in the respective AMPs summarised in this SAMP.

5.7 Service Consequences and Risks

The organisation has prioritised decisions made in the AMPs to obtain the optimum benefits from its available resources and these have been summarised in this SAMP.

The AMPs are based on balancing service performance, cost and risk to provide an agreed level of service from available resources in our long-term financial plan.

5.7.1 Our Current Limitations

Given our current funding model and priorities, there are some operations and maintenance activities and capital projects that may be unable to be undertaken within the next 10 years. These are shown in Appendix D. The major activities and projects include:

- Outcomes from the Blackstone Heights/Prospect Vale Structure Plan
- Outcomes from the Hadspen Outline Development Plan
- Outcomes from the Westbury Outline Development Plan
- Sport and Recreation Venue Action Plan.

Section 7 - Improvement Plan and Monitoring outlines improvements or recommendations to Council's current processes to address these issues identified as 'Our Current Limitations'.

5.7.2 Service consequences

Operations and maintenance activities and capital projects that cannot be undertaken will maintain or create service consequences for users.

- Delivery of projects from the Blackstone Heights/Prospect Vale Structure Plan, Outline Development Plans, Open Space Plan strategic plans, given our current funding model and varying priorities
- Prospect Vale Park is at capacity and limits ground availability to users, and Deloraine Community Complex experiences capacity issues for some users.
- Sport and Recreation Venue Action Plan – project priorities have been reviewed, higher priority projects have been listed and funded in the CWP. Many projects listed in the SPVAC have lower alignment with organisational strategic objectives and outcomes. These projects provide a one off benefit to the sporting club or facility users.

Section 7 - Improvement Plan and Monitoring outlines improvements or recommendations to Council's current processes to address these identified 'Service Consequence' issues.

5.7.3 Risk consequences

The operations and maintenance activities and capital projects that cannot be undertaken may maintain or create risk consequences for the organisation.

- Address all mobility issues that exist
- Undertake major stormwater upgrades to address all identified network deficiencies
- Demand for construction of new footpaths throughout the municipality cannot be delivered at current funding levels and with current limited civil construction capacity
- There is currently a rise in demand for additional public toilets throughout Meander Valley, increasing ongoing operational and maintenance costs as well as a need for additional FTEs will be required

Any risks will be included in the Infrastructure Risk Management Plan summarised in the relevant AMP and risk management plans actions and expenditures included within projected expenditures.

6. FINANCIAL SUMMARY

This section contains the financial requirements resulting from all the information presented in the previous sections of this AMP. The financial projections will be improved as further information becomes available on desired levels of service and current and projected future asset performance.

6.1 Financial Indicators and Projections

Asset Renewal Funding Ratio

The Asset Renewal Funding Ratio indicates whether projected capital renewal and replacement expenditure are able to be financed in the long-term financial plan. It is calculated by dividing the projected capital renewal expenditure shown in the AMPs by the estimated capital renewal budget provided in the long-term financial plan. Over the next 10 years, we are forecasting that we will have 100% of the funds required for the optimal renewal and replacement of assets as detailed in the LTFP.

6.2 Funding Strategy

The funding strategy to provide the services covered by this SAMP and supporting AMPs is contained within the organisation's 10 year LTFP.

6.3 Valuation Forecasts

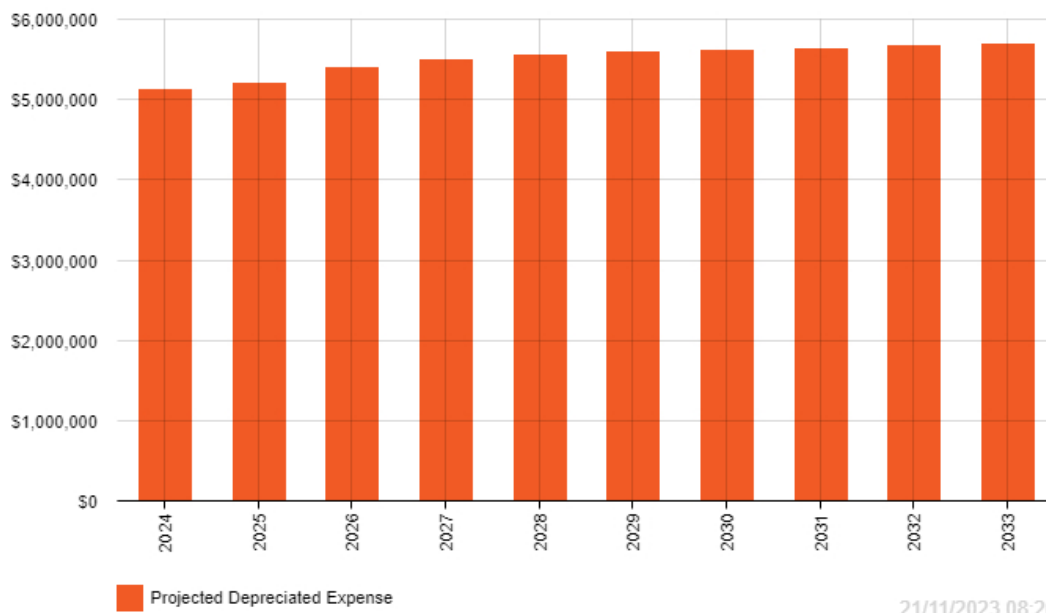
Asset values are forecast to increase as additional assets are added to the asset stock from construction and acquisition by the organisation and from assets constructed by land developers and others and donated to the organisation. Figure 9 shows the projected replacement cost asset values over the planning period in real values.

Figure 9: Projected Asset Values



Depreciation expense values are forecast in line with asset values as shown in Figure 10.

Figure 10: Projected Depreciation Expense

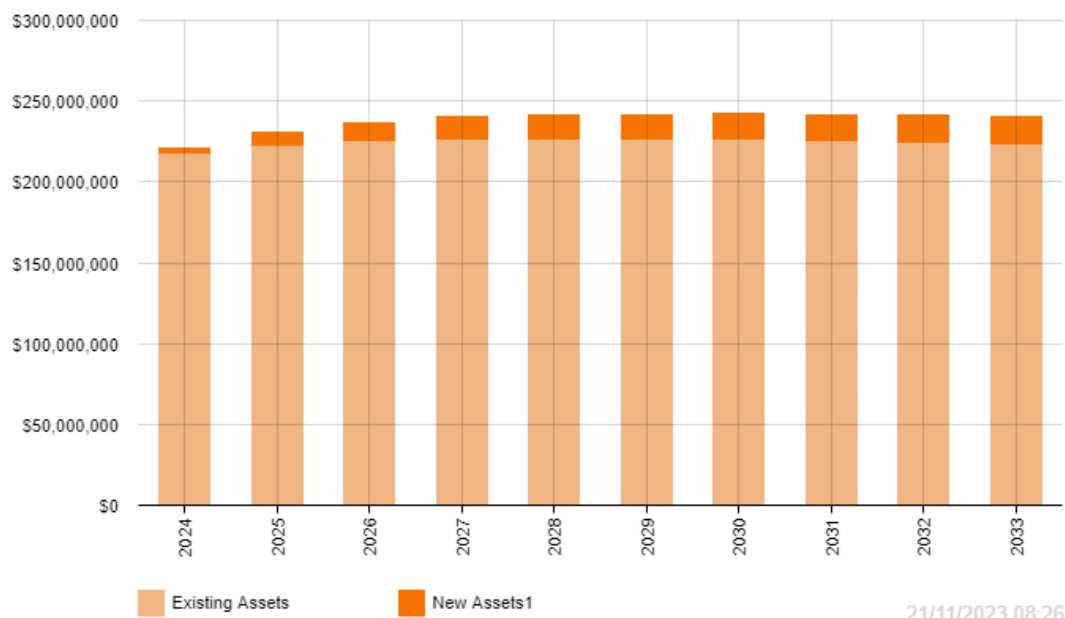


The depreciated replacement cost will vary over the forecast period depending on the rates of addition of new assets, disposal of old assets and consumption and renewal of existing assets. Forecast of the assets' depreciated replacement cost is shown in Figure 11. The depreciated replacement cost of contributed and new assets is shown in the darker colour and in the lighter colour for existing assets.

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Figure 11: Projected Depreciated Replacement Cost



6.4 Key Assumptions made in Financial Forecasts

This section details the key assumptions made in presenting the information contained in this SAMP and in preparing forecasts of required operating and capital expenditure and asset values, depreciation expense and carrying amount estimates. It is presented to enable readers to gain an understanding of the levels of confidence in the data behind the financial forecasts.

Key assumptions made in this SAMP and risks that these may change are shown in Table 6.4.

Table 6.4: Key Assumptions made in AM Plan and Risks of Change

Key Assumptions	Risks of Change to Assumptions
Increase AMP budgets by the 2023 LGAT Council Cost Index of 8.118%	Low
Use of ABS Australian Roads and Bridge Index Dec 22 to Dec 23 for Transport AMP	Low
Bridge renewals based on AusSpan July 2023 BMS report	Low
Stormwater upgrade estimated based on current knowledge of deficient sections of network	Medium

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6.5 Forecast Reliability and Confidence

The expenditure and valuations projections in this SAMP are based on best available data. Currency and accuracy of data is critical to effective asset and financial management.

The estimated confidence level for and reliability of data used in this SAMP is shown in Table 6.5.

Table 6.5: Data Confidence Assessment for AMPs summarised in SAMP

Asset Management Plan	Confidence Assessment	Comment
Transport	High	Good network data and replacement rates. Review of construction years has been undertaken for Prospect Vale, Blackstone Heights and Hadspen. Information on Westbury, Carrick, Deloraine is more limited and requires further research
Stormwater	Medium	Replacement rates for stormwater assets are sound. Further work required on identifying upgrades due to capacity issues. Review and updating of current asset data in the GIS and asset register is required.
Bridges	High	Data provided through AusSpan BMS reports July 2023
Buildings	High	Valuation information provided by Herron Todd White 2022 revaluation
Recreation	Medium	Audit of asset data for asset class required to dispose of assets no longer owned by Council. Many assets have been grouped together and given generic names, e.g. 'Landscaping'

Over all data sources, the data confidence is assessed as high confidence level for data used in the preparation of this SAMP.

Actions to mitigate the adverse effects of data quality are included within Table 7.2 Improvement Plan.

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7. PLAN IMPROVEMENT AND MONITORING

7.1 Status of Asset Management Practices

Changes to Council's current organisational systems which are considered to provide major benefits include:

- Develop process to inform AMPs and LTFP of projects which deliver strategic objectives and are approved and adopted by Council
- Capture corporate knowledge of assets and increase awareness of AM within Council with Councillors and Council officers
- Continue to improve asset information
- Outline improvements to Council processes as identified in the recommendations from the ' Tasmanian Audit Office, Report of the Auditor General No. 5 of 2013-14' detailed in Appendix E
- Annual review process detailed in Appendix G

7.2 Improvement Program

The AM improvement tasks identified from the AM maturity assessment and preparation of this SAMP are shown in Table 7.2.

Table 7.2: Improvement Plan

Task No	Task	Responsibility	Timeline	Resources Required
1.	Review existing Asset Management and New and Gifted Asset Policy and SAMP. To be approved by Council March 2024 Meeting. Approved documents to be provided to DPaC and made available on Council's website	AM Coordinator	Mar 2024	Officer time
2.	AM Governance Doc review	AM Team	Jun 2024	AMT Review
3.	Review and update the Forward Works Program	AM Coordinator	Jun 2024	AMT Review
4.	Subdivision as-con data improvements – Currently testing	GIS Officer, AM Coordinator	Jun 2024	Officer time
5.	Project data handover process review – second review	AM Coordinator/ Infrastructure	Aug 2024	Officer time
6.	Asset system development	Asset Team	Dec 2024	Officer time
7.	Review of AMPs to include documented hierarchies, asset utilisation and performance, where necessary (e.g. disposal plans, service request targets).	AM Coordinator	Dec 2024	Officer time
8.	To align with AM Policy requirements, include a schedule for roles and responsibilities in all AMPs (see example in the Buildings AMP) together with an overall matrix for key responsibilities for service level and risk monitoring	AM Coordinator/ Infrastructure	Dec 2024	Officer time
9.	Review Maturity Assessment and develop a plan to identify, prioritise and a program to address deficiencies identified from this review	AM Team	Dec 2024	Officer time
10.	Data & systems, improve asset data accuracy, document inspection processes and standards. Use Maturity Assessment to benchmark AM performance & AM practices	Asset Team	Dec 2024	Officer time
11.	Implement a state of asset reporting to provide overview for service level trends	Asset Team	Dec 2024	Officer time
12.	Stormwater data improvements - stage 2	GIS Officer, AM Coordinator	Dec 2025	Officer time

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13.	Fine tune AMP service levels to the standard that defines operational standards. Link AMP service levels to operational service standards. Costs of providing current levels of service can be described in value for money reporting for key activities. (e.g. mowing, gravel resheet, resurfacing, building maintenance)	AM Coordinator/Director Works	TBC	Officer time
14.	Complete development of a corporate strategic plan that has a closer link between strategic plan and LTFP that reports on levels of service targets achievable under the LTFP and AMPs. Include a statement about future outlook for service levels in the update of the corporate strategic plan	AM Team	TBC	Officer time
15.	Where relevant, the Annual Report should to report on policy initiatives and how these changes might impact on Councils Strategic Plan	Director Infrastructure	TBC	Officer time
16.	Refer to Strategic Plan in the Annual Budget to establish the link. Review community engagement process as part of the Strategic Plan	Director Infrastructure	TBC	Officer time

Table 7.2: Improvement Plan continued - by AMP

Bridges				
17.	Improve project handover processes to reduce time to close out capital works projects	AM Coordinator	May 2024	In progress
Buildings				
18.	Develop a service hierarchy to define quality of service standards to be delivered and maintained for each building category. Get current draft approved and added to AMP	Team Leader Facilities and Recreation	Dec 2024	Current
19.	Improve project handover processes to reduce time to close out capital works projects	AM Coordinator	May 2024	In progress
Recreation				
20.	Review and improve asset register data for land improvement assets to assist with improving asset renewal programming	AM Coordinator/Asset Officer	Dec 2024	In progress
21.	Improve project handover processes to reduce time to close out capital works projects	AM Coordinator	May 2024	In progress
Roads				
22.	Subdivision asset data and as-con data capture improvement process	GIS Officer/ AM Coordinator	Jun 2024	In progress
23.	Improve project handover processes to reduce time to close out capital works projects	AM Coordinator	May 2024	In progress
24.	Improve asset register forward renewal programming	AM Coordinator	Dec 2024	In progress
Stormwater				
25.	Improve asset register forward renewal programming	AM Coordinator	Dec 2024	In progress
26.	Improve project handover processes to reduce time to close out capital works projects	AM Coordinator	May 2024	In progress
27.	Subdivision asset data and as-con data capture improvement process	GIS Officer/ AM Coordinator	Jun 2024	In progress
28.	Improve asset register forward renewal programming	AM Coordinator	May 2021 20 hours	In progress
29.	GIS data review and asset register update as one data set	GIS Officer/ AM Coordinator	Jun 2025	In progress

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7.3 Monitoring and Review Procedures

The SAMP has a life of 4 years (Council election cycle) and is due for complete revision and updating within 12 months of each Council election.

The SAMP is reviewed and updated annually to ensure this document's currency and accuracy is maintained.

7.4 Performance Measures

The effectiveness of the SAMP can be measured in the following ways:

- The degree to which the required projected expenditures identified in this SAMP are incorporated into the organisation's LTFP
- The degree to which 1-5 year detailed works programs, budgets, business plans and organisational structures take into account the 'global' works program trends provided by the summarised AMPs
- The degree to which the existing and projected service levels and service consequences (our current limitations), risks and residual risks are incorporated into the organisation's Strategic Plan and associated plans
- The Asset Renewal Funding Ratio achieving the target of 100% (AMP renewal verses budgeted renewal)

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8. REFERENCES

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- IPWEA, 2015, 'International Infrastructure Management Manual', Institute of Public Works Engineering Australia, Sydney, www.ipwea.org/IIMM
- Meander Valley Council, 'Community Strategic Plan 2014 – 2024'
- Meander Valley Council, 'Annual Report 2023'
- Meander Valley Council, 'Annual Plan and Budget'
- Meander Valley Council, 'Transport Asset Management Plan'
- Meander Valley Council, 'Stormwater Asset Management Plan'
- Meander Valley Council, 'Bridges Asset Management Plan'
- Meander Valley Council, 'Building Asset Management Plan'
- Meander Valley Council, 'Recreation Asset Management Plan'
- Meander Valley Council, 'Asset Management Maturity Assessment'

9. APPENDICES

- Appendix A Levels of Service Summaries for Services
- Appendix B Projected 10 year Capital Renewal and Replacement Works Program
- Appendix C Projected 10 year Capital Upgrade/New Works Program
- Appendix D Unfunded Initiatives and Capital Works proposals
- Appendix E Tasmanian Audit Office – Report No 5 2013-14 Recommendations
- Appendix F Asset Revaluation Process
- Appendix G Annual Reviews
- Appendix H Sport & Recreation Venue Action Plan

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Appendix A Summary Levels of Service for Services

Table A1: Summary Technical Levels of Service – Roads

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	Provide a safe and reliable road network		<i>Reactive and programmed activities</i>	<i>Develop programmed approach to operational activities</i>	<i>Costed services levels delivered over a planned program approach</i>
		Budget	\$41,000	\$68,000 – 5-year average	\$68,000 – 5-year average
Maintenance	Provide a safe and reliable road network		<i>Reactive and proactive repairs</i>	<i>Move to high number of proactive and planned maintenance tasks</i>	<i>Cost effective planned maintenance activities that reduces overall cost to Council</i>
		Budget	\$4,078,000 - 22-23 FY <i>(includes flood recovery)</i>	\$2,330,000 – 5-year average	\$2,330,000 – 5-year average. <i>Excludes \$4,078,000 22-23 FY (flooding)</i>
Renewal	Planned renewal of road network assets		<i>Renewal budget as per Transport AMP generic budget allocations</i>	<i>Renewal to included road condition data</i>	<i>Renewal budget based on AMP budget informed by road condition survey</i>
		Budget	\$4,198,000 – 23-24 CWP	\$3,400,000 – 10-year average as per FWP	\$3,400,000 – 10-year average as per FWP
Upgrade/New	Upgrade road network as per road hierarchy and strategic planning		<i>Ad hoc upgrade of roads based on road hierarchy & new demand from Westbury Rd transport study</i>	<i>Upgrade/New budget as per Transport AMP & aligns to aligned to Strategic Plans & objectives</i>	<i>Upgrade/New budget as per Transport AMP & aligns to aligned to Strategic Plans & objectives</i>
		Budget	\$1,191,000 – 23-24 CWP	\$720,000 – 10-year average as per FWP	\$720,000 – 10-year average as per FWP

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

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Table A2: Summary Technical Levels of Service - Stormwater

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	<i>Provide a safe & effective network which minimises flooding</i>		<i>Both planned and reactive tasks in an ad hoc approach</i>	<i>Developed program of routine tasks to minimise costs & reduce reactive responses to issues</i>	<i>Developed program of routine tasks to minimise costs & reduce reactive responses to issues</i>
		Budget	\$20,000 - 22-23 FY	\$55,000 – 5-year average	\$55,000 – 5-year average
Maintenance	<i>Provide a safe & effective network which minimises flooding</i>		<i>Reactive maintenance activities</i>	<i>Understand cost/benefit of current maintenance techniques</i>	<i>Develop cost effective maintenance treatments, adopting planned program approach</i>
		Budget	\$142,000 - 22-23 FY	\$130,000 – 5-year average	\$130,000 – 5-year average.
Renewal	Planned renewal of stormwater assets		<i>Renewals identified from network modelling, low level of confidence in renewal demand</i>	<i>Ensure stormwater assets reach the end of their useful life or remaining life aligns with predicted renewals</i>	<i>Ensure stormwater assets reach the end of their useful life or remaining life aligns with predicted renewals</i>
		Budget	\$45,000 – 23-24 CWP	\$86,000 – 10-year average as per FWP	\$86,000 – 10-year average as per FWP
Upgrade/New	<i>Upgrade to address identified network deficiencies</i>		<i>Low level of confidence in quantity of upgrade demand to address network deficiencies</i>	<i>Upgrade/New budget as per AMP & aligns to aligned to Strategic Plans & objectives</i>	<i>Upgrade/New budget as per AMP & aligns to aligned to Strategic Plans & outcomes from stormwater modelling</i>
		Budget	\$720,000 – 23-24 CWP	\$450,000 – 10-year average as per FWP	\$450,000 – 10-year average as per FWP

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

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Table A3: Summary Technical Levels of Service - Bridges

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	<i>Provide a safe & appropriate bridge network</i>		<i>Both planned and reactive tasks</i>	<i>Develop planned approach for operational tasks</i>	<i>Reduce reliance on unplanned tasks & reduce operating cost over the long term</i>
		Budget	\$61,000 22-23 FY	\$50,000 - 5-year average	\$50,000 - 5-year average
Maintenance	<i>Provide a safe & appropriate bridge network</i>		<i>Work identified from BMS inspections</i>	<i>Understand cost/benefit of current maintenance techniques</i>	<i>Develop cost effective maintenance treatments, adopting planned program approach</i>
		Budget	\$608,000 22-23 FY <i>(includes flood recovery)</i>	\$90,000 - 4-year average. 2018-19 to 2021-22 FY	\$90,000 - 4-year avg 18-19 to 21-22 FY Exclude 22-23 Flood damage \$608,000
Renewal	<i>Renewal of bridges as per BMS program</i>		<i>Renewal of timber bridges with concrete structures</i>	<i>Reduce lifecycle costs of bridges</i>	<i>Reduce lifecycle costs of bridges and maintain or extend life of both timber & concrete structures</i>
		Budget	\$0 - 2023-24 FY	As per BMS Program and funded in the FWP	\$500,000 25-26 FY (\$680,000 10 yr avg)
Upgrade/New	<i>Safety upgrades and widening as identified appropriate</i>		<i>Nil upgrades are currently identified</i>	<i>Guardrail upgrades</i>	<i>No bridge upgrades are budgeted in the current FWP 10-year forecast</i>
		Budget	\$-	\$-	\$-

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

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Table A4: Summary Technical Levels of Service - Buildings

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	Provide safe buildings		Routine tasks undertaken on an as needed and routine basis	Develop planned tasks to maximise cost saving of routine tasks	Develop planned tasks to maximise cost saving of routine tasks
		Budget	\$995,000 - 22-23 FY	\$921,000 – 5-year average	\$921,000 – 5-year average
Maintenance	Provide safe buildings & ensure they reach their intended life		Planned and reactive maintenance undertaken tasks undertaken on an as needed and routine basis	Utilise proactive maintenance activities to maximise benefits of cost saving & reduce reactive issues	Utilise proactive maintenance activities to maximise benefits of cost saving & reduce reactive issues
		Budget	\$228,000 - 22-23 FY	\$289,000 – 5-year average	\$298,000 – 5-year average.
Renewal	Building components replaced based on planned renewals		Planned renewals detailed in Building AMP	Develop optimum renewal which aligns to AMP based on condition assessments & component register	Develop optimum renewal which aligns to AMP based on condition assessments & component register
		Budget	\$10,000 – 23-24 CWP	\$146,000 – 10-year average as per FWP	\$146,000 – 10-year average as per FWP
Upgrade/New	New buildings & major upgrades are delivered in line with strategic objectives		Upgrade & new assets detailed in Building AMP	New & upgrades align with strategic planning, lifecycle costs impact considered during project assessment and selection	New & upgrades align with strategic planning, lifecycle costs impact considered during project assessment and selection
		Budget	\$215,000 – 23-24 CWP	\$280,000 – 10-year average as per FWP	\$280,000 – 10-year average as per FWP

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

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Table A5: Summary Technical Levels of Service – Recreation

Service Attribute	Service Objective	Activity Measure Process	Current Performance *	Desired for Optimum Lifecycle Cost **	Agreed Sustainable Position ***
TECHNICAL LEVELS OF SERVICE					
Operations	<i>Provide safe & reliable park, reserves and sports grounds</i>		<i>Routine tasks undertaken on an as needed and routine basis</i>	<i>Identify levels of service and cost to deliver these service</i>	<i>Move to costed levels of service delivered on a structured planned approach</i>
		Budget	\$908,000 - 22-23 FY	\$792,000 – 5-year average	\$792,000 – 5-year average
Maintenance	<i>Provide safe & reliable park, reserves and sports grounds</i>		<i>Planned and reactive maintenance undertaken tasks undertaken on an as needed and routine basis</i>	<i>Identify levels of service and cost to deliver these service</i>	<i>Move to costed levels of service delivered on a structured planned approach</i>
		Budget	\$363,000 - 22-23 FY	\$325,000 – 5-year average	\$325,000 – 5-year average.
Renewal	<i>Planned renewal of land improvement assets</i>		<i>Planned renewals detailed in Recreation AMP</i>	<i>Develop optimum renewal which aligns to AMP based on condition assessments & complete register</i>	<i>Develop optimum renewal which aligns to AMP based on condition assessments & complete register</i>
		Budget	\$75,000 – 23-24 CWP	\$188,000 – 10-year average as per FWP	\$188,000 – 10-year average as per FWP
Upgrade/New	<i>New & major upgrade of land improvement assets align to strategic objectives</i>		<i>Upgrade & new assets detailed in Recreation AMP</i>	<i>New & upgrades align with strategic planning, lifecycle costs impact considered during project assessment and selection</i>	<i>New & upgrades align with strategic planning, lifecycle costs impact considered during project assessment and selection</i>
		Budget	\$750,000 – 23-24 CWP	\$597,000 – 10-year average as per FWP	\$597,000 – 10-year average as per FWP

Note: * Current activities and costs (currently funded).

** Desired activities and costs to sustain current service levels and achieve minimum lifecycle costs (not currently funded).

*** Activities and costs communicated and agreed with the community as being sustainable (funded position following trade-offs, managing risks and delivering agreed service levels).

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Appendix B Projected Capital Renewal Program

Roads

CWP Year	Footpaths	Rehabilitation	Kerb	Asphalt Overlay	Spray Sealing	Capital Graveling
2023/24	\$ 300,000	\$ 2,233,000	\$ -	\$ 417,000	\$ 915,000	\$ 333,000
2024/25	\$ 250,000	\$ 1,907,000	\$ 320,000	\$ 450,000	\$ 989,000	\$ 360,000
2025/26	\$ 245,000	\$ 1,607,000	\$ 56,000	\$ 450,000	\$ 989,000	\$ 360,000
2026/27	\$ 245,000	\$ 989,000	\$ 56,000	\$ 450,000	\$ 989,000	\$ 360,000
2027/28	\$ 230,000	\$ 989,000	\$ 56,000	\$ 450,000	\$ 989,000	\$ 360,000
2028/29	\$ 230,000	\$ 989,000	\$ 56,000	\$ 450,000	\$ 989,000	\$ 360,000
2029/30	\$ 230,000	\$ 989,000	\$ 56,000	\$ 450,000	\$ 989,000	\$ 360,000
2030/31	\$ 230,000	\$ 989,000	\$ 56,000	\$ 450,000	\$ 989,000	\$ 360,000
2031/32	\$ 230,000	\$ 989,000	\$ 56,000	\$ 450,000	\$ 989,000	\$ 360,000
2032/33	\$ 547,000	\$ 989,000	\$ 56,000	\$ 450,000	\$ 989,000	\$ 360,000

Bridges

CWP Year	Bridges
2023/24	\$ -
2024/25	\$ 500,000
2025/26	\$ 505,000
2026/27	\$ -
2027/28	\$ 515,000
2028/29	\$ 1,635,000
2029/30	\$ 600,000
2030/31	\$ 700,000
2031/32	\$ -
2032/33	\$ 285,000

Stormwater

CWP Year	Stormwater
2023/24	\$ 45,000
2024/25	\$ 100,000
2025/26	\$ 90,000
2026/27	\$ 90,000
2027/28	\$ 90,000
2028/29	\$ 90,000
2029/30	\$ 90,000
2030/31	\$ 90,000
2031/32	\$ 90,000
2032/33	\$ 90,000

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Buildings

CWP Year	Public Amenity	Public Halls	Sport & Recreation	Sundry Cultural
2023/24	\$ 10,000	\$ -	\$ -	\$ -
2024/25	\$ 40,000	\$ 35,000	\$ -	\$ -
2025/26	\$ 40,000	\$ 56,000	\$ 200,000	\$ 170,000
2026/27	\$ 40,000	\$ -	\$ -	\$ -
2027/28	\$ 40,000	\$ 56,000	\$ 55,000	\$ 39,000
2028/29	\$ -	\$ 82,000	\$ 55,000	\$ -
2029/30	\$ -	\$ 82,000	\$ 55,000	\$ -
2030/31	\$ -	\$ 82,000	\$ 55,000	\$ -
2031/32	\$ -	\$ 82,000	\$ 55,000	\$ -
2032/33	\$ -	\$ 82,000	\$ 55,000	\$ -

Recreation

CWP Year	Parks & Reserves	Sport & Recreation
2023/24	\$ 65,000	\$ 10,000
2024/25	\$ -	\$ 129,000
2025/26	\$ 498,000	\$ -
2026/27	\$ 296,000	\$ 100,000
2027/28	\$ 112,000	\$ 100,000
2028/29	\$ 115,000	\$ -
2029/30	\$ 115,000	\$ -
2030/31	\$ 115,000	\$ -
2031/32	\$ 115,000	\$ -
2032/33	\$ -	\$ -

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Appendix C Projected Upgrade/Exp/New Capital Works Program

Roads

CWP Year	Footpaths	Rehabilitation	Kerb	Road Safety	Main Street Upgrades
2023/24	\$ 315,000	\$ 326,000	\$ -	\$ 550,000	\$ -
2024/25	\$ 607,000	\$ 426,000	\$ 100,000	\$ 575,000	\$ 200,000
2025/26	\$ 112,000	\$ 563,000	\$ -	\$ 115,000	\$ -
2026/27	\$ 112,000	\$ 206,000	\$ -	\$ 115,000	\$ -
2027/28	\$ 112,000	\$ 591,000	\$ -	\$ 115,000	\$ -
2028/29	\$ 112,000	\$ 206,000	\$ -	\$ 115,000	\$ -
2029/30	\$ 112,000	\$ 206,000	\$ -	\$ 115,000	\$ -
2030/31	\$ 112,000	\$ 206,000	\$ -	\$ 115,000	\$ -
2031/32	\$ 112,000	\$ 206,000	\$ -	\$ 115,000	\$ -
2032/33	\$ -	\$ 206,000	\$ -	\$ 115,000	\$ -

Bridges

CWP Year	Bridges
2023/24	\$ -
2024/25	\$ -
2025/26	\$ -
2026/27	\$ -
2027/28	\$ -
2028/29	\$ -
2029/30	\$ -
2030/31	\$ -
2031/32	\$ -
2032/33	\$ -

Stormwater

CWP Year	Stormwater
2023/24	\$ 540,000
2024/25	\$ 785,000
2025/26	\$ 590,000
2026/27	\$ 590,000
2027/28	\$ 330,000
2028/29	\$ 330,000
2029/30	\$ 330,000
2030/31	\$ 330,000
2031/32	\$ 330,000
2032/33	\$ 330,000

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Buildings

CWP Year	Administration	Community Amenities	Public Halls	Sport & Recreation	Unallocated
2023/24	\$ 50,000	\$ 45,000	\$ -	\$ 100,000	\$ 20,000
2024/25	\$ -	\$ 150,000	\$ -	\$ -	\$ -
2025/26	\$ -	\$ -	\$ -	\$ 220,000	\$ -
2026/27	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -
2027/28	\$ -	\$ -	\$ 5,000	\$ 30,000	\$ -
2028/29	\$ -	\$ -	\$ 5,000	\$ 30,000	\$ -
2029/30	\$ -	\$ -	\$ 5,000	\$ 30,000	\$ -
2030/31	\$ -	\$ -	\$ 5,000	\$ 30,000	\$ -
2031/32	\$ -	\$ -	\$ 5,000	\$ 30,000	\$ -
2032/33	\$ -	\$ -	\$ 5,000	\$ 30,000	\$ -

Recreation

CWP Year	Cemeteries	Parks & Reserves	Area Promotion	Household Waste	Sport & Recreation
2023/24	\$ 10,000	\$ 10,000	\$ -	\$ 720,000	\$ 10,000
2024/25	\$ 130,000	\$ 600,000	\$ 60,000	\$ 200,000	\$ 1,446,000
2025/26	\$ 30,000	\$ 15,000	\$ -	\$ 1,104,000	\$ -
2026/27	\$ 5,000	\$ 169,000	\$ -	\$ -	\$ 50,000
2027/28	\$ 5,600	\$ 229,000	\$ -	\$ -	\$ -
2028/29	\$ 5,600	\$ 229,000	\$ -	\$ -	\$ -
2029/30	\$ 5,600	\$ 229,000	\$ -	\$ -	\$ -
2030/31	\$ 5,600	\$ 229,000	\$ -	\$ -	\$ -
2031/32	\$ 5,600	\$ 229,000	\$ -	\$ -	\$ -
2032/33	\$ 5,600	\$ -	\$ -	\$ -	\$ -

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Appendix D Unfunded Initiatives and Capital Works proposals

A number of projects generated from the following strategic documents have not been formally approved by Council.

Roads

- Footpath Strategy projects, current funding levels are not adequate to fund current demand along with limited civil construction availability to undertake works in the short term. Delivery of new footpaths will require extended timeframes to deliver.
- Blackstone/Prospect Structure Plan
- Hadspen ODP
- Westbury ODP

Stormwater

- Blackstone/Prospect Structure Plan
- Hadspen ODP
- Westbury ODP

Bridges

- Nil

Buildings

- Deloraine Football Club building redevelopment
- Sport & Recreation Venue Action Plan (currently under review)

Recreation

- Blackstone/Prospect Structure Plan
- Hadspen ODP and Open Space Plan (OSP)
- Westbury ODP and OSP
- Deloraine OSP
- Deloraine Recreation Ground Precinct Plan (Draft)
- Deloraine and Westbury Sport and Recreation Study
- Water ways booklet
- Recreation and reserve play-space/scape improvements
- Sport & Recreation Venue Action Plan (currently under review)

Appendix E Tasmanian Audit Office – Report No 5 2013-14 Recommendations

A summary outline of the 23 recommendations is detailed on pages 8 to 10 in the report.

Link to [Report No 5 2013-14 Infrastructure Financial Accounting in Local Government](#)

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Appendix F Asset Revaluation Process

The following detail outlines Meander Valley Council's approach to asset revaluations as outlined in Council's Annual Report.

Council has adopted the following valuation bases for its non-current assets:

Asset Class	Valuation Basis
Land	Fair Value
Land Under Roads	Fair Value
Land Improvements	Cost
Buildings	Fair Value
Roads and Streets	Fair Value
Bridges	Fair Value
Stormwater	Fair Value
Plant and Equipment	Cost
Heritage Assets	Cost
Computer Software	Cost
Valuation Assets	Cost

Subsequent to the initial recognition of assets, non-current physical assets, other than Land Improvements, Plant and Equipment, Heritage and Intangibles, are measured at their fair value in accordance with AASB 116 Property, Plant & Equipment and AASB 13 Fair Value Measurement

At balance date, Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

In addition, Council undertakes a formal revaluation of asset classes, measured on the fair value basis on a three-year rolling cycle. The valuation is performed either by experienced Council officers or independent experts. The cost of acquisitions and capital works during the year is considered to represent their fair value.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 44 Fair Value Measurement

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation surplus for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

(Meander Valley Council - Annual Report 2022)

Council annually reviews indicators that lead to the asset carrying value to materially differ from the fair value.

The following indicators may require a revaluation out of the ordinary cycle:

- Material change in costs
- Material change to an index (ABS, Rawlinson)
- Unexpected and significant natural disaster

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Asset Classes revalued on a three cycle as detailed below (notwithstanding the effect of indicators):

- 2023-24
 - Bridges
 - Land (every two years)
- 2024-25
 - Roads – including road condition survey
 - Land (TBC)
- 2025-26
 - Stormwater
 - Buildings
 - Land (every two years)
- 2026-27
 - Bridges
 - Land (TBC)

Asset classes not revalued and valued at historical cost:

- Land Improvements
- Plant and Equipment
- Heritage
- Computer Software
- Valuation Assets

Triggers for asset revaluation

Develop pre-defined criteria and formal approval processes for revalue and impairment indicators decision to or not to revalue assets.

Appendix G Annual Reviews

Detail annual review process and include recommendations from LGAT Financial Sustainability Practice Summary 14. The following link to [LGAT Practice Summary 14](#) details the practice summary information for Annual Reviews.

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Appendix H Sport & Recreation Venue Action Plan

SPORT & RECREATION VENUE ACTION PLAN

Item	Detail	Venue Priority	\$ Estimate
PROSPECT VALE PARK & RAY JOHNSTONE PAVILION			
Change rooms / toilets / showers	Refurbishment to unisex standard for sport. C1 & 2 - remove urinals, communal showers, troughs. C3 & 4 - remove troughs. Add: vanity basins, hand dryers, privacy showers to C1,2,3,4.	High	\$400,000
Club room toilets	Refurbishment to relevant and safe standard required, including internal entry via clubroom.	High	
Ground surface	Field 1 - Drainage and irrigation to be upgraded with increased demand	Low	\$350,000
Bar	Adequate for current needs. May require expansion to meet demand for social activities.	NA	
Kitchen	Recently upgraded by Council (facility) and Sports Club (equipment). Medium sized facility but adequate.	NA	
Ground surface	Field 5,6,7,8 have been redeveloped to high standard	NA	
Ground lights	All at required standard	NA	
Public Toilet	All at required standard	NA	
			\$750,000
Item	Detail	Venue Priority	\$ Estimate
HADSPEN MEMORIAL CENTRE & RECREATION GROUND			
Change rooms / toilets / showers	Female and Male facilities available. Consider removal of urinal in future in men's toilet / change. Total of 4 spaces and need to go outside to get from change room to shower / toilets. Requires separate facilities or better integration of existing facilities.	Medium	\$350,000
Ground surface	Drainage and then irrigation required to accommodate expansion of venue use to winter users.	Low	\$1,000,000
Ground lights	None available. Requires 100 lux minimum to allow any winter usage.	Low	
Bar	Built by cricket club and not a shared facility	NA	
BBQ	Electric bbq installed by cricket club and not shared	NA	
Function Space	2 spaces that is available to all users. Smaller function space has cricket club memorabilia, bar and bbq (external). No further work required at this time.	NA	
Storage cages (internal)	Currently used by Australia Post and Cricket Club. Can be further shared if necessary in future.	NA	
Storage room (internal)	Used by Friends of Hadspen and the venue	NA	
Office	Used by Friends of Hadspen	NA	
Public Toilet	1 unisex / disability access toilet open 24/7. No work required.	NA	
			\$1,350,000

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Item	Detail	Venue Priority	\$ Estimate
WESTBURY SPORTS CENTRE			
Storage Facility	Review equipment and remove abandoned / redundant items. Weather proof if required. Replace and make lighting safe.	High	\$5,000
Meeting Room	Clear excess equipment that is being stored or abandoned. Refurbish - new surfaces, furniture, air conditioning, reconfigure windows / lights.	Medium	\$30,000
Female Change rooms & Toilets	Refurbish equipment and surfaces	Medium	\$700,000
Male Change rooms & Toilets	Fully refurbish so communal showers, urinals are removed.	Medium	
Disability Toilet	Provide hand dryers and refresh space and entry.	Medium	
External Façade	Remains dated and uninviting to potential users. Review and design new entry - including painting and surfaces. Review ramp access arrangements.	Low	\$500,000
Foyer	Internal appearance / décor remain dated and uninviting to potential users. Review and design new entry - including painting and surfaces.	Low	\$5,000
Stadium	Internal appearance / décor remain dated and uninviting to potential users. Review and refresh surfaces including timber façade on end walls to match side walls.	Low	\$250,000
Canteen / Kiosk	Review and plan extent of any refurbishment. Functionality of the space is limited by the equipment and surfaces.	Low	\$250,000
Squash / Multi-use Courts	Consider future of the facility as need determines	NA	
			\$1,740,000
Item	Detail	Venue Priority	\$ Estimate
DELORAIN COMMUNITY COMPLEX			
Female Change rooms & Toilets	Redevelop and replace all surfaces, basins, pans, doors on showers etc.	High	\$75,000
Storage - Cleaners / Users / Council	Cupboards and storage spaces need to be reconfigured. Remove store from office and medical room. Relocate to the storage bays. Redesign and create new entry point to store via corridor near female change.	High	\$120,000
Medical Room	Currently used as store for cleaner. Remove to new store and re-instate as medical room	High	
Office	Currently shared as a store for cleaner. Remove to new store and re-instate as office. Add air conditioning.	High	
Venue Access / Security systems	Upgrade to allow easier access and tracking of users access / egress. New entry at rear for netball users	High	\$50,000
Mezzanine and Foyer	New access to mezzanine that is disability access compliant. Includes lift to mezzanine and entry to auditorium / toilets. Refurbish mezzanine with furniture and coverings. Consider enclosing this space. Foyer to be refurbished and review and improvements of memorabilia display.	High	\$550,000
Auditorium / Kitchen	Full redevelop / refurbish to make modern / accessible. Includes full redevelopment of commercial kitchen. Refurbish toilets at ground level.	Medium	\$1,000,000
Stadiums	Build extension on each side of stadium to allow extended runoffs. Also removable seating on the eastern side.	Low	\$3,000,000
DCC entry and surrounds	Front entrance - not flat, door tiling, upgrades paths, and review gardens.	Low	\$50,000
DCC under venue store	Houses computer / IT recovery centre. Clean out and tidy space. Make suitable for extra Council storage. Check fire risk management.	Low	\$1,000
Squash / Multi-use Courts	New so not assessed	NA	
Canteen / Kiosk	Recently upgraded. No further work planned / identified	NA	

MEANDER VALLEY COUNCIL – STRATEGIC ASSET MANAGEMENT PLAN

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Male Change rooms & Toilets	Recently redeveloped - no further work planned	NA	
			\$4,846,000
Item	Detail	Venue Priority	\$ Estimate
MEANDER VALLEY PERFORMING ARTS CENTRE			
Stadium	Floor maintenance due. Repaint and refresh all surfaces. Review any infrastructure that is on walls and redundant.	High	\$20,000
Café space	Establish café space in existing store at entry.	Medium	\$30,000
Theatre heating	Identify heating / cooling solution which takes account of noise and effectiveness.	Medium	\$20,000
Theatre Mezzanine / Projector Room	Review, tidy and secure. Prevent access by groups. Cosmetic improvements to mezz entry point.	Medium	\$2,000
Toilets	Male, Female, Disability toilets to be reviewed. Add hand drying fans, soap dispensers, privacy shields in urinals.	Medium	\$10,000
Squash Courts	2 courts, change and club spaces. Add: improved lighting, paint out the rooms, new furniture, and full refurbishment of the toilets / change rooms.	Medium	\$500,000
Change room upgrade	Review and refurbish all change / toilet rooms.	High	\$70,000
Kitchen	Review storage in kitchen. Tidy and remove excess equipment. Refurbish surfaces and equipment as required.	Low	\$10,000
Community Band Room	Review and improve entry point to band room. New carpet, equipment, lighting. For safety add a hand rail on internal stairs.	Low	\$30,000
Studio	No identified needs	NA	
Studio	No identified needs	NA	
			\$692,000
Item	Detail	Venue Priority	\$ Estimate
DELORAIN RECREATION GROUND			
Ground surface	Drainage and then irrigation required to accommodate expansion of venue by summer and winter users. Review and improve fence line and seating.	Medium	\$1,000,000
Change rooms and supporting spaces	All rooms - change-rooms, showers, toilets, medical, laundry, office, match managers room, stores - require a review, plan and refurbish fully.	High	\$1,000,000
Umpires Rooms	New umpires rooms that are fit for purpose are required.	High	
Toilets	Male and Female and Disability - all require total refurbishment	High	\$300,000
Foyer Entry	Requires review and better set-out of memorabilia and refreshen wall and floor surfaces	Low	\$50,000
Grand stand, scorers areas, sponsor boxes	Requires review and improvements to make safe	Low	?
Bar	Built by football club and not a shared facility. Refurbished by Council	NA	
Function / Club Room	Recently refurbished	NA	
Kitchen	Commercial kitchen standard recently refurbished	NA	
			\$2,350,000

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Item	Detail	Venue Priority	\$ Estimate
BRACKNELL RECREATION GROUND			
Ground lights	Requires 150 lux minimum upgrade to allow games / training to community football standard.	High	\$1,000,000
Ground surface	Drainage and then irrigation required to accommodate expansion of venue by summer and winter users.	Medium	
Upgrade change rooms	Review visitors and umpires change rooms. Refurbish or replace existing facilities. Home rooms to replace communal showers and urinals	Medium	700,000
Umpires Rooms	Increase capacity of existing rooms to allow for female and male umpires as required.	Medium	
			\$1,700,000
Item	Detail	Venue Priority	\$ Estimate
WESTBURY RECREATION GROUND			
Ground lights	Requires 150 lux minimum upgrade to allow games / training to community football standard.	High	\$1,000,000
Ground surface	Drainage and then irrigation required to accommodate expansion of venue by summer and winter users.	Medium	
Facilities	Electronic access system. Cleaner's storage area.	Medium	\$50,000
			\$1,050,000
Item	Detail	Venue Priority	\$ Estimate
WHITEMORE RECREATION GROUND			
New lights for tennis courts	Light infrastructure is very old. New lux standards for tennis also. Review and assist tennis Club to replace for safety and functionality	High	\$100,000
Ground perimeter	Ground furniture requires repair and replacement	Medium	\$5,000
Clubrooms	Upgrade kitchen and refurbish all elements of the Club house	Low	\$50,000
Other	Cricket net complex is very old and will need to be repaired and replaced, Venue entry points require review and improvement of paths	Low	\$30,000
			\$185,000

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Item	Detail	Venue Priority	\$ Estimate
HAGLEY RECREATION GROUND			
Change Room / Access	Requires review of doorways into change rooms so as to improve and obtain more area under roof, including storage. Review showers / toilet arrangements with a view to improving	High	\$250,000
Showers / Toilets	Review showers / toilet arrangements to increase provision and amenity.	Medium	
Club Bar	Kept in good order by the Cricket Club.	NA	
Public toilets	Currently open 24 / 7 - male and female. Adequate for amount of use	NA	
			\$250,000
Item	Detail	Venue Priority	\$ Estimate
CARRICK RECREATION GROUND			
Toilets	Renewal and reopen existing toilets.	High	\$150,000
Sport Facilities	Cricket (pitch is covered and degraded), basketball / tennis (old asphalt) may all be refurbished in future	NA	
Playground and BMX	Renewal of existing equipment.	High	\$250,000
			\$400,000
Item	Detail	Venue Priority	\$ Estimate
MEANDER RECREATION GROUND			
Toilets / Hall / Supper Room	Male and female on site. Hall and supper room. All in good order and managed by community.	NA	
Sport Facilities	Cricket (concrete); tennis / netball (old asphalt); oval and old clubroom (used as store). All would require development work to return to usable status for sporting clubs	NA	
GRAND TOTAL			\$14,805,440

Works

Highway Dedication - Part of Roxford Road, Westbury

Report Author Wezley Frankcombe
Manager Governance and Performance

Authorised by Matthew Millwood
Director Works

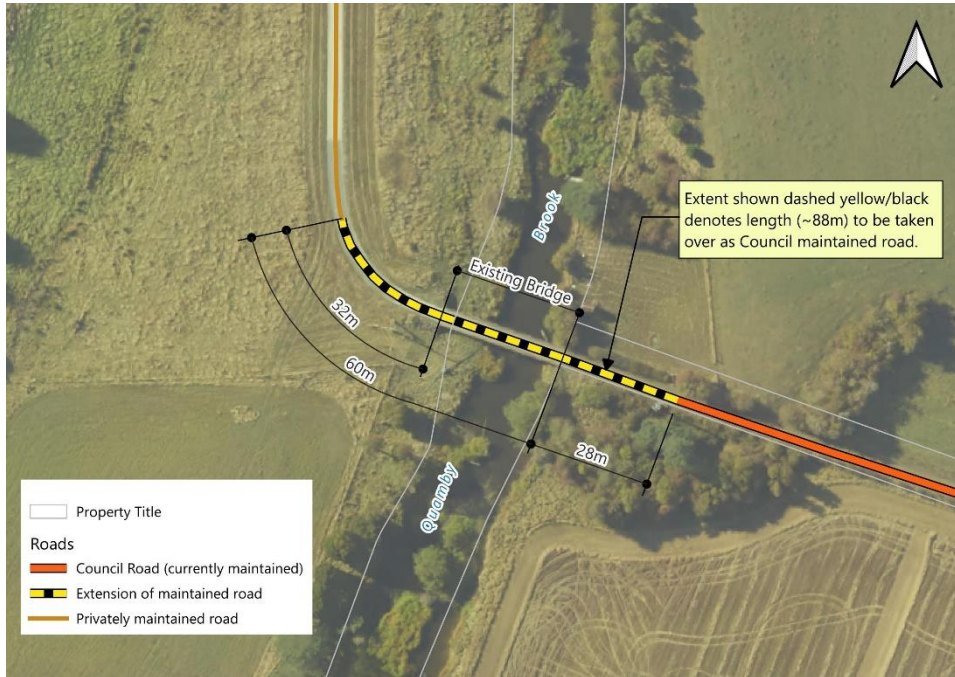
Decision Sought In accordance with decision 275/2023, the Council approves taking over of a further 88m of Roxford Road, Westbury as a highway maintainable by the Council

Vote Simple majority

Recommendation to Council

That Council, pursuant to section 12 of the *Local Government (Highways) Act 1982*:

1. declares that approximately 88m of the road surface and associated infrastructure of Roxford Road, Westbury, as generally shown shaded in dashed yellow and black in the map below, is to become a highway maintainable by the Council on the date of publication of this resolution in *The Gazette*:



2. requests the General Manager to ensure that a copy of the highway declaration at Recommendation 1. is published in *The Gazette*.

Report

At the October 2023 Closed Council Meeting, Council awarded the contract to replace bridge no. 2055 and also approved Council Officers to prepare documentation for approximately 80m of the road and associated infrastructure, extending from the western end of Roxford Road, to be declared by Council as a public highway maintainable by Council, under the provisions of the *Local Government (Highways) Act 1982* – Minute reference 275/2023.

Part of Roxford Road is already a public highway maintainable by the Council by reason of section 21 of the *Local Government (Highways) Act 1982* (the Act). That status provides the public with a legally enforceable right to use Roxford Road and also an obligation upon the Council to ensure that it is maintained.

Council's Municipal Map maintained pursuant to section 208 of the *Local Government Act 1993* shows the public highway status and Council's maintenance responsibility (refer Figure 1 below - orange dashed line) extending approximately 330m along Roxford Road from its junction with Emu Plains Road, terminating approximately 28m from the eastern

end of bridge no. 2055, spanning Quamby Brook. The termination of the public highway prior to bridge no. 2055 is an anomaly as Council's road maintenance operations has historically concluded at the bridge.



Figure 1: Current public highway maintainable by the Council

If the recommendation is approved by Council, Council officers will arrange for the publication of the resolution in *The Gazette*. Upon publication, the status of Roxford Road will be clarified and the Council will have a lawful obligation to maintain the section of road so declared.

The following is an extract of section 12 of the *Local Government (Highways) Act 1982* (the Act):

12. Taking over by corporation of private roads, &c.

- (1) *A corporation may, by resolution of the council, declare that a road or other way within the municipality that is not a highway shall become, as specified in the resolution, a highway maintainable by the corporation or a particular kind of highway so maintainable.*

- (2) *Where the standard requirements are applicable, the council shall not pass a resolution under this section unless it is satisfied that those requirements are complied with in respect of the road or other way to which the resolution relates.*

- (3) A resolution made by the council for the purposes of this section is not invalidated by reason of the failure of the council to comply with [subsection \(2\)](#).
- (4) The corporation shall cause a copy of a resolution under this section to be published in *The Gazette* and the road or other way to which the resolution relates becomes, on the date of the publication, such a highway as is specified in the resolution.

Attachments Nil

Strategy Supports the objectives of Council's strategic future direction 6: planned infrastructure services

See Meander Valley Community Strategic Plan 2014-24. [Click here](#) or visit www.meander.tas.gov.au/plans-and-strategies to view.

Policy Not applicable

Legislation *Local Government (Highways) Act 1982* (section 12)

Consultation Council officers have consulted with the property owners on the western side of Quamby Brook to ensure they understand the recommended road extension to be maintainable by Council.

Budget & Finance The recommendation to extend Council's Road maintenance responsibility can be managed within the existing road maintenance budget.

Risk Management Not applicable

Alternative Motions Not applicable

Motion to Close Meeting

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

Refer to *Local Government (Meeting Procedures) Regulations 2015: s15(1)*.

Vote Absolute majority

Closed Session Agenda

Confirmation of Closed Minutes

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

Leave of Absence Applications

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

Release of Public Information

Refer to *Local Government (Meeting Procedures) Regulations 2015: s15(8)*.

Meeting End
