

Meander Valley Council

2025-26 ANNUAL PLAN



Acknowledgment of Traditional Owners

Meander Valley Council acknowledges the Pallittorre and Panninher past peoples as the traditional owners and custodians of the land we call home. We pay respect to elders, past, present and future.





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This is **MEANDER VALLEY.**



21,579
Residents



46%
of kerbside collection
waste is recycled



9 Elected
Members

110,000

Attendees at council
sports grounds and
venues



1,786
Local
businesses



193
Bridges



12
Public
Halls



7 Bike &
skate parks



8 Sporting grounds

822

Kilometres of
road netWorks



3,327
Square
kilometres
of land area



10,971
Rateable
assessments



2

Municipal
waste
facilities



59 Parks &
Reserves



38

Playgrounds &
fitness stations



2

Municipal swimming pools



MEANDER VALLEY

A place for nature; a place for nurture; a place for families, seeds, and ideas to grow; a place where down-to-earth doers and makers reach for the sky; a place of stunning vistas, fertile pastures, and awe-inspiring peaks.

In our towns, hard work and warm welcomes go hand in hand. From our rich cultural heritage to our culinary delights, there are stories to tell and experiences to share. As we plan for 2025-26, let's take a moment to celebrate everything that makes Meander Valley special. Through careful planning and thought-

ful execution, Meander Valley Council is working to improve the way we connect and move around our region—investing in road upgrades and ongoing maintenance that make travel safer and easier for everyone. We take just as much care with our finances, always mindful of balancing fiscal stability with delivering the high-quality services you expect and deserve. And when it comes to engagement, we're deeply committed to gathering your input, making sure that every voice contributes to the decisions that shape our future.

Your community, **YOUR COUNCIL.**

Nine councillors represent Meander Valley. Drawing on community feedback, expert advice, and a deep understanding of our region's needs, they bring your voices to the table. They're here to listen and to lead, weighing every decision, and making sure our plans reflect the hopes and ambitions of those

who call Meander Valley home. Councillors also play key role in developing the Annual Plan, working with Council officers to set priorities and shape a program of work that serves the community.



Deputy Mayor
Stephanie Cameron



Mayor
Wayne Johnston



Councillor
Christine Cronshaw



Councillor
Ben Dudman



Councillor
Kevin House



Councillor
Anne-Marie Loader



Councillor
Daniel Smedley



Councillor
John Temple



Councillor
Rodney Synfield

About our ANNUAL PLAN

The *Local Government Act 1993* requires that Council develop an Annual Plan. We treat that responsibility with the seriousness it deserves. This Annual Plan sets out exactly what we intend to deliver in the 2025-26 financial year—covering everything from critical infrastructure projects to the everyday services that keep our community thriving. It's a practical blueprint, informed by our Community Strategic Plan 2024-2034, Council decisions, Council's budget and long-term financial plans, Tasmania's local government legislative framework, and other strategic priorities. These elements work in harmony to ensure that everything we do is aligned with your needs, your values, and the long-term vision we're building together.



Guide to **READING THE ANNUAL PLAN**

By following this guide, you can understand how our activities support our strategic goals and track Council's progress throughout the year. The tables on the following pages provide a clear breakdown of our ongoing tasks and special projects, showing how each align with our long-term objectives.

You'll see the specific goals we're targeting, the timing of each activity, and how we measure success. This transparency allows you to stay informed about our efforts and how we are working to achieve the community's vision as outlined in Council's Community Strategic Plan 2024-2034.

The following pages use tables to outline our operational program for 2025-26, divided into 'core program activities' and 'annual projects':

Core program activities - are the ongoing tasks essential for Council's successful operation each year.

Annual projects - are specific initiatives planned for 2025-26 aimed at achieving particular outcomes or improvements. We provide progress reports to Council each quarter and at year's end, with additional informal updates as needed.

Understanding and reading the tables -

Link Column - This column on the left of each table shows how each activity aligns with the Five Future Directions in our Community Strategic Plan.

Activity Timing - This column indicates the quarter when the activity is expected to occur. Quarter 1 is from July to September, aligning with the start of the financial year.

Here's an example of a table from our Annual Plan, along with explanations for each column header to help you understand the information presented:

Link	Activity	Department Lead		
CORE PROGRAM ACTIVITIES				
1.3	Provide accessible first point of contact for community enquiries via the Council's Customer Service Centre, website and telephone service channels	Corporate Services		
Link indicates which Future Directions the activity aligns with.	Activity describes the project, program and work actions.	Measure describes how we will assess the results of the activity.	Department Lead indicates who is responsible for delivery of the activity.	Activity Timing indicates the quarter of the year we'll report on our progress.
Link	Activity	Measure	Department Lead	Activity Timing
ANNUAL PROJECTS				
2.4, 5.3	Rezoning, servicing and divestment of select Council's properties in accordance with Council's decision 268/2022	Properties sold	Works	3,4

‘LINK’ REFERS TO OUR FIVE FUTURE DIRECTIONS

Delivering responsible leadership and governance.	Investing in infrastructure that strengthens our connections.	Creating a well-designed, sustainable built environment.	Valuing and protecting our natural environment.	Cultivating a diverse, cohesive and empowered community.
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Annual Plan

SUPPORTING OUR CUSTOMERS

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
1.3	Provide accessible first point of contact for community enquiries via the Council's Customer Service Centre, website and telephone service channels	Corporate Services
5.3	Manage dog registrations, renewals and processing associated payments	Corporate Services
5.3	Process rates, pension applications, notice of sale updates, supplementary valuations and financial hardship applications	Corporate Services
5.4	Maintain the Council's cemetery records in accordance with the <i>Burial and Cremation Act 2019</i> (including online information for the Council's cemetery facilities)	Corporate Services
5.4	Respond to applications for disclosure of information under the <i>Right to Information Act 2009</i>	Governance & Community Wellbeing
1.7, 1.8, 5.7, 5.9	Operate tourism and visitor information services through the Meander Valley Visitor Centre	Governance & Community Wellbeing
2.5, 3.1, 3.2, 3.7	Provide planning, building and plumbing advice in response to customer requests	Development & Regulatory Services
5.4	Process applications for the Council's Land Information Certificates (Section 337 Certificate)	Development & Regulatory Services

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.3	Manage the invoicing and payment processing of fees and charges for the Council and relevant State Government charges	Corporate Services
4.2, 4.3	Support billing and payment for use of the Council's sports grounds and reserves	Infrastructure
5.4	Assist Councillors to respond to customer queries	All

Annual Plan

MANAGING OUR ASSET PORTFOLIO

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
3.5, 3.6	Manage the Council's asset portfolio to ensure optimal value and least cost; maintain Strategic Asset Management Plan (SAMP) and Asset Management Plans	Infrastructure
3.5, 3.6	Review and update asbestos register for the Council's building facilities	Infrastructure
3.5, 4.3	Manage legal agreements for the Council owned facilities and implement a program of lease renewal	Infrastructure
3.5, 3.6	Develop and maintain a public building renewal policy, considering asset condition, utilisation of rates, renewal and maintenance costs and service options	Infrastructure
4.5	Deliver the bridge inspection and maintenance program	Infrastructure
4.5, 4.6	Continue to provide a safe road, bridge and stormwater network through the provision of maintenance renewal and upgrade of Infrastructure and assets.	Infrastructure/Works
5.3	Provide cost effective and sustainable fleet management that meets the operational needs of the organisation	Corporate Services

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.3	Review and assess plant replacement needs, facilitate the replacement of heavy, light and small plant including purchase and disposal	Works
3.5, 3.6, 4.7	Update asset information and asset revaluation in line with the revaluation cycle	Infrastructure
3.5, 3.6, 4.5, 4.6	Apply for and administer State and Federal Grant Funding requests and documentation for approved projects	Infrastructure

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
2.4, 5.3	Rezoning, servicing and divestment of select Council's properties in accordance with Council's decision 268/2022	Properties sold	Works	3,4
2.4, 5.3, 5.8	Complete construction of new Works Depot at Valley Central Industrial Precinct, Westbury	Percentage complete	Works	1,2
2.4, 5.3, 5.8	Commence plant and employee operations at the new Works Depot	Depot operational	Works	2,3,4
2.4, 5.3, 5.8	Decommission current Westbury and Deloraine Depots and commence preparation of the sites for redevelopment	Percentage complete	Works	4
1.2, 2.5, 3.1, 3.2, 3.4, 3.7, 4.2, 5.8	Support the development of the Hadspen Urban Growth area	Engagement with stakeholders	Infrastructure/ Development & Regulatory Services	1,2,3,4

Annual Plan

INVESTING IN COMMUNITY FACILITIES & INFRASTRUCTURE

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
2.4, 5.3, 5.8	Operate the Council's Westbury and Prospect Vale Works depots and material storage areas	Works
2.3, 2.5, 2.6, 3.4, 4.2	Maintain Westbury Town Common in line with Natural, Resources and Environment (NRE) Tasmania Management Plan	Works
4.7	Manage the Customer Service Centre and administration buildings in line with facility management plans	Infrastructure
4.7	Deliver planned and reactive maintenance of community facilities (buildings) to ensure safe, well used facilities	Infrastructure
4.5, 4.6	Deliver operational programs to maintain road related assets	Works
2.2, 3.6, 4.7	Deliver operational programs to maintain urban streetscapes, public amenities and on-street waste collection	Works
4.3	Manage the Deloraine swimming pool to ensure availability safety and compliance standards	Infrastructure
4.3	Facilitate safety standard compliance and continuing management by the community of the Caveside Pool	Infrastructure
4.7	Oversight of maintenance and safety at Deloraine and Districts Folk Museum	Infrastructure

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
4.7	Manage contracts and arrangements for cleaning buildings	Infrastructure
5.5	Complete and submit State and Federal grant funding applications as they arise to support facilities	Infrastructure

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
3.5, 3.6, 4.2, 4.5, 4.6, 4.7	Plan and deliver projects in line with the approved Capital Works Programs	Percentage completed	Works/ Infrastructure	1,2,3,4
3.4, 3.6	Complete construction of Stage 1 work packages at the Deloraine Racecourse Precinct project	Project elements completed	Infrastructure	1,2,3
3.4, 3.5, 3.6, 4.2, 4.7	Complete the Deloraine Pool Masterplan to determine future levels of investment proposed for the site	Masterplan completed	Infrastructure	1,2
3.5, 3.6, 4.1	Design the Deloraine Function Centre at Deloraine Racecourse Precinct	Percentage completed	Infrastructure	3,4
5.6	Engage with contractors and suppliers on tendering for the Council's work	Delivery of Workshop	Infrastructure	1

Annual Plan

MAKING A POSITIVE CONTRIBUTION TO COMMUNITY WELLBEING

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
1.6, 1.7, 1.10, 1.11, 5.9	Promote and facilitate activities and events that connect community and develop community capacity	Governance & Community Wellbeing
1.6, 1.7, 1.11, 5.2	Provide advice and deliver support for community engagement activities on the Council's projects	Governance & Community Wellbeing
1.6, 1.7, 4.1, 5.2, 5.6, 5.9	Promote, administer and distribute the Council's Community Grants each quarter	Governance & Community Wellbeing
1.6	Manage Memorandum of Understandings (MoUs) with the Deloraine and Westbury Community Cars and support initiatives for increasing the skill of drivers	Governance & Community Wellbeing
1.6, 1.7, 1.11, 4.1, 5.9	Process applications for Place of Assembly Licences for large events	Development & Regulatory Services
1.7	Promote and deliver the annual Australia Day Awards (all categories)	Governance & Community Wellbeing
1.6, 5.1, 5.6, 5.7	Deliver quarterly Citizenship Ceremonies	Governance & Community Wellbeing
1.6, 1.7, 5.9	Provide in-kind support to approved community events	Works

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
1.3	Conduct quarterly community forums, in various Meander Valley townships, to provide engagement opportunities for community members with elected members and the Council's Officers	Forums completed	Governance & Community Wellbeing	1,2,3,4

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SUPPORTING ECONOMIC GROWTH, PROSPERITY, & THE ENVIRONMENT

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.3, 5.5, 5.7	Fund and partner in regional collaboration through the Northern Tasmanian Development Corporation	Governance & Community Wellbeing
1.5, 1.10, 1.11, 2.3, 2.5, 3.2, 3.7, 4.4, 5.3, 5.5, 5.7	Engage with regional organisations Visit Northern Tasmania to progress regional development activities	Governance & Community Wellbeing
2.1, 2.3, 2.5, 2.6	Support the Tamar Estuary Management Taskforce	Governance & Community Wellbeing
2.1, 2.3, 2.5, 2.6	Fund, support and partner with the Tamar Estuary and Esk Rivers Program (NRM North)	Governance & Community Wellbeing
1.10, 2.1, 2.3, 2.4, 2.5, 2.6, 5.5	Fund, support and partner with the Northern Tasmanian Alliance of Resilient Councils (NTARC)	Governance & Community Wellbeing
1.1, 1.6, 1.7, 1.8, 4.1	Support volunteers at the Deloraine and Districts Folk Museum to deliver new exhibits to highlight the history of the Meander Valley	Governance & Community Wellbeing
2.6	Manage weeds on roadside and land owned by the Council	Works
2.6	Support management of stray cats by contributing funds to the regional Northern Cat Management Facility	Development & Regulatory Services

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
2.4	Develop and adopt a Council Climate Change Strategy, in consultation with the Northern Tasmanian Alliance of Resilient Councils (NTARC)	Strategy adopted	Governance & Community Wellbeing	2, 3

Annual Plan

SUPPORTING COMMUNITY HEALTH OUTCOMES, RESILIENCE, & EMERGENCY MANAGEMENT RESPONSES

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
1.3, 2.3, 2.6, 3.6, 4.1, 5.7	Manage public health risk through monitoring and sampling of recreational water and public pools and spas	Development & Regulatory Services
5.7, 5.9	Promote safe food practices including registrations, education, monitoring, inspections and compliance in accordance with the <i>Food Act 2003</i>	Development & Regulatory Services
1.2, 1.5	Provide a school-based immunisation program as part of the National Immunisation Program	Development & Regulatory Services
1.2, 1.3, 1.5, 1.10,	Monitor Public Health activities through licencing, registration and inspection of public health risk activities and regulated systems	Development & Regulatory Services
2.3, 2.6, 5.4, 5.9	Ensure environmental health monitoring is compliant and incidents effectively managed	Development & Regulatory Services
1.10, 2.1, 2.4,	Complete annual fire abatement inspections and investigate complaints	Development & Regulatory Services
2.1, 3.4, 4.2, 4.5	Deliver fuel reduction programs on land owned by the Council, including roadsides	Works
1.10	Support planning and responses under the Tasmanian Emergency Management Arrangements (TEMA)	Infrastructure

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
1.10	Support Meander Valley SES units through ongoing management of the Memorandum of Understanding	Infrastructure
1.10	Maintain and implement the Municipal Emergency Management Plan	Infrastructure
1.10	Support Municipal Emergency Management and Social Recovery Committee	Infrastructure

MANAGING PLANNING, DEVELOPMENT, & REGULATION

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
3.7	Provide strategic and statutory land use planning advice for planning proposals	Development & Regulatory Services
3.1, 3.2, 3.4, 3.7	Process applications for amendment to the Tasmanian Planning Scheme – Meander Valley within statutory time frames	Development & Regulatory Services
3.1, 3.2, 3.7	Process planning, building and plumbing applications within statutory time frames	Development & Regulatory Services
3.7	Manage any planning appeals through Tasmanian Civil and Administrative Tribunal	Development & Regulatory Services
3.7	Process applications for Certificate of Approval for Strata and Final Plan of Subdivisions	Development & Regulatory Services
2.3, 2.6, 4.2, 4.5, 5.7	Provide animal management and responsible pet ownership services (enforcement and education)	Development & Regulatory Services
2.6, 4.2, 4.6	Administer dog registration compliance in line with the <i>Dog Control Act 2000</i>	Development & Regulatory Services
2.3, 2.6, 4.2, 4.5, 5.7, 4.6	Respond to reports of dogs and livestock at large in a timely manner	Development & Regulatory Services
2.6, 4.2	Investigate and take appropriate actions on animal control matters in accordance with the <i>Dog Control Act 2000</i>	Development & Regulatory Services
4.2, 4.6, 5.7	Inspect and monitor compliance with Dangerous Dog Declarations	Development & Regulatory Services

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
1.2, 2.5, 3.2, 3.3, 3.7, 5.4, 5.7	Investigate identified non-compliance against <i>Building Act 2016</i> and the Tasmanian Planning Scheme – Meander Valley	Development & Regulatory Services
2.3, 2.6, 5.4, 5.7	Provide environmental health related assessment of development applications	Development & Regulatory Services
5.4	Complete Federal and State Government Monthly Reporting for building activities	Development & Regulatory Services
2.1, 4.5, 4.6, 5.3	Provide road, stormwater and other Infrastructure assessment of development applications	Infrastructure

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
1.2, 3.2, 3.3, 5.1, 5.5	Actively participate in regional planning initiatives including the review of the Northern Tasmanian Regional Land Use Strategy	Contribution to review	Development & Regulatory Services	1,2,3,4
2.5, 2.6, 3.2, 3.3, 3.4, 3.7, 4.6, 5.1, 5.4, 5.7	Finalise development of a Structure Plan for Carrick	Structure Plan adopted	Development & Regulatory Services	1,2
3.2, 3.3, 4.6, 5.1, 5.4, 5.7	Development of Carrick Character Precinct – Specific Area Plan. Scheme amendment application submitted to Tasmanian Planning Commission	Application submitted	Development & Regulatory Services	3,4
2.5, 2.6, 3.2, 3.3, 3.4, 3.7, 4.6, 5.1, 5.4, 5.7	Finalise the review of the Prospect Vale – Blackstone Heights Structure Plan	Structure Plan adopted	Development & Regulatory Services	1,2
2.5, 2.6, 3.2, 3.3, 3.4, 3.7, 5.1, 5.4, 5.7	Development of Westbury Village Green Character Precinct – Specific Area Plan. Scheme amendment application submitted to Tasmanian Planning Commission	Application submitted	Development & Regulatory Services	3,4
3.7, 5.1, 5.5	Review of Meander Valley Council Local Provisions Schedule – Statutory requirement under section 350 <i>Land Use Planning and Approvals Act 1993</i>	Review completed	Development & Regulatory Services	1,2



Annual Plan

PROVIDE CONTEMPORARY WASTE COLLECTION, DISPOSAL, RECYCLING SERVICES, & INFRASTRUCTURE

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
2.2, 2.4	Manage waste facility management and kerbside bin collection service contracts	Infrastructure
2.2, 2.4	Collaborate with Circular North Waste Management Group for regional priorities	Infrastructure
2.2, 2.4	Deliver the annual Hard Waste Collection	Infrastructure
2.6	Maintain compliance with Environmental Protection Notice for landfill cells	Infrastructure

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
2.4, 2.6	Decommission and commence rehabilitation Works for the Cluan landfill site	Rehabilitation commenced	Infrastructure	1,2
2.2	Investigate the expansion of kerbside bin collection services where services are currently not offered	Investigations completed	Infrastructure	1,2
2.2	Conduct surveys and investigate the expansion of kerbside FOGO collection where services are currently not offered	Investigations completed	Infrastructure	3,4
2.2, 2.4	Complete construction of the waste transfer station at the Deloraine waste facility	Percentage completed	Infrastructure	2,3,4

Annual Plan

PROVIDE A ROBUST, RELIABLE, SECURE, & AVAILABLE, ICT ENVIRONMENT

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.3	Manage review and schedule changeover of corporate hardware requirements, implement modern, resilient platforms and software solutions	Corporate Services
5.3	Define and meet performance and availability performance indicators for ICT systems	Corporate Services
5.3	Provide helpdesk services for efficient management of incidents and requests	Corporate Services
5.3	Procure, administer, maintain and support corporate hardware (PC and laptops)	Corporate Services
5.3	Manage ancillary communications including printing, email and internet services and contracts related to support contractors	Corporate Services
5.3	Plan and provision for business continuity of ICT Services in line with the Risk Appetite Statement, undertake annual review or when a material change to ICT hardware or systems is made	Corporate Services
5.3	Manage ongoing network storage capacity	Corporate Services
5.3	Implement network security improvements and protections as required	Corporate Services

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
5.3	Finalise implementation of SharePoint and Records Management Systems	Product implemented	Corporate Services	1,2
5.3	Identify and negotiate contract for preferred vendor(s) for implementation of ERP software upgrades	Contract Signed	Corporate Services	1
5.3	Identify staged implementation plan for ERP project and complete annual stages	Implementation plan established	Corporate Services	2,3,4
5.3	Deliver staff training to support staff in the use of new technologies	Training delivered	Corporate Services	1,2,3,4

Annual Plan

DELIVER GOOD GOVERNANCE & RESILIENCE THROUGH SOUND CORPORATE & FINANCIAL MANAGEMENT

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.3	Deliver the Annual Budget Estimates and Long-Term Financial Plan	Corporate Services
2.6	Maintain planning and environmental approvals and compliance for existing landfill operations	Infrastructure
2.6	Achieve necessary EPA approvals and manage landfill cell at Deloraine in accordance with the approvals to provide for continuing operation compliance with EPA	Infrastructure
5.4	Maintenance of legislation-based delegations to the Council's Officers	Governance & Community Wellbeing
5.1, 5.4	Provide monthly briefing reports to Council	Governance & Community Wellbeing
5.3	Keep the Council's Long Term Financial Plan and associated financial estimates current	Corporate Services
5.3	Review the strategic and operational risk registers and implement mitigation actions considering Risk Appetite Statement	Corporate Services
5.3	Manage accounts payable and receivable	Corporate Services
5.3	Review financial policies and procedures when due or as required	Corporate Services

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.3	Provision of relevant, timely and accurate financial information for corporate and audit reporting	Corporate Services
5.3	Provide ongoing staff training for budgeting processes and monitoring	Corporate Services
5.4	Manage the Council's rates; issue section 132 certificates (property rates), manage revenue and debtors' functions	Corporate Services
5.4	Complete Consolidation Data Collection Sheets for State Government	Corporate Services
5.4	Manage taxation compliance (submit BAS, FBT and payroll tax returns within legislative timeframes)	Corporate Services
5.4	Arrange annual insurance renewals and reconciliation of control accounts	Corporate Services
5.4	Maintain records management processes in line with requirements of the <i>Archives Act 1993</i> , including annual archive disposal	Corporate Services
5.3	Maintain records management system and deliver training to ensure compliance with policies	Corporate Services
5.4	Coordinate external audit programs	Corporate Services
5.3	Facilitate reporting of progress of audit recommendations and tasks	Corporate Services
5.3	Review controls for addressing fraud and corruption risk and deliver awareness training	Corporate Services

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.1, 5.4	Coordinate updating of the Council's policies and procedures in accordance with the review schedule	Governance & Community Wellbeing
5.4	Review and manage the Council's gifts and benefit register	Governance & Community Wellbeing

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
5.1	Develop plan for upgrades to the Council Chambers	Development plan provided to Council	Governance & Community Wellbeing	1,2
5.4	Councillors attend Council Meetings and Workshops in order to contribute to Policy and Strategy development and adoption	Meeting attendance	Governance & Community Wellbeing	1,2,3,4
5.4	Consider and apply changes from State Government legislation including <i>Local Government (Meeting Procedures) Regulations 2025</i> , <i>Local Government (General) Regulations 2025</i> and the <i>Electoral Act 2004</i>	Policies and procedures updated	Governance & Community Wellbeing	1,2,3,4
5.3	Review and updated Financial Management Strategy for approval by Council	Strategy approved	Corporate Services	4

Annual Plan

MANAGING OUR SUPPLY CHAIN TO PROCURE GOODS & SERVICES

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.4, 5.6	Monitor implementation of audits and compliance with policy and procedures to minimise supply procurement and contract management risks and costs	Corporate Services
5.4, 5.6	Maintain a contractor induction and verification of requirements regime in line with policy and processes	Corporate Services

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
5.2	Explore further opportunities for shared services and/or resource sharing opportunities with other Tasmanian Councils	Shared services investigated	Governance & Community Wellbeing	1,2,3,4

Annual Plan

INFORMING & ENGAGING OUR COMMUNITY

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
1.3, 4.1, 5.1, 5.4, 5.9	Provide communication services, production of media and project communication material, including supporting unplanned road closures, service disruptions, etc.	Governance & Community Wellbeing
2.2, 5.3	Production of budget related collateral including rate notice brochure and waste vouchers	Governance & Community Wellbeing
1.3, 4.1, 5.1, 5.4, 5.9	Produce information to support special projects and engagement activities as requested (briefing notes, advertising, project collateral and promotional material)	Governance & Community Wellbeing
1.3, 1.6, 1.8, 5.1, 5.4	Administer and coordinate all the Council's social media accounts	Governance & Community Wellbeing
5.4	Complete annual content audit of website information, update as required	ALL
5.4, 5.5	Provide strategic communication, media and issues management responses to the Mayor, Councillors and General Manager	Governance & Community Wellbeing
5.4	Develop and maintain the Council's online presence including website	Governance & Community Wellbeing

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.4	Deliver design and layout for corporate documents	Governance & Community Wellbeing
1.3, 1.6, 3.7, 5.1, 5.4	Deliver regular updates of the Council to the community to keep them informed on operations	Governance & Community Wellbeing

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
5.7	Complete signage upgrades and layout improvements to changeover the Great Western Tiers Visitor Centre to the Meander Valley Visitor Centre	Building changes applied	Governance & Community Wellbeing	2,3,4
5.7	Implement changes to Meander Valley place brand imagery and colour scheme in communication mechanisms such as road and recreation signage	Communication opportunities used	Governance & Community Wellbeing	1,2,3,4
5.7, 5.1	Redevelop the Great Western Tiers Visitor Centre website to be refocused on Meander Valley community and tourism. Redevelop the Meander Valley Council website to a contemporary and customer friendly offering	New website upgrades commenced	Governance & Community Wellbeing	2,3,4

DEMONSTRATING A COMMITMENT TO OUR PEOPLE

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.3	Maintain employee related records, training and reporting systems	Corporate Services
5.3	Maintain and administer the employee Code of Conduct Policy	Corporate Services
5.3	Maintain a contemporary approach to job design and currency of position descriptions	Corporate Services
5.3	Support recruitment and selection	Corporate Services
5.3	Manage and investigate workplace complaints and grievances	Corporate Services
5.3	Promote and administer the Council's Employee Assistance Program	Corporate Services
5.3	Provide employee relations support and advice	Corporate Services
5.3	Undertake annual and periodic performance and development reviews in line with approved processes	Corporate Services
5.3	Provide advice on employee learning and development opportunities	Corporate Services
5.3	Coordinate the annual staff performance review process	Corporate Services

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.4	Coordinate register of mandatory training; including tickets, licenses and permits	Corporate Services
5.4	Process worker's compensation claims	Corporate Services
5.3	Coordinate the delivery of Code of Conduct Policy awareness to all the Council's employees	Corporate Services
5.3	Maintain professional advisory services for employee relations (legal and HR)	Corporate Services

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
5.3	Undertake priority actions identified by employees in the Cultural Development Action Plan	Number progressed	Corporate Services	1,2,3,4
5.4	Complete review and update human resource management policies and deliver employee training to align with contemporary practices and industrial law	Policies reviewed and training completed	Corporate Services	1,2
5.3	Undertake employee culture survey and revise cultural action plan	Survey completed	Corporate Services	2, 4
5.3, 5.5	Full implementation and information sharing for staff on new Enterprise Agreement	Completed	Corporate Services	1,2

Annual Plan

ENSURING A SAFE & HEALTHY WORKPLACE

Strategic Plan Ref.	Activity Description	Department Lead
CORE PROGRAM ACTIVITIES		
5.5	Develop and implement an enhanced WH&S system so that the work environment remains healthy and safe	Corporate Services
5.5	Coordinate safety inspections and finalisation of corrective actions to minimise the risk of workplace injury or loss	Corporate Services
5.5	Provide information, training and supervision to ensure people take reasonable care for their own health and safety along with that of others	Corporate Services
5.5	Monitor third party suppliers to ensure that the supply of goods and services comply with all WH&S requirements	Corporate Services
5.5	Promote the Risk and WH&S Committee as a consultative forum for employees to have input into matters that impact upon their work health and safety	Corporate Services
5.5	Review, investigate and report incidents and near misses, recommend controls and prevention strategies	Corporate Services
5.5	Delivery of workplace WH&S wellness initiatives to encourage our people to maintain a physically and psychologically healthy lifestyle	Corporate Services
5.5	Provide regular reporting of WH&S incidents and performance to the Executive Management Team	Corporate Services
5.5	Maintain a fair and equitable workers' compensation and claims management process to provide care and rehabilitation to minimise the costs and loss for injured employees and the Council	Corporate Services

Strategic Plan Ref.	Activity Description	Annual Activity Measurement	Department Lead	Quarter Delivered
ANNUAL PROJECTS				
5.5	Implement an organisation wide engagement on WHS including sharing incident stories and promoting the reporting of hazards, incidents and near misses	WHS sharing opportunities delivered	Corporate Services	1,2,3,4
1.4, 1.6	Embed the Child and Youth Safe Organisations Framework, as required by the Tasmanian Government's <i>Child and Youth Safe Organisations Act 2023</i>	Changes applied in operations	Governance & Community Wellbeing	2,3
2.4	Progressive implementation of WHS software, equipment purchases, digitisation of employee templates and undertake training for employees	Software opportunities implemented	Corporate Services/ Works	1,2,3,4

BUDGET SUMMARY 2025-26

Meander Valley Council's Budget for 2025-26 is influenced by several key factors to ensure financial stability and effective service delivery.

1. Review of Long Term Financial Plan:

Council has prepared the 2025-26 Budget after reviewing factors that influence the long term financial sustainability of operations. The following are items that are key to decision making:

- Changes to employee costs
- Changes to inflation forecasts
- Changes to revenue received from investing surplus funds
- Performance against ratios established in Council's Financial Management Strategy
- Current assumptions about Council's proposed ERP software upgrade project
- Growth in depreciation costs from asset management decisions and expected revaluation changes (each asset class is revalued every three years)
- Investment in assets required for essential Council service provision
- Strategic decisions Council has made around the long-term management of waste
- Changes to full time equivalent employee numbers to meet current service demand.
- Establishing a reasonable basis for 'recovery of cost' from Council's ratepayers.

2. Service Levels and Funding:

Council aims to continue to maintain a low general rate while delivering the necessary services to support our community. Any material increments in service levels will require new funding strategies or cost reductions.

3. Staffing:

The 2025-26 Budget introduces a number of new roles that position Council to respond to increasing demand for capital upgrades across our asset portfolio. There is also reinvestment in our capacity to maintain the diverse facilities under Council's stewardship.

4. Financial Health:

Council expects an operating surplus of \$313,900 for 2025, due to higher interest revenue and lower staffing costs due to vacancies throughout the year. This surplus also includes a write-down of asset at the Cluan Waste Facility that is scheduled for closure on 30 June 2025. A budget deficit of \$369,600 is forecast for the 2026 financial year.

The consolidated operating statement gives a clear overview of the Council's revenue, expenditure, surplus, and cash flow, ensuring transparency and informed decision-making.

WHERE IS COUNCIL'S BUDGET SPENT?

Road & Bridge Management	30.5%	\$8,964,100	Planning & Building Services	9.2%	\$2,674,700
Street Lighting	1.4%	\$394,800	Other Community, Health & Welfare	20.1%	\$5,389,600
Household Waste	21.2%	\$5,653,200	Parks, Sport, & Recreation Grounds	11.6%	\$3,937,900
Storm Water Management	2.7%	\$804,000	Other Recreation & Culture	3.3%	\$959,100
				Total	\$27,335,400

Summary of **BUDGET ESTIMATES**

	Budget 2025-26	Forecast 2024-25	Actual 2023-24
OPERATING REVENUE			
Rates and Charges	\$19,762,200	\$18,901,300	\$17,739,371
Fees and User Charges	\$1,789,400	\$1,668,200	\$1,681,788
Contributions	\$225,500	\$236,500	\$718,120
Interest	\$1,120,200	\$1,544,700	\$1,719,757
Operating Grants	\$6,196,200	\$5,837,300	\$5,941,330
TasWater Distributions	\$667,000	\$667,000	\$667,200
Other Revenue	\$134,000	\$193,000	\$1,461
Total Operating Revenue	\$29,894,500	\$29,048,000	\$28,469,027

	Budget 2025-26	Forecast 2024-25	Actual 2023-24
OPERATING EXPENDITURE			
Operating Wages	\$10,799,600	\$9,308,800	\$8,903,326
Operating Materials and Contracts	\$10,723,600	\$9,947,800	\$10,031,635
Finance Costs	\$50,000	\$50,000	\$35,224
Depreciation	\$6,867,400	\$7,701,000	\$6,275,420
State Fire Contribution	\$1,486,500	\$1,443,000	\$1,388,492
Other Expenditure	\$337,000	\$291,000	\$218,939
Total Operating Expenditure	\$30,264,100	\$28,734,100	\$26,853,036
Underlying Surplus/(Deficit)	(\$369,600)	\$313,900	\$1,615,991

	Budget 2025-26	Forecast 2024-25	Actual 2023-24
CAPITAL, CASH & INVESTMENTS			
Capital Revenue	\$8,350,100	\$6,335,900	\$7,368,159
Capital Expenditure	\$18,871,800	\$14,315,900	\$11,192,441
Opening Cash and Investment Balance	\$24,577,100	\$30,155,947	\$28,532,421
Closing Cash and Investment Balance	\$18,785,700	\$24,577,100	\$30,155,947



PUBLIC HEALTH *GOALS & OBJECTIVES*

Council's Environmental Health Officers are responsible for ensuring the statutory obligations in relation to public and environmental health are met. This includes requirements under the *Public Health Act 1997*, *Food Act 2003*, *Local Government Act 1993*, *Building Act 2016*, *Burial and Cremation Act 2019* and *Environmental Management and Pollution Control Act 1994*.

As part of Meander Valley Council's 2025-26 public health goals and objectives, the Environmental Health Officers will seek to:

- Ensure safe food practices at food businesses and events, and provide food handler training for community groups;
- Promptly investigate public and environmental health complaints;
- Respond to notifiable disease notifications and investigations;
- Continue to actively participate and contribute to policy and legislative development at a regional and state level to further the public and environmental health of our community;
- Coordinate a school based immunisation program in accordance with the National Immunisation Program and directives from the Department of Health;
- License and undertake routine inspections of public health risk activities, water carriers and public events;
- Continue to actively participate in the Tamar Estuary and Esk Rivers program (TEER) and the River Health Action Plan (RHAP).
- Coordinate a monitoring program of public recreational waters and public pools and spas to ensure water quality is suitable for swimming.

